REGULAR MEETING OF MUNICIPAL COUNCIL
AGENDA

Tuesday, January 5, 2021, 5:30 p.m.
Remote Meeting
To attend via Zoom go to www.whistler.ca/CouncilMeetings

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1. CALL TO ORDER

2. ADOPTION OF AGENDA

That Council adopt the Regular Council Meeting Agenda of January 5, 2021.

3. ADOPTION OF MINUTES

That Council adopt the Regular Council Meeting Minutes of December 15, 2020.

4. PUBLIC QUESTION AND ANSWER PERIOD

5. MAYOR'S REPORT

6. INFORMATION REPORTS

6.1. Third Quarter Financial Report Report No. 21-001 File No. 4530

A presentation by Municipal Staff.

That Council receive Information Report No. 21-001 Quarterly Financial Report for the quarter ended September 30, 2020.

7. ADMINISTRATIVE REPORTS

7.1. DVP01198 - 3351 Peak Drive - Rear Yard Setback Variance Report No. 21-002 File No. DVP01198

A presentation by municipal staff.

That Council approve the issuance of Development Variance Permit DVP01198 for the proposed alteration located at 3351 Peak Drive to vary the rear setback from 7.5 metres to 5.0 metres for a proposed deck along the rear of the dwelling as illustrated on the Drawings 1, 3 and 4 prepared by R. Diamond Building Design dated March 3, 2018 and Drawing no. 2 prepared by R. Diamond Building Design dated January 30, 2018, attached as Appendix “B” to Administrative Report to Council No. 21-002; and further;

That Council direct staff to advise the applicant that prior to issuance of DVP01198, the following matter shall be completed to the satisfaction of the General Manager of Resort Experience:

a) Step or taper the deck at the north and south ends to improve privacy and better alleviate neighbour concerns.

7.2. CM000132 - 4941 Horstman Lane - Covenant Modification Report No. 21-003 File No. CM000132

No presentation.

That Council approve the modification of Covenant GC125596 for 4941 Horstman Lane to permit modifications to the existing footprint envelope specified in the covenant, in accordance with Plans A-01, A-05, A-06 and A-07, dated December 22, 2020 and drawing A-08 dated December 17, 2020 prepared by Progressive Concept Design Ltd. and attached as Appendix “B” to this Council Report No. 21-003.

7.3. Whistler Housing Authority Ltd. - 2020 Annual Filing Report No. 21-004 File No. VAULT

No presentation.

That the Council of the Resort Municipality of Whistler (the “Municipality”) in open meeting assembled, hereby resolve that the Municipality, as the sole shareholder of Whistler Housing Authority Ltd. (the “Company”), pass the consent resolutions of the Company’s shareholders, which is attached to Administrative Report to Council No. 21-004 as Appendix “A”, and that the Mayor and Municipal Clerk execute and deliver the attached resolutions on behalf of the Municipality.

7.4. Five-Year Financial Plan 2021-2025 Bylaw No. Report No. 21-005 File No. 4530

A presentation by municipal staff.

That Council consider giving first, second and third readings to the “Five-Year Financial Plan 2021-2025 Bylaw No. 2306, 2021”.

8. MINUTES OF COMMITTEES AND COMMISSIONS

8.1. Forest and Wildland Advisory Committee

Regular meeting minutes of the Forest and Wildland Committee of October 14 and November 18, 2020.

That Council receive the regular meeting minutes of the Forest and Wildland Committee of October 14 and November 18, 2020.

8.2. Recreation Leisure Advisory Committee

Regular meeting minutes of the Recreation Leisure Advisory Committee of October 15, 2020.

That Council receive the regular meeting minutes of the Recreation Leisure Advisory Committee of October 15, 2020.

9. BYLAWS FOR FIRST, SECOND AND THIRD READINGS

9.1. Five-Year Financial Plan 2021-2025 No. 2306, 2021

That "Five-Year Financial Plan 2021-2025 No. 2306, 2021" be given first, second and third readings.

10. OTHER BUSINESS

10.1. Whistler 2020 Development Corporation Director Appointments

Notification of the director appointments to the Whistler 2020 Development Corporation.

10.2. Notification of Advisory Design Panel Appointments

Notification of the appointments to the Advisory Design Panel.

11. CORRESPONDENCE

11.1. BC Utilities Commission BC Hydro Streetlighting Rate Increase File No. 3009

Correspondence from Chair Margo Wagner, Cariboo Regional District, Mayor Gabe Fourchalk, District of Wells, Mayor Bob Simpson, City of Quesnel, Mayor Walt Cobb, City of Williams Lake and Mayor Mitch Campsall, District of 100 Mile House, regarding BC Utilities Commission BC Hydro Streetlighting Rate Increase and Termination of Private Light Systems.

11.2. Highway Lighting File No. 3009

Correspondence from Florence Cussans regarding highway lighting.

11.3. The Corporation of the City of Vernon Subject File No. 3009

Correspondence from Mayor Kathy Moore regarding support for The Corporation of the City of Vernon.

11.4. Overdose Crisis and Call for Overdose Action Plan File No. 3009

Correspondence from Mayor Ken Christian regarding the Overdose Crisis and Call for Overdose Action Plan.

11.5. 2030 Olympic Bid File No. 3009

Correspondence from Colin Pitt-Taylor regarding 2030 Olympic Bid.

11.6. Re-Zoning Proposal (5298 Alta Lake Road) File No. RZ1157

Correspondence from the following individuals, regarding Zoning Amendment Bylaw (5298 Alta Lake Road) No. 2283, 2020 and Official Community Plan Amendment Bylaw (5298 Alta Lake Road) No. 2289, 2020:

- Carla Van Messel;
- Jed Shiff; and
- Brian and Joanne Gilvary.

11.7. Light Up Request - Guiding Lights Across British Columbia

Correspondence from Diamond Isinger, Provincial Commissioner (BC), Girl Guides of CanadaGuides du Canada, requesting that on February 22, 2021 the Fitzsimmons Bridge be lit blue in support of Guiding Lights Across BC.

12. TERMINATION

That the Regular Council Meeting of January 5, 2021 be terminated.

REGULAR MEETING OF MUNICIPAL COUNCIL

MINUTES

Tuesday, December 15, 2020, 5:30 p.m.
Remote Meeting
To attend via Zoom go to www.whistler.ca/CouncilMeetings

PRESENT:
Mayor J. Crompton
Councillor A. De Jong
Councillor R. Forsyth
Councillor J. Ford
Councillor J. Grills
Councillor D. Jackson
Councillor C. Jewett

STAFF PRESENT:
Chief Administrative Officer, V. Cullen
General Manager of Corporate and Community Services, T. Battiston
General Manager of Infrastructure Services, J. Hallisey
General Manager of Resort Experience, J. Gresley-Jones
Interim General Manager of Resort Experience, T. Metcalf
Director of Finance, C. Price
Technical Director of Planning, M. Kirkegaard
Manager of Planning, M. Laidlaw
Municipal Clerk, B. Browning
Manager of Transport and Waste Management, A. Tucker
Manager of Cultural Planning and Development, J. Rae
Manager of Communications, G. Robinson
Manager of Environmental Stewardship, H. Beresford
Deputy Municipal Clerk, A. Banman
Climate Action Coordinator, L. Burhenne
Legislative Services Administrative Assistant, L. Wyn-Griffiths

OTHERS:
Howe Sound Women's Centre, Community Programs Director, Shana Murray
Howe Sound Women's Centre, Interim Community Program Manager, Allison Gilchrist
Sea to Sky Community Services, Manager of Children's Services, Julie Van Eesteren
Whistler Community Services Society, Executive Director, Jackie Dickinson
Zero Ceiling, Co-Executive Director, Chris Wrightson
Freedom of the Municipality Holder, Jim Moodie

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1. CALL TO ORDER

Mayor J. Crompton recognized that the Meeting is being held on the traditional territories of the Lil'wat Nation and the Squamish Nation.

2. ADOPTION OF AGENDA

Moved By Councillor R. Forsyth

Seconded By Councillor J. Grills

That Council adopt the Regular Council Meeting Agenda of December 15, 2020.

CARRIED

3. ADOPTION OF MINUTES

Moved By Councillor A. De Jong

Seconded By Councillor D. Jackson

That Council adopt the Regular Council Meeting Minutes of December 1, 2020.

CARRIED

4. PRESENTATIONS AND DELEGATIONS

4.1 2020 Community Enrichment Program Report Back - Howe Sound Women's Centre

A presentation was given by Shana Murray, Community Programs Director, and Allison Gilchrist, Interim Community Program Manager, regarding the 2020 Community Enrichment Program.

4.2 2020 Community Enrichment Program Report Back - Sea to Sky Community Services

A presentation was given by Julie Van Eesteren, Manager of Children's Services, regarding the 2020 Community Enrichment Program.

4.3 2020 Community Enrichment Program Report Back - Whistler Community Services Society

A presentation was given by Jackie Dickinson, Executive Director, regarding the 2020 Community Enrichment Program.

4.4 2020 Community Enrichment Program Report Back - Zero Ceiling

A presentation was given by Chris Wrightson, Co-Executive Director, regarding the 2020 Community Enrichment Program.

5. PUBLIC QUESTION AND ANSWER PERIOD

Questions were asked during the Meeting via Zoom.

Paul Hothersall, 2240 Gondola Way

Re: Transportation and Parking

Mr. Hothersall asked if the plan for paid parking in Creekside is something that has been discussed with Council. If so, would the money be diverted to the Municipality for transportation projects.

Mayor J. Crompton advised that the Creekside parking lot is a privately-owned lot by Whistler Blackcomb and it is their decision.

Mr. Hothersall asked if Council is aware of any initiatives to implement paid parking.

General Manager of Infrastructure Services, J. Hallisey advised that the topic has been discussed a few times over the years with the Transportation Advisory Group ("TAG") but it is a private parking lot. He also advised that, so far, Whistler Blackcomb has not set out a timeline to transition this lot to paid parking or where the money would go.

Mr. Hothersall asked if TAG will be looking at the ridership number of BC Transit versus numbers of occupancy in the parking lot.

Mayor J. Crompton advised that TAG receive regular updates and ridership numbers.

Mr. Hothersall asked if any of the RMOW get parking paid as part of their employment.

Chief Administrative Officer, G. Cullen advised that this cannot be disclosed in a public meeting as this pertains to employee compensation.

Mr. Hothersall asked that if the RMOW staff do get paid parking as part of their employment, could they receive transit credits instead.

Mayor J. Crompton advised that he valued Mr. Hothersall's input.

Mr. Hothersall asked that when the new 5298 Alta Lake Road traffic report is received, will Council consider adjusting whatever the ridership/transit numbers versus the five year average, given this year's exception.

Mayor. J Crompton advised that Council is looking at a traffic report to provide direction around engineering and if the infrastructure is adequate.

Mr. Hothersall asked if Whistler Blackcomb or the RMOW are responsible for managing the line-ups.

Chief Administrative Officer, G. Cullen advised that, for the most part, Whistler Blackcomb are responsible for managing the line-ups. She advised that the RMOW has been working with Whistler Blackcomb to provide support for when the line-ups get bigger.

Mr. Hothersall asked if the signage and controls of Parking Lots 1-5 are the responsibility of Whistler Blackcomb and the RMOW.

General Manager of Infrastructure Services, J. Hallisey advised that there is joint ownership of responsibility, but Whistler Blackcomb takes care of the day-to-day maintenance.

Mr. Hothersall asked if Lot 8 is open or closed.

Mayor J. Crompton advised that Mr. Hothersall should reach out to Whistler Blackcomb.

Crosland Doak, 3121 Alta Vista Road

Re: First and Second Readings for Cheakamus Crossing Phase 2

Mr. Doak asked if Council is willing to provide bus routes, bus stops and bus shelters for more neighbourhoods that don't have these facilities.

Mayor J. Crompton advised that Council will not tie this with Cheakamus Crossing Phase 2. Mayor J. Crompton advised that with the upcoming budget, there are considerations for moving towards more transit infrastructure.

6. MAYOR'S REPORT

COVID-19 in Whistler

Mayor J. Crompton advised that information relating to COVID-19 in Whistler and access to resources will now be shared in a weekly update every Tuesday over the holiday period. The current public health orders are in place until January 8, 2021. The newsletter will include the latest COVID-19 news, information on COVID-19 resources in Whistler, and a list of COVID-safe events in Whistler. To receive the updates by email, sign up at www.whistler.ca/connect.

WHISTLER 101 Online Video Series

Mayor J. Crompton advised that the RMOW's first-ever online video series, WHISTLER 101, launches on December 16 at 7 p.m. Council will get a sneak peek of the trailer later this evening and hear about the project from John Rae, Manager of Cultural Planning and Development. The full episode will be available for viewing on the RMOW Facebook Page and online at www.whistler.ca/101.

Winter Conditions

Mayor J. Crompton reminded everyone to be adventure smart with the wintery weather. Hikers and bikers should bear in mind that trails aren't winter maintained. He reminded everyone to be prepared, wear appropriate clothing and footwear, and be cautious of bridges heavily loaded with snow. He also advised that the ice on Whistler's lakes isn't monitored for thickness and safety. If anyone plans to skate or walk on ice this winter, please educate yourself on ice thickness and be prepared to self-rescue. Finally, Whistler's significant backcountry terrain has avalanche risks. Learn safe travel and prepare for changes in conditions and weather when snowshoeing, skiing and snowboarding. Read more about safety at Adventure Smart dot CA www.adventuresmart.ca.

Councillor Jewett's Arts Update

- Whistler Museum and Archive - Avalanche Exhibit
- Whistler Blackcomb Foundation - 50-50 Draw Tickets available online
- Cultural Organizations - for gift ideas
- Arts Whistler
- Audain Museum - Rebecca Belmore
- Community Wellbeing.

12 days of Whistler Joy

Councillor C. Jewett advised that the 12 Days of Whistler Joy begins December 20 and until December 31. The Community Well-being Subcommittee of the Whistler Recovery

Working Groups is excited to share “12 Days of Joy” for Whistler starting December 20. The 12 Days of Joy includes 12 ideas for local activities for residents to lift your spirits, inspire outdoor time and create connections. A calendar with 12 Days of Joy can be found on Arts Whistler’s website at www.artswhistler.com. She advised that some of the ideas to inspire joy include baking, snow sculptures, and random acts of kindness. Community members are encouraged to snap a pic of themselves engaging in or spreading joy and sending it to joy@whistler.ca for a chance to win prizes. In addition, as part of the Joy- the Squamish Lil’wat Cultural Centre will be offering free admission from December 20 to January 24. The month of free admission is being offered in partnership in Truth and Reconciliation with the Resort Municipality of Whistler.

Councillor C. Jewett encouraged all community members to include a trip to the SLCC as part of their 12 Days of Joy, participate in activities at the SLCC and learn about the history and culture of the Squamish Nation and Lil’wat Nation.

Reflection on 2020

At the last Council meeting of the year, Mayor J. Crompton took a few minutes to reflect on the last twelve months.

Mayor J. Crompton noted that at the beginning of 2020 our community was in the middle of another busy ski season.

In February and early March, Whistler celebrated a landmark moment in Whistler’s history, the 10th anniversary of the 2010 Olympic and Paralympic Winter Games. It was fun to remember the Games and all it has meant for Whistler. In the midst of it all you’ll remember John Furlong started promoting a 2030 Vancouver bid.

Mayor J. Compton noted that his favorite part of that remembering was the story telling.

- From Lindsay Debou’s recounting of the days surrounding the Paralympics to John Montgomery’s illegal beer on the stroll, the stories were fun to tell, listen to and remember.
- One of the most memorable stories heard was told by Britt Janyk. Before every race Britt would visualize being at the top of the Dave Murray Downhill standing in the start gate. She would pulled down her goggles, close her eyes and visualize looking out across the valley at Rainbow, Sprout, she’d take a deep breath, tap her poles and settle into the gate for her race.
- On February 17, 2010 Britt stood in the start gate, pull down her goggles, opened her eyes wide and looked out across the valley at Rainbow, Sprout, she took a deep breath, tapped her poles and settled into the gate for her race on the Dave Murray Downhill.
- It was a sweet time for our town.

Mayor J. Crompton noted that the skiing was good. Whistler businesses were busy and Whistler was talking a lot about the kind of tourism we wanted to promote and what really resonated with our community. Then everything stopped. Public spaces that were teaming with people from around the world sat empty only days later. It was jarring. It was devastating. We were all in new territory.

From the very beginning of Our Covid-19 pandemic, Mayor J. Crompton stated that he was amazed by the resilience of the Whistler community and the willingness to pull together and care for one another.

The RMOW focused all of its attention on safety, ensuring we were in a position to provide safe experiences for our residents and visitors.

Mayor J. Crompton advised that he is proud of our community and all that's been done since March 16 when we launched our emergency operations centre and entered a provincial state of emergency. The municipality, businesses, and community members have pivoted and responded in creative and flexible ways to each and every challenge this pandemic has presented:

- The Whistler Health Care Centre, Divisions of Family Practice, Whistler Medical Clinic, Vancouver Coastal Health, ambulance, nurses, cleaners, doctors, administration and everyone in the health care rose to this challenge. They shifted everything about how health provision works and have sustained that over the long run.
- Social service organizations like WCSS, S2SCS, Howe Sound Women's Centre to name a few pulled together and delivered services beyond what they ever had before.
- WCSS and TW worked together to open a food bank in the Whistler Conference Centre.
- The business community pulled together and the Whistler Chamber advocated hard for recovery programs that work… that advocacy changed policy and made things better.
- The community pulled together and gave money to support community services during what was a very difficult time for their own families and finances.
- Restaurants switched to take-out and delivery, they got creative with their seating capacities and if you walk into any restaurants in Whistler today the commitment to safety is obvious;
- The RMOW pivoted services like transit, waste management, parks, library, finance, planning and protective services to respond to our new environment;
- Businesses like hotel, retail, transportation and recreation came up with new ways to meet guest expectations in a safe way.
- Virtual performances were held from members of our arts community, and everyone working together to help raise funds for our community food banks, and those in need during these difficult times.
- We clanged pots and pans and cheered at 7pm…. Its still happening in a lot of neighborhoods.

Mayor J. Crompton noted that, in April, we welcomed Ginny Cullen as the RMOW's new CAO and have benefitted from her leadership from day one during these unprecedented times.

Mayor J. Crompton expressed his sincerest gratitude to all staff that have worked so hard this year, and business owners who have worked tirelessly to stay open and to continue to support our community. During the summer, Whistler had a small reprieve in restrictions and increased access to outdoor spaces. We saw increased visitation which helped to support our local businesses and community.

He noted that with the RMOW's focus beginning to move towards recovery, a series of virtual community conversations were held in July:

- The conversations focused on the four characteristics of Whistler's shared vision: Sense of Place, Environment, Tourism-based Economy and Community.
- The information collected is being used to identify and shape Whistler's recovery from the COVID-19 pandemic.
- Business and resort partners continue to collaborate and work together as we build back better.

Mayor J. Crompton noted that the summer saw our community come up with some really innovative ways to connect with each other:

- Art on the Lake
- Online Anonymous Art Shows
- Physically distanced cul de sac dinners.
- Ed Archie Noisecat and Redmond Andrew carved a pole outside while physically distanced.
- Online WORCA Toonie rides.

Mayor J. Crompton advised that in September the teachers and school administration in the school district opened schools, with all kinds of new protocols and responsibilities new to those people. They have continued to educate our kids with high quality education during this difficult time.

In October we had a provincial election which saw Jordan Sturdy re-elected to serve the Sea to Sky.

On November 26 Whistler-Blackcomb opened for the winter season. Everything changed. Mayor J. Crompton noted that he found the WB mantra of "get open and stay open" incredibly compelling. They did it and they are doing it.

Mayor J. Crompton advised that as Whistler moves into winter, we have been asked to redouble our efforts in slowing the spread of COIVD-19 in our community. We have been asked to further reduce our social interactions and we have risen to it. The first vaccinations in B.C happened today. That is so exciting and I hope it inspires us all to finish strong and keep our Covid guard up until we are done.

Mayor J. Crompton noted that despite the challenges of the pandemic, several milestone projects moved forward:

- The RMOW, Lil'wat Nation, Squamish Nation, Province of BC and Vail Resorts signed a Framework agreement that furthers reconciliation and shared goals between all parties.

- Following a substantial community effort and many years, Whistler adopted an updated Official Community Plan and Vision. Our new vision 'Whistler: Where Community Thrives, Nature is Protected and Guests are inspired'. It very much has ties back to who we are and looks to what is ahead.
- The new OCP and vision are as relevant and important as ever, and are critical to community recovery planning as we evolve during and out of the COVID-19 pandemic.
- The Climate Action Big Moves Strategy launched to address the serious threat of climate change, identifying six specific areas where Whistler can have the biggest impact to dramatically reduce the community's contribution to greenhouse gases and energy consumption.

Mayor J. Crompton shared that one of the great things about this year for him has been getting to know Dr Bonnie Henry and, although most of us have never met, please continue to be kind.

Mayor J. Crompton noted that it has been a long year, with many challenges, and there will be more to come. Through all of this, he stated that he has been amazed by Whistlerites. We have cared for family over Zoom. We have learned to share and show warmth from behind a mask and through plexiglass.

On behalf of Whistler council, Mayor J. Crompton extended their best wishes to Whistler's residents, visitors, and community partners for a safe, healthy and happy holiday season.

7. INFORMATION REPORTS

7.1 Whistler 101 Sessions Pre-Launch Update Report No. 20-123 File No. CPD20-1

Moved By Councillor C. Jewett

Seconded By Councillor A. De Jong

That Council receive Information Report No. 20-123 regarding Whistler 101 Sessions ("**W101**").

CARRIED

7.2 2020 Community Enrichment Program Reporting Forms Report No. 20-124 File No. 3004

Moved By Councillor C. Jewett

Seconded By Councillor R. Forsyth

That Council receive Information Report No. 20-124 regarding the 2020 Community Enrichment Program Reporting Forms.

CARRIED

8. ADMINISTRATIVE REPORTS

8.1 7413 Ambassador Crescent Floor Proofing Exemption Report No. 20-125 File No. SEC00030

Moved By Councillor C. Jewett

Seconded By Councillor D. Jackson

That Council grant an exemption in accordance with Section 524 of the Local Government Act – "Requirements in Relation to Flood Plain Areas," to permit habitable use of the existing basement level below the required flood control elevation specified in "Zoning and Parking Bylaw No. 303, 2015" as shown in Architectural Plans A-01, A-02, A-03, A-04 dated December 4, 2020 and A-05, A-06 dated December 20, 2017 prepared by Progressive Concept Design, attached as Appendix "B" to Administrative Report No. 20-125 and subject to registration of a Section 219 covenant indemnifying the Municipality and attaching the geotechnical report prepared by EXP Services Inc., dated December 9, 2020, confirming that the building location and design are safe for the intended residential use.

CARRIED

8.2 Climate Action Big Moves Strategy Report No. 20-126 File No. 5290

Moved By Councillor A. De Jong

Seconded By Councillor C. Jewett

That Council adopt the 2020 Climate Action Big Moves Strategy, attached as Appendix "A" to this Administrative Report to Council No. 20-126, to align with the RMOW corporate and community-wide efforts needed to achieve significant GHG emissions reductions; and

That Council adopt the target of reducing Whistler's greenhouse gas emissions by 50 per cent below 2007 levels by 2030.

CARRIED

8.3 RZ1165 - Cheakamus Crossing Phase 2 - Zoning Amendment Bylaw (Cheakamus Crossing Phase 2 Parcelization) No. 2298, 2020, First and Second Reading Report No. 20-127 File No. RZ1165

Moved By Councillor R. Forsyth

Seconded By Councillor J. Grills

That Council consider giving first and second readings to Zoning Amendment Bylaw (Cheakamus Crossing Phase 2 Parcelization) No. 2298, 2020; and

That Council authorize staff to schedule a Public Hearing for "Zoning Amendment Bylaw (Cheakamus Crossing Phase 2 Parcelization) No. 2298, 2020; and

That prior to Council consideration of adoption of "Zoning Amendment Bylaw (Cheakamus Crossing Phase 2 Parcelization) No. 2298, 2020, the following

conditions are to be addressed to the satisfaction of the General Manager of Resort Experience:

1. Secure dedication of the area designated as Common Open Space to the Municipality for park and open space use in conjunction with the initial subdivision of the Upper Lands consistent with the proposed RM-CD2 zone.
2. Submission of a plan for the Common Open Space area that includes neighbourhood park, passive recreation and trail improvements, and secure completion of proposed improvements within one year of any subdivision that creates individual parcels within Area D3.
3. Secure completion of the Mount Fee Road Valley Trail extension consistent with the approved development permit drawings for Development Permit 1760.
4. Secure development of two public bus shelters along Mount Fee Road as approved under Development Permit 1760.
5. Registration of an environmental protection covenant to restrict the use and development of any land within 30 metres of the Cheakamus River or within any SPEA or wetland area that is delineated on the lands.
6. Secure dedication of the lands to be zoned PAN1 to the Municipality or to the Crown.
7. Secure recreation trails identified on the parcelization plans and associated trail improvements, to municipal standards.
8. Registration of updated Housing Agreements in favour of the Municipality, securing employee occupancy restrictions for employee housing parcels at time of first subdivision.
9. Secure green building commitments that reflect progressive municipal policy objectives.
10. Secure preservation of significant and unique natural features that contribute to the mountain character and landscape.

CARRIED

8.4 Solid Waste Program Update and Tipping Fee Increase Report No. 20-128 File No. 605

Moved By Councillor C. Jewett

Seconded By Councillor A. De Jong

That Council receive this Solid Waste Program Update report; and

That Council consider giving first, second and third readings to “Solid Waste Amendment Bylaw (Tipping Fees) No. 2305, 2020”.

CARRIED

8.5 2021 Budget Guidelines Report No. 20-129 File No. 4530

Moved By Councillor R. Forsyth

Seconded By Councillor J. Ford

That Council direct the Director of Finance to prepare the "Five-Year Financial Plan 2021-2025 Bylaw" based on these proposed guidelines:

1. To implement a 1.08 per cent increase to property value taxes in 2021;
2. To implement a 0 per cent increase to sewer parcel taxes and user fees in 2021;
3. To implement a 0 per cent increase to solid waste parcel taxes and fees in 2021;
4. To implement a 0 per cent increase to water parcel taxes and user fees in 2021; and
5. To include the project amounts as described in Appendix "A" and attached to Administrative Report to Council No. 20-129.

CARRIED

9. BYLAWS FOR FIRST AND SECOND READINGS

9.1 Zoning Amendment Bylaw (Cheakamus Crossing Parcelization) No. 2298, 2020

Moved By Councillor J. Ford

Seconded By Councillor C. Jewett

That "Zoning Amendment Bylaw (Cheakamus Crossing Parcelization) No. 2298, 2020" be given first and second readings.

CARRIED

10. BYLAWS FOR FIRST, SECOND AND THIRD READINGS

10.1 Solid Waste Amendment Bylaw No. 2305, 2020

Moved By Councillor C. Jewett

Seconded By Councillor A. De Jong

That "Solid Waste Amendment Bylaw No. 2305, 2020" be given first, second and third readings.

CARRIED

11. BYLAWS FOR ADOPTION

11.1 Zoning Amendment Bylaw (8104 McKeevers Place) No. 2292, 2020

DRAFT

Moved By Councillor C. Jewett

Seconded By Councillor J. Grills

That "Zoning Amendment Bylaw (8104 McKeevers Place) No. 2292, 2020" be adopted.

CARRIED

12. OTHER BUSINESS

12.1 Whistler Off Road Cycling Association (WORCA) Council Member Appointment

Moved By Councillor A. De Jong

Seconded By Councillor J. Ford

That Council appoint Councillor Jewett to the Whistler Off Road Cycling Association.

CARRIED

12.2 Whistler Public Library Board of Trustees Council Member Appointment

Moved By Councillor C. Jewett

Seconded By Councillor A. De Jong

That Councillor Forsyth be appointed to the Whistler Public Library Board of Trustees for a one year term, effective January 1, 2021.

CARRIED

12.3 Notification of Liquor Licence Advisory Committee Appointments

Mayor J. Crompton announced that Terry Clark and Julie Lanteigne were appointed to the Liquor Licence Advisory Committee.

13. CORRESPONDENCE

13.1 The Canada Pharmacare Act File No. 3009

Moved By Councillor J. Grills

Seconded By Councillor C. Jewett

That correspondence from MP Peter Julian, MP Jenny Kwan and MP Don Davies regarding the Canada Pharmacare Act be received and referred to staff.

CARRIED

13.2 Proposed Tax Increase File No. 3009

Moved By Councillor D. Jackson

Seconded By Councillor J. Grills

That correspondence from Kathleen and Robert Smith regarding the proposed tax increase be received and referred to staff.

CARRIED

13.3 White Gold Undergrounding Project File No. 20-111

Moved By Councillor C. Jewett

Seconded By Councillor D. Jackson

That correspondence from Angela Samuda regarding the White Gold Undergrounding Project be received and referred to staff.

CARRIED

13.4 Towing Practices File No. 3009

Moved By Councillor C. Jewett

Seconded By Councillor J. Ford

That correspondence from Deborah Taylor regarding towing practices be received and referred to staff.

CARRIED

13.5 Whistler Community Services Society's fees File No. 3009

Moved By Councillor J. Grills

Seconded By Councillor J. Ford

That correspondence from John and Karen Wood regarding the Whistler Community Services Society's fees be received and referred to staff.

CARRIED

13.6 Re-Zoning Proposal (5298 Alta Lake Road) File No. RZ1157

Moved By Councillor C. Jewett

Seconded By Councillor R. Forsyth

That correspondence from the following individuals, regarding Zoning Amendment Bylaw (5298 Alta Lake Road) No. 2283, 2020 and Official Community Plan Amendment Bylaw (5298 Alta Lake Road) No. 2289, 2020 be received and referred to staff:

- Heidi Rode; and

- Rachael Lythe.

CARRIED

14. TERMINATION

Moved By Councillor J. Ford

Seconded By Councillor A. De Jong

That the Regular Council Meeting of December 15, 2020 be terminated at 10:35 p.m.

CARRIED

Mayor, J. Crompton

Municipal Clerk, B. Browning

DRAFT

WHISTLER

REPORT | INFORMATION REPORT TO COUNCIL

PRESENTED: January 5, 2021 **REPORT:** 21-001

FROM: Corporate and Community Services **FILE:** 4530

SUBJECT: THIRD QUARTER FINANCIAL REPORT – 2020

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

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

RECOMMENDATION

That Council receive Information Report No. 21-001 Quarterly Financial Report for the quarter ended September 30, 2020.

REFERENCES

Appendix "A" – Quarterly Financial Report for the quarter ended September 30, 2020.

PURPOSE

The purpose of this Quarterly Report is to provide Council with a comparison of the quarterly budget amounts with actual quarterly revenues and expenditures for operating departments and projects, and to advise Council of the investment holdings as of September 30, 2020.

DISCUSSION

At the end of the third quarter of 2020, overall *operating* revenues were at 93 per cent, and *operating* expenditures 71 per cent of their amended, annual budgeted amounts. Budgeted amounts were amended twice in 2020, and the data presented here represents the most recent budget version. This compares to 92 per cent and 72 per cent respectively in the prior fiscal year.

As of September 30, 2020, actual net *project* expenditures were 42.3 per cent of total budgeted expenditure for the year. This number is ahead of the average proportionate spend from the preceding five years of 36.1 per cent.

Investment income, including changes in market values, for the six months ended September 30, 2020 was $2,367,474 (unaudited). This is 111 per cent of the total budgeted investment income for the year. Future investment income is dependent upon the market conditions at that time. Most investment income is allocated to reserves in order to fund future expenditures, with some allocated to operations throughout the year.

Additional commentary and financial information is provided in the report attached as Appendix "A".

OTHER POLICY CONSIDERATIONS

Council Policy A-3: Investments Policy requires reporting of investment holdings, and investment performance on an annual basis.

BUDGET CONSIDERATIONS

There are no direct external costs to prepare the quarterly financial report. All internal costs are accommodated within the annual operating budget of the municipality.

COMMUNITY ENGAGEMENT AND CONSULTATION

Financial information continues to be reported publicly on a regular basis.

SUMMARY

Municipal operating and project revenues and expenditures are reported with comparison to annual budget. Investment holdings and performance are reported as required by the investment policy.

Respectfully submitted,

Carlee Price
DIRECTOR OF FINANCE

for

Ted Battiston
GENERAL MANAGER OF CORPORATE AND COMMUNITY SERVICES

THIRD QUARTER FINANCIAL REPORT

FOR THE NINE MONTHS ENDED SEPT 30, 2020

The Resort Municipality of Whistler | January 05, 2021

THE PREMIER MOUNTAIN RESORT COMMUNITY
MOVING TOWARD A SUSTAINABLE FUTURE

WHISTLER

INTRODUCTION

Quarterly financial reporting is prepared by the Resort Municipality of Whistler as a means of providing the community and Council with a regular overview of financial information.

This report includes four sections.

1 Revenue & Expenditures	presents a review of consolidated revenues and expenditures for the organization. Revenues here are grouped by category and expenses grouped by operating division or functional service area. (pp 2-3)
2 Department Results	breaks expenditures down further, from operating division to the component departments. The organizational chart below shows departments grouped into their associated divisions. (pp 4-7)
3 Project Expenditure	discusses project spending, both in aggregate and at the individual project level. (pp 8-14)
4 Investments	reviews the RMOW's investment portfolio and associated income for the period. (pp 15)

All financial information is based on preliminary, unaudited information reported from the municipal financial system as of the report date. Seasonal variations in municipal operations may affect the proportion of revenues achieved or expenditures incurred to date. This is particularly evident with projects as the project activity may not have commenced or may have incurred few actual expenditures at the end of the reporting period.

All revenue & expenditure amounts are presented on a non-consolidated basis which may give rise to some variations from amounts included in the actual Five-Year Financial Plan Bylaw. Non-consolidated means that subsidiary companies of the municipality (Whistler Housing Authority for example) are not included and interdepartmental sales and purchases have not been removed. Department results and project expenditures are supplementary information and provide additional detail for readers. Quarterly financial reporting follows the fiscal year of the municipality which is January 1 through December 31.

Questions or comments about this report can be made by:

Email – budget@whistler.ca
Phone – 604-932-5535 (Toll free 1-866-932-5535)

REVENUE & EXPENDITURES OVERVIEW

Revenue

2020 fiscal year overall operating revenues were at 93 per cent and divisional operating expenditures 71 per cent of their amended annual budgeted amounts for the nine months ended Sept 30. This compares to 92 per cent and 74 per cent respectively in the prior fiscal year. A good portion of revenue is typically collected in the first half of the year; this is primarily due to completion of the property tax and utility user fee billing cycle during the second quarter. Also affecting revenue proportions in 2020 is the fact that 1Q operations proceeded largely as normal, with the remainder of the year (and 2Q in particular) affected meaningfully by the COVID-19 pandemic. This means that a larger than typical proportion of full-year revenues will have been collected in the first quarter.

Revenues in the first nine months of 2020 were nine per cent less than in the same period in 2019. RMI and MRDT payments were down -42 percent compared to the prior year, reflecting lower tourist volumes and the timing of RMI payments. Hotel tax revenues are an important revenue stream for the municipality and these amounts will remain under pressure through the balance of this year and as long as international travel restrictions remain in place.

Other non-tax revenue streams were also affected by the pandemic. The closure of municipal facilities, including Whistler Public Library and Meadow Park Sports Centre, took effect on March 17 and remained in place through June 30. Since opening, operations at these facilities have been guided by COVID-safe protocols, which results in meaningful capacity constraints (lower revenues) and higher operating costs. The effects of the closures, as well as the new operating model, can be seen in the -52 percent year over year decline in Programs and Admissions revenue. A reduction in staff levels in 2Q had further effects on things like building permits volumes, which were down -17 percent in the first nine months. Plans are in place to restore staff where associated revenues can reasonably be assumed to follow.

Expenditures

Total divisional operating expenditures at the end of the first quarter were 71 per cent of the amended annual budget compared to 74 per cent in the prior year. Divisional operating expenditures to the end of the third quarter were $2.9 million less than the comparable period one year ago. A healthy portion of this relates to changes in the Festival, Events, and Animation (FE&A) program including the cancellation of the summer concert series.

Within divisions, Resort Experience expenditures, which includes FE&A, were down -19% year over year. Small declines were evident in Mayor & Council operations (-4% compared to 2019, primarily related to travel & meals, and training) and Infrastructure Services (-3%, including reduced BC Transit expense related to Transit reserve draw). A smaller decline in Corporate and Community Services (-1% year over year) reflects some the same pandemic-related operating savings evident in all divisions (travel & meals is an example) offset by increased expenditures related to staffing at recreation facilities specifically required under new safe operations guidelines. This effect was identified as expected in the second quarter report, and will persist through 2020 and into 2021.

Municipal spending requires a good deal of advance planning, which is often contractual in nature. Incoming revenues changed suddenly and severely in the case of COVID-19. Neither is it possible that expense structure adjustments will match changes to reveues, nor do severe expenditure cuts necessarily serve the interests of the community. The RMOW must continue to provide core services to residents through all economic conditions, and must also ensure that the community is maintained in such a way that it may warmly welcome visitors again when the time is right for them to return.

REVENUE & EXPENDITURES TABLE

Resort Municipality of Whistler

Summary of Operational Results
For the Quarter ended Sept 30, 2020 (Unaudited)

	Budget **Annual** amended	Actual 2020 **Year to Date**	% **Budget**	Prior Year **Year to Date**
Revenues				
Property Tax	**49,409,762**	**49,160,881**	99%	48,130,621
User Fees	**13,246,989**	**12,083,162**	91%	11,765,566
Programs & Admissions	**974,026**	**817,502**	84%	1,719,900
Permits and Fees	**3,145,550**	**2,968,854**	94%	3,966,859
Grants Revenue	**1,320,038**	**1,810,345**	137%	2,169,586
Transit Fares, Leases and Rent	**2,377,136**	**1,885,394**	79%	2,846,713
Works and Service Revenue	**662,000**	**263,690**	40%	338,725
RMI and MRDT	**12,721,911**	**8,827,351**	69%	15,275,015
Investment Revenue	**2,604,956**	**2,835,542**	109%	2,632,250
Other Revenue	**2,245,687**	**1,507,976**	67%	1,531,152
	88,708,054	**82,160,698**	93%	90,376,388
Divisional Operating Expenditures				
Mayor and Council	**489,403**	**339,612**	69%	351,977
CAO Office	**2,545,139**	**1,798,085**	71%	1,697,443
Resort Experience	**14,292,582**	**8,785,675**	61%	10,878,359
Infrastructure Services	**26,118,901**	**19,009,734**	73%	19,640,692
Corporate and Community Services	**24,225,125**	**17,827,829**	74%	18,053,066
	67,671,150	**47,760,935**	71%	50,621,537
Corporate Expenditures, Debt, Reserves and Transfers				
Wages and Benefits	**378,005**	**483,572**		137,888
Miscellaneous Supplies	**15,420**	**13,955**		13,795
Contingency	**565,728**	**7,753**		-
Miscellaneous Services	**36,900**	**34,076**		96,175
Heat and Electricity	**2,950**	**2,437**		2,170
Interest and Admin Costs	**41,500**	**22,683**		25,147
External Partner Contributions	**4,255,055**	**1,732,305**		3,941,472
Internal Charges	**70,000**	**75,000**		20,000
Long Term Debt	**1,082,326**	**5,572,218**		102,452
Debt Interest	**678,662**	**388,428**		340,472
Transfers to Other Funds	**18,547,732**	**16,840,494**		15,786,825

DEPARTMENT RESULTS

Revenue

As noted previously, revenues ended the third quarter at 93 per cent of currently budgeted levels. In the case of RMI and MRDT (both down over previous year levels), the assignment of these revenues to the associated division (primarily Resort Experience) is largely an accounting exercise, which was delayed in 2020 due primarily to the pandemic. Resort Experience revenues were indeed affected in the first half of 2020, but not to the extent that the divisional allocation here suggests. More immediately visible were the effects of the pandemic on Transit (Infrastructure Division), where revenues were down -24 per cent year over year. Ridership on Transit declined concurrently with the closure of local business, including Whistler Blackcomb, in March. In addition, fare collection was suspended from April 20 to May 31. Community and Corporate Services departments including Protective Services (down -25 percent), in Recreation (down -24%) and at Meadow Park Sports Centre (down -55%) all reported lower revenues in the first nine months of 2020 compared to 2019. Year over year declines have slowed in some cases and will continue to improve through the end of this year, but the operating environment remains challenging. Building Department reported relaively strong first half 2020 department-level revenues, declining just 10% from 2019 levels, but remains challenged from a capacity perspective. Building and renovation activity in the community remains robust despite the pandemic's widespread economic effects.

Expenditures

Expenditures ended the third quarter at 71 per cent of the currently budgeted annual amount. Annual budget numbers have been adjusted to consider the post-COVID-19 environment. This means that planned expenditures have been trimmed in cases where facilities were closed or programs cut. Lower expenditures through closure periods mean that the first quarter spending levels represent a greater proportion of full year amounts. Examples include Meadow Park Sports Centre and Recreation. Expenditures in both of these departments are lower than in 2019, but these effects primarily relate to second quarter operations and the facility closures. The year over year gap in spending is expected to narrow as the year progresses. Due to reduced FE&A spending, Village Events and Animation and spending was down significantly as previously discussed. Departments reporting greater levels of expenditures in 2020 compared to 2019 included Environmental Stewardship and Communications. In the case of Environmental Stewardship, activity has increased in line with Council's commitment to its Climate Action focus area. The Communications department had and has a critical role to play in ensuring that COVID-related Provincial Health Orders are well known and understood within the community. Increased spending here relates to these efforts, and will likewise persist so long as Orders remain in place.

Resort Municipality Of Whistler
Comparative Summary of Department Operations
REVENUES
For the nine months ended Sept 30 (unaudited)

	Budget 2020 amended	Budget 2019	Actuals 2020 First 9 months	Current Year % of budget	YOY Change
Mayor & Council	-	-	-	-	-
Mayor and Council Total	-	-	-	-	
Administrator	-	-	-	-	-
Communications	-	-	-	-	-
Human Resources	-	-	-	-	-
CAO Office Total	-	-	-	-	-
Cultural Planning and Development	-	-	-	-	-
Village Events and Animation	(3,479,507)	(3,529,756)	(24,514)	1%	-99%
Division Administration	(40,000)	(40,000)	(40,000)	100%	0%
Resort Operations	(2,899,849)	(2,755,968)	(2,702,176)	93%	-1%
Facilities	(959,271)	(901,328)	(289,980)	30%	-7%
Environment Stewardship	(167,129)	(43,235)	(68,634)	41%	79%
Planning	(184,640)	(189,350)	(119,618)	65%	-3%
Resort Experience Total	(7,730,396)	(7,459,637)	(3,244,922)		
Infrastructure Services Administration	-	-	-	-	-
Development Services/Energy Mgmt	(13,500)	(13,500)	(8,665)	64%	0%
Transportation	(1,750)	-	-	-	-
Central Services	(2,734,222)	(2,711,194)	(1,792,486)	66%	-10%
Solid Waste	(7,446,939)	(7,262,919)	(6,322,964)	85%	0%
Transit	(2,937,700)	(3,894,500)	(2,437,451)	83%	-24%
Building Department Services	(858,500)	(1,454,221)	(619,699)	72%	-17%
Water Fund	(7,123,940)	(6,984,727)	(7,320,600)	103%	3%
Sewer Fund	(8,835,831)	(8,394,800)	(8,487,211)	96%	8%
Infrastructure Services Total	(29,952,382)	(30,715,861)	(26,989,076)		
Finance	(102,550)	(102,000)	(53,113)	52%	-30%
Legislative Services	(3,500)	(7,000)	(4,686)	134%	293%
Information Technology	(65,000)	(65,558)	(49,050)	75%	0%
Protective Services	(3,162,566)	(4,486,356)	(3,032,696)	96%	-25%
Fire Rescue Service	(49,700)	(50,000)	(62,251)	125%	30%
Whistler Public Library	(153,900)	(161,400)	(123,407)	80%	-21%
Recreation	(907,289)	(1,429,631)	(868,760)	96%	-24%
Meadow Park Sports Centre	(863,363)	(1,988,406)	(651,712)	75%	-55%
Corp. and Community Services General	-	-	-		
Corporate and Community Services Total	(5,307,868)	(8,290,351)	(4,845,676)		
General Fund	(49,155,487)	(45,262,615)	(45,339,674)	92%	-4%
Corporate Accounts Total	(49,155,487)	(45,262,615)	(45,339,674)		

Resort Municipality Of Whistler
Comparative Summary of Department Operations
EXPENDITURES
For the nine months ended Sept 30 (unaudited)

	Budget 2020 amended	Budget 2019	Actuals 2020 First 9 months	Current Year %of budget	YOY Change
Mayor & Council	**489,403**	**472,233**	**339,612**	**69.4%**	**-3.51%**
Mayor and Council Total	489,403	472,233	339,612		
Administrator	**838,753**	**721,210**	**552,871**	**65.9%**	**0.65%**
Communications	**699,051**	**592,461**	**507,308**	**72.6%**	**25.21%**
Human Resources	**1,007,336**	**958,490**	**737,906**	**73.3%**	**-0.69%**
CAO Office Total	2,545,139	2,272,160	1,798,085		
Cultural Planning and Development	**149,854**	**160,090**	**126,084**	**84.1%**	**-1.84%**
Village Events and Animation	**3,620,491**	**3,701,591**	**1,163,682**	**32.1%**	**-57.73%**
Division Administration	**302,054**	**340,813**	**219,823**	**72.8%**	**-22.65%**
Resort Operations	**5,238,797**	**5,466,900**	**3,984,514**	**76.1%**	**-9.87%**
Facilities	**2,506,952**	**2,557,982**	**1,576,587**	**62.9%**	**-1.56%**
Environment Stewardship	**553,040**	**495,453**	**401,183**	**72.5%**	**15.34%**
Planning	**1,921,394**	**1,905,997**	**1,313,803**	**68.4%**	**-2.12%**
Resort Experience Total	14,292,582	14,628,826	8,785,675		
Infrastructure Services Administration	**341,655**	**327,908**	**238,938**	**69.9%**	**11.42%**
Development Services/Energy Mgmt	**660,343**	**621,358**	**467,602**	**70.8%**	**2.97%**
Transportation	**2,500,220**	**2,562,021**	**1,634,035**	**65.4%**	**-5.50%**
Central Services	**2,499,262**	**2,660,570**	**1,735,727**	**69.4%**	**-10.61%**
Solid Waste	**5,922,939**	**6,102,774**	**4,303,332**	**72.7%**	**-5.19%**
Transit	**6,539,980**	**7,266,400**	**5,208,261**	**79.6%**	**-1.79%**
Building Department Services	**1,029,435**	**1,159,321**	**789,331**	**76.7%**	**-4.04%**
Water Fund	**3,370,591**	**3,198,408**	**2,363,177**	**70.1%**	**0.78%**
Sewer Fund	**5,111,191**	**5,006,101**	**3,705,214**	**72.5%**	**-1.92%**
Infrastructure Services Total	27,975,615	28,904,860	20,445,618		
Finance	**2,156,005**	**2,079,750**	**1,847,991**	**85.7%**	**3.06%**
Legislative Services	**841,755**	**928,499**	**592,439**	**70.4%**	**-2.76%**
Information Technology	**1,871,521**	**1,642,033**	**1,480,932**	**79.1%**	**6.19%**
Protective Services	**7,457,718**	**6,905,455**	**5,310,793**	**71.2%**	**7.51%**
Fire Rescue Service	**4,518,539**	**4,739,395**	**3,360,430**	**74.4%**	**-2.82%**
Whistler Public Library	**1,328,039**	**1,307,002**	**988,184**	**74.4%**	**-0.60%**
Recreation	**2,303,902**	**2,494,933**	**1,566,375**	**68.0%**	**-8.27%**
Meadow Park Sports Centre	**3,441,125**	**3,794,050**	**2,450,544**	**71.2%**	**-16.85%**
Corp. and Community Services General	**306,521**	**276,199**	**230,141**	**75.1%**	**9.84%**
Corporate and Community Services Total	24,225,125	24,167,318	17,827,829		
General Fund	**6,621,247**	**4,071,960**	**1,915,667**	**28.9%**	**-54.92%**
Corporate Accounts Total	6,621,247	4,071,960	1,915,667		

PROJECTS

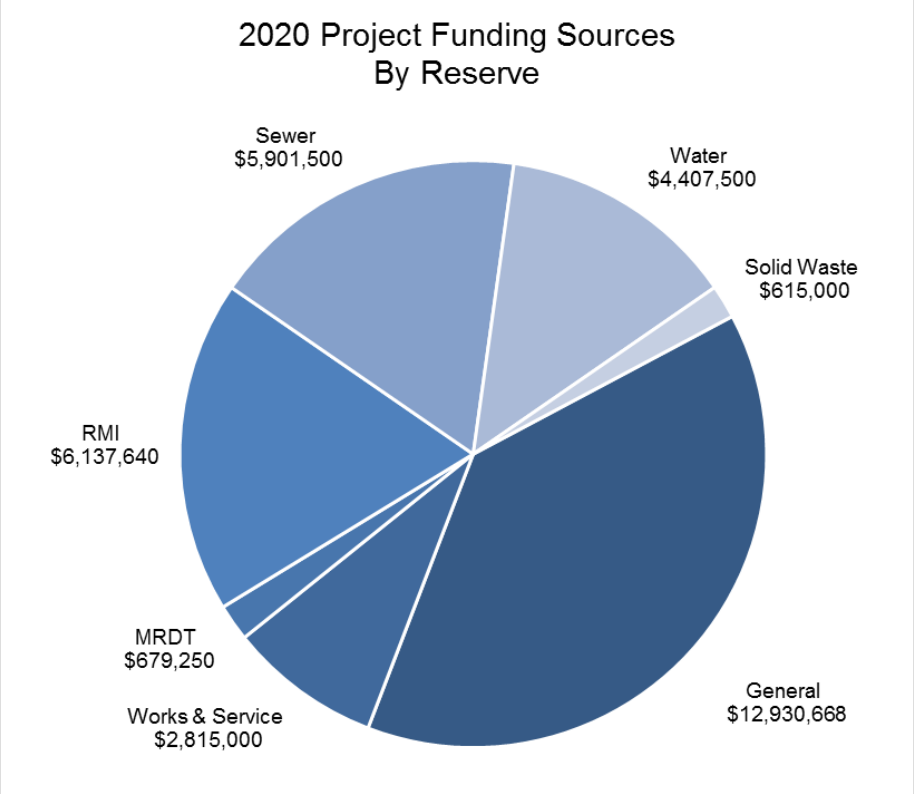
Projects aim to deliver specific unique and non-recurring outcomes (often, but not always capital in nature) to the community. Because these works can be significant in size, particularly in aggregate, they are funded from municipal reserves. Each year, projects and the planned spending associated with each are presented for consideration with the Budget Guidelines. Individual project budgets may be revised throughout the year via amendments to the Five Year Financial Plan. There have been three such amendments this calendar year to date that affect projects. This report considers actual spending associated with each project relative to its current budget allocation.

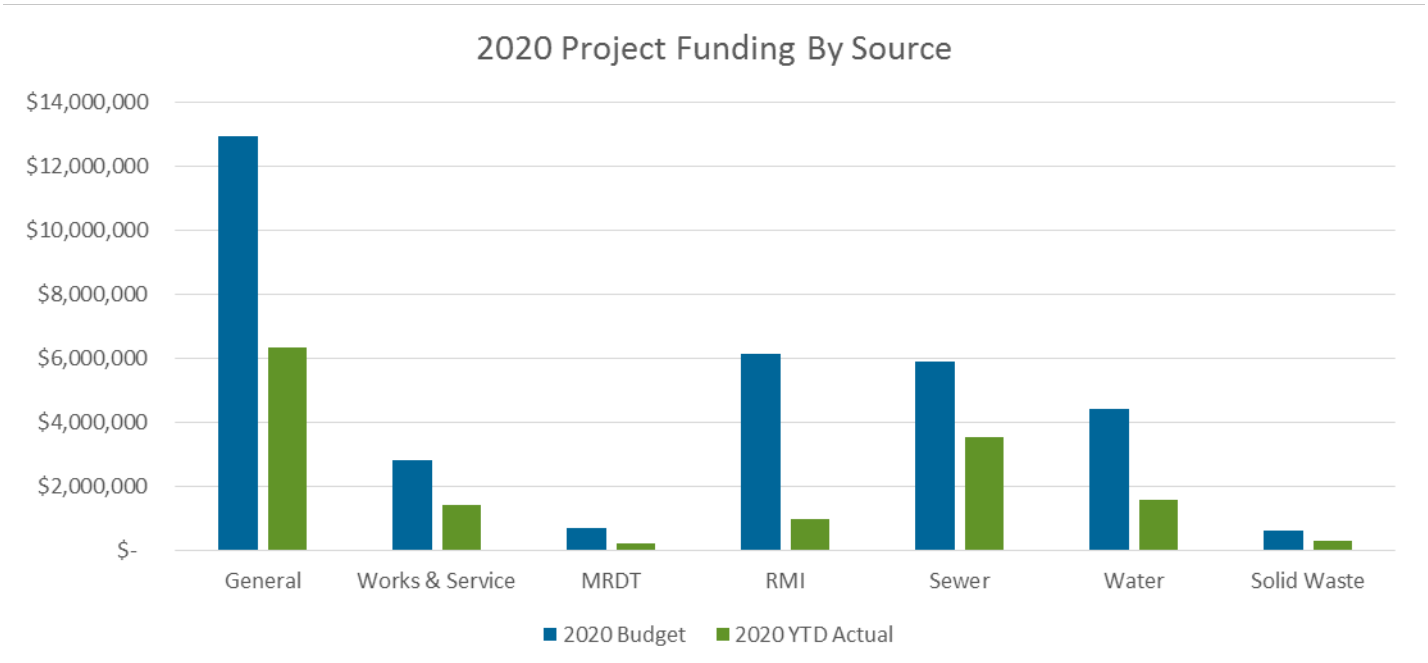
As of September 30, 2020, actual net project expenditures were 42.3 per cent of total budgeted expenditure for the year. This number is ahead of the average proportionate spend from the preceding five years of 36.1 per cent. Several reasons exist for this difference. Budgeted amounts are current, and reflect the outcome of a thorough project reprioritization exercise that formed part of the RMOW's planned spending revisions related to the COVID-19 pandemic. These changes were detailed in a presentation to Council on May 5, 2020 and reflected in Five Year Financial Plan Amendment Bylaw 2281. Because changes to planned project spending were extensive, the projects that are being delivered today were in many cases already in progress and all have highest priority to the community in the context of the current environment.

Separately, there were several large projects, including MPSC Natatorium HVAC Replacement and MPSC Cardio Room Expansion which were already nearing completion at the start of this fiscal year. In total, 114 of the 141 projects with planned 2020 spending had some level of expenditure recorded against them as of September 30, 2020.

Not all budgeted project spending will necessarily take place during the fiscal year due to unplanned or unforeseen factors. As projects are funded from municipal reserves, financial resources not used during the year will remain in the reserves until required. This does not directly impact the operating surplus or deficit for future fiscal planning purposes.

For 2020 the budgeted amount to be funded from reserves and external sources is $33.5 million. The pie chart below provides a breakdown of funding sources for projects in 2020 and the amount that each contributed. Actual spending, as noted, varies from budgeted amounts and appears in the bar chart below.





Summary of Project Expenditures

For the nine months ended Sept 30, 2020 (unaudited)

		2020 Budget	2020 Expenditures	% of Budget
Mayor and Council				
Mayor & Council				
A084	International Partnerships	5,000	-	n/a
Dept Total: Mayor & Council		**5,000**	**-**	**n/a**
Division Total: Mayor and Council		**5,000**	**-**	**n/a**
CAO Office				
Administrator				
A070	Mayors Task Force on Resident Housing	20,000	-	n/a
A080	EPI Initiatives	20,000	-	n/a
A034	Audain Art Museum-Founders Program	25,000	-	n/a
C069	First Nations Relations	25,000	-	n/a
A082	Visitor Awareness Guides	50,000	-	n/a
A051	Corporate Communications	60,000	33,651	56%
A083	Strategic Planning Committee	100,000	-	n/a
Dept Total: Administrator		**300,000**	**33,651**	
Human Resources				
H013	Employee Engagement	15,000	-	n/a
H002	Collective Bargaining	36,000	5,000	14%
H014	CAO Executive Search	37,000	34,925	94%
Dept Total: Human Resources		**88,000**	**39,925**	
Division Total: CAO Office		**388,000**	**73,576**	**19.0%**
Resort Experience				
Cultural Planning and Development				
A079	Learning and Education Initiatives	89,250	(6,839)	-8%
Dept Total: Cultural Planning and Development		**89,250**	**(6,839)**	
Division Administration				
P041	Building Department File Scanning	10,000	2,763	28%
X092	Cheakamus Crossing Light Replacment Program	10,000	-	n/a
A074	Interpretive Panels	100,000	10,480	10%
X079	Seismic and emergency power review	117,320	-	n/a
C012	Conference Centre Annual Building Reinvestment	150,000	-	n/a
A072	Geopark	170,000	50,170	30%
Dept Total: Division Administration		**557,320**	**63,413**	
Environment Stewardship				
P079	Energy Program	94,600	28,570	30%
P044	GIS Layer Update Project	15,000	4,468	30%
P084	Western Toad Infrastructure	43,000	33,433	78%
S018	Community Wildfire Protection	800,000	701,613	88%
Dept Total: Environment Stewarship		**952,600**	**768,084**	
Resort Operations				
X142	MPSC Building Envelope Repairs	1,000	1,250	125%
X147	Event Electrical Kiosk Replacement	8,000	199	2%
X152	Village Stroll Tree Strategy	8,000	-	n/a
P023	Parks Accessibility Program	10,000	-	n/a
X128	Electric Vehicle Charging Station	10,000	6,684	67%
X131	Alta Vista Works Yard - training room upgrades	12,000	5,060	42%
X130	Park Washroom - Counter Top Rejuvenation	15,000	-	n/a

Summary of Project Expenditures

For the nine months ended Sept 30, 2020 (unaudited)

		2020 Budget	2020 Expenditures	% of Budget
Resort Experience (con't)				
X155	Myrtle Philip Irrigation Capacity	20,000	3,703	19%
X139	Village Stroll light replacement	26,000	14,350	55%
X136	Rainbow to Scotia Creek VT	30,000	35,200	117%
X096	Access Control Upgrades	39,000	-	n/a
X153	Valley Trail Feasibility	40,000	395	1%
X119	WAG Kennel upgrades	50,000	-	n/a
X140	CECAP Trail Hardening	50,000	5,152	10%
X145	Rainbow Park Rejuvenation	50,000	7,339	15%
X084	Tennis Court Reconstruction	55,000	50,291	91%
X058	Municipal Hall Continuing Improvements	57,000	39,722	70%
X004	Building General Improvements	60,000	19,952	33%
X146	Alta Vista to Nita Lake Valley Trail Lighting	62,000	-	n/a
X071	Lighting and Electrical rejuvenation	75,000	17,804	24%
X008	Recreation Trail Program	80,000	31,331	39%
X121	Recreational Trailheads	80,000	4,750	6%
X126	Municipal Hall Air Conditioning	105,000	104,857	100%
X134	Recreation BCA Building Upgrades	83,128	-	n/a
T021	Valley Trail Reconstruction	110,000	31,177	28%
X067	WVLC Parkade Rehabilitation Program	135,000	-	n/a
X055	Alpine Trail Program	150,000	113,664	76%
X012	Park Operations General Improvement	160,000	70,084	44%
X141	MPSC Cardio Room Expansion	389,000	397,369	102%
X117	Valley Trail Access and Safety Improvements	395,000	21,035	5%
X116	Meadow Park Rejuvenation	820,000	18,992	2%
X135	REX - BCA report Building Upgrades	1,097,907	177,161	16%
X143	MPSC – Natorium HVAC Replacement	1,140,000	1,057,287	93%
X138	VT Millar Creek to Function	1,269,640	178,428	14%
Dept Total: Resort Operations		**6,692,675**	**2,413,236**	
Planning (ALL)				
P060	Maury Young Arts Centre External Signage Upgrade	13,873	-	n/a
P051	Artificial Turf Field	15,000	3,300	22%
X127	Subdivision Sign Rejuvenation	15,000	42	0%
P032	Village Square & Mall Rejuvenation - Way-finding	25,000	12,161	49%
P083	Village Square Paver Rejuvenation	35,000	5,740	16%
P082	Sightlines Bridge Rejuvenantion	60,000	14,795	25%
P053	Park Master Planning	80,000	52,167	65%
P064	Planning Initiatives	138,000	52,238	38%
P005	Village Enhancement	145,000	31,352	22%
P074	Millar Creek Lands	150,000	1,444	1%
P069	Land Purchases	1,700,000	1,673,382	98%
P075	Village Washroom Buildings	2,700,000	516,352	19%
Dept Total: Planning (ALL)		**5,076,873**	**2,362,973**	
Division Total: Resort Experience		**12,416,118**	**4,832,783**	**38.9%**

Summary of Project Expenditures

For the nine months ended Sept 30, 2020 (unaudited)

		2020 Budget	2020 Expenditures	% of Budget
Infrastructure Services				
General Manager				
E139	Civic Platform Implementation	100,000	5,454	5%
X132	Utility Building Upgrades	100,000	-	n/a
Dept Total: General Manager		**200,000**	**5,454**	
Transportation				
T059	LED Streetlight Replacement	10,000	-	n/a
T067	Storm Water Infrastructure Annual Monitoring	10,000	3,312	33%
T060	Tapley's Flood Protection Improvements	15,000	60	0%
T074	Gondola Transit Exchange Upgrades	20,000	6,555	33%
T077	GIS Layer Update - Transportation	20,000	19,083	95%
T063	Traffic Light Replacement	25,000	2,568	10%
T057	Air Quality Monitoring Cheakamus Crossing	32,000	21,475	67%
T061	Traffic Studies and Initiatives to support TAG	40,000	28,793	72%
T027	Fitzsimmons Creek Debris Barrier Monitoring	45,000	7,690	17%
T075	Highway Intersection Upgrades	50,000	9,510	19%
T017	Bridge Reconstruction Program	70,000	6,209	9%
T069	Fitzsimmons Creek Compensation Channel Design	75,000	12,470	17%
T052	Flood Plain Mapping	-	176,498	n/a
T076	Nesters Crossing Impound Yard Construction	320,000	184,897	58%
T006	Fitzsimmons Creek Gravel Removal	360,000	319,680	89%
T078	White Gold Utility Undergrounding Project	1,000,000	52,379	5%
T001	Upgrade Roads	1,385,000	403,833	29%
Dept Total: Transportation		**3,477,000**	**1,255,012**	
Central Services				
Y019	Central Services Annual Maintenance	80,000	80,674	101%
Y014	Central Services Annual Reconstruction	500,000	38,497	8%
Y001	Fleet Replacement	2,650,000	796,354	30%
Dept Total: Central Services		**3,230,000**	**915,525**	
Solid Waste				
E159	Streetscape Waste Collection System Improvements	25,000	-	n/a
X133	Solid Waste Building Upgrades	60,000	-	n/a
E130	Solid Waste Outreach Program	90,000	48,300	54%
E088	Solid Waste Annual Reconstruction	250,000	104,604	42%
Dept Total: Solid Waste		**425,000**	**152,904**	
Transit				
T055	Bus Stop Upgrades	100,000	12,235	12%
Dept Total: Transit		**100,000**	**12,235**	

Summary of Project Expenditures

For the nine months ended Sept 30, 2020 (unaudited)

		2020 Budget	2020 Expenditures	% of Budget
Infrastructure Services (con't)				
Water Fund				
E204	Pressure Reducing Valve Station Upgrades	100,000	51,680	52%
E206	Water SCADA Upgrades	100,000	69,526	70%
E200	Water Annual Upgrades	200,000	50,655	25%
E203	Water Pump Station Upgrades	200,000	9,584	5%
E210	Water Operating Capital	357,500	114,427	32%
E201	Reservoirs and Intakes Upgrades	375,000	159,105	42%
E208	Water Metering Program Implementation	500,000	214,467	43%
E205	Watermain Upgrades	2,375,000	893,200	38%
Dept Total: Water Fund		**4,207,500**	**1,562,644**	
Sewer Fund				
E408	District Energy System Upgrades	30,000	24,812	83%
E160	Compost HVAC & Heating System Upgrade	40,000	38,779	97%
E400	WWTP Annual Upgrades	50,000	43,654	87%
E303	Sewer Trunk Main Upgrade	75,000	-	n/a
E410	WWTP Operating Capital Upgrades	107,000	94,476	88%
E306	Sewer SCADA Upgrades	100,000	68,017	68%
E406	WWTP SCADA Upgrades	100,000	54,610	55%
E407	WWTP Tertiary Treatment Upgrades	100,000	97,831	98%
E409	WWTP Building Upgrades	100,000	77,069	77%
E063	Compost Facility Annual Reconstruction	150,000	114,137	76%
E401	WWTP Primary Treatment Upgrades	160,000	135,219	85%
E300	Sewer Annual Upgrades	200,000	22,383	11%
E405	WWTP Secondary Treatment Upgrades	239,000	168,118	70%
E404	WWTP Solids Handling Upgrades	125,000	24,245	19%
E310	Sewer Operating Capital Improvements	665,000	470,899	71%
E301	Sewer Lift Station Upgrades	1,500,000	782,441	52%
E320	Sewer Main Upgrades	2,450,500	1,580,260	64%
Dept Total: Sewer Fund		**6,191,500**	**3,796,950**	
Division Total: Infrastructure Services		**17,831,000**	**7,700,724**	**43.2%**
Corporate and Community Services				
Finance				
C032	Reserve Policy Planning	10,000	3,880	39%
Dept Total: Finance		**10,000**	**3,880**	
Legislative Services				
C070	Legislative Policy Development and Governance Prior	22,000	22,000	100%
Dept Total: Legislative Services		**22,000**	**22,000**	
Information Technology				
I015	RMOW Civic Platform	45,000	8,224	18%
I014	RMOW Geographic Information System (GIS)	63,000	58,802	93%
I001	Computer Systems Replacement	123,250	32,719	27%
I006	Corporate Software	198,800	83,333	42%
I005	Local Infrastructure & Server Room	340,000	124,500	37%
Dept Total: Information Technology		**770,050**	**307,578**	

Summary of Project Expenditures

For the nine months ended Sept 30, 2020 (unaudited)

		2020 Budget	2020 Expenditures	% of Budget
Corporate and Community Services (con't)				
Whistler Public Library				
L010	Library Infrastructure & Improvements	46,000	33,699	73%
L001	Library Furniture and Equipment	64,000	11,897	19%
L002	Library Collection	140,000	94,021	67%
Dept Total: Whistler Public Library		**250,000**	**139,617**	
Meadow Park Sports Centre				
M016	MPSC Parking Lot Upgrades	60,000	1,735	3%
M002	Recreation Infrastructure Replacement	143,200	63,663	44%
M001	Recreation Equipment	212,990	80,810	38%
Dept Total: Meadow Park Sports Centre		**416,190**	**146,208**	
Protective Services				
C048	Parking Meter upgrades	37,000	27,747	75%
S060	RCMP Building/Protective Services Renovation	60,000	24,392	41%
C071	Emergency Program Initiatives	9,700	14,107	145%
C067	Day Lot Operating Committee Capital Project Fund	277,000	266,008	96%
C072	Electric Vehicle Charging Stations	70,500	26,125	37%
Dept Total: Protective Services, 4100		**454,200**	**358,379**	
Fire Rescue Service				
X112	Fire Hall 1 Spatial Needs Analysis	40,000	10,500	26%
S013	Firefighting Equipment Replacement	126,000	124,073	98%
Dept Total: Fire Rescue Service		**166,000**	**134,573**	
Division Total: Corporate and Community Services		**1,318,390**	**804,657**	**61.0%**
Total		**31,565,508**	**13,338,164**	**42.3%**

INVESTMENTS

Investment holdings of the Municipality at September 30, 2020, had a market value of $116,624,192. A list of investment holdings and yields is provided below.

The Municipality holds investment balances in order to earn investment income on funds that are not currently required for operations, projects or capital purposes. Funds held for capital purposes often make up the largest portion of the investment holdings; these amounts represent savings accumulated over time that will typically not be expended until years in the future. Operating cash balances also exist, particularly in 3Q when most property tax payments are received by the Municipality. Conversely, investment holdings are often at their lowest in the months just prior to the property tax collection date.

Investment income, including changes in market values, for the quarter ended September 30, 2020 was $2,367,474 (unaudited). This represents 111 per cent of the total budgeted investment income for the year. Future investment income is dependent upon stated yields as well as market conditions at the time. Most investment income is allocated to reserves to fund future expenditures with some allocated to operations throughout the year.

Issuer	Book Value	Yield
Bank of Nova Scotia	3,000,000	3.25%
Canadian Western Bank	4,000,000	3.25%
BlueShore Credit Union	2,500,000	2.90%
BlueShore Credit Union	3,000,000	1.90%
Bank of Montreal	2,150,000	3.32%
Bank of Nova Scotia	2,974,500	1.90%
Nat'l Bank of Canada	1,998,000	2.11%
Royal Bank of Canada	2,979,000	2.00%
Province of Nova Scotia	3,000,000	2.80%
Canadian Western Bank	3,000,000	2.73%
Province of Manitoba	2,731,259	3.00%
Kootenay Credit Union	3,000,000	2.65%
Canadian Western Bank	5,000,000	2.88%
Royal Bank of Canada	1,000,000	2.15%
Province of British Columbia	1,510,868	1.30%
	41,843,627	
MFA Short Term Bond Fund	74,780,565	
Total Investments	116,624,192	

THE RESORT MUNICIPALITY OF WHISTLER

Host Mountain Resort
2010 Olympic and Paralympic
Winter Games

4325 Blackcomb Way
Whistler, BC Canada V0N 1B4
www.whistler.ca

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TF 1 866 932 5535
FAX 604 935 8109

WHISTLER

REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED:	January 5, 2021	**REPORT:**	21-002
FROM:	Resort Experience	**FILE:**	DVP01198
SUBJECT:	DVP01198 – 3351 PEAK DRIVE – REAR YARD 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 DVP01198 for the proposed alteration located at 3351 Peak Drive to vary the rear setback from 7.5 metres to 5.0 metres for a proposed deck along the rear of the dwelling as illustrated on the Drawings 1, 3 and 4 prepared by R. Diamond Building Design dated March 3, 2018 and Drawing no. 2 prepared by R. Diamond Building Design dated January 30, 2018, attached as Appendix "B" to Administrative Report to Council No. 21-002; and further;

That Council direct staff to advise the applicant that prior to issuance of DVP01198, the following matter shall be completed to the satisfaction of the General Manager of Resort Experience:

a) Step or taper the deck at the north and south ends to improve privacy and better alleviate neighbour concerns.

REFERENCES

Location:	3351 Peak Drive
Legal:	PID 018-641-458; Strata Lot 3 District Lot 4751 Group 1 New Westminster District Strata Plan LMS1248
Owner:	McDonald, Andrea
Zoning:	Development Area 8, Blueberry Land Use Contract Bylaw No. 108, 1978

Appendix "A" – Location Plan
Appendix "B" – Architectural Plans
Appendix "C" – Correspondence Received

PURPOSE OF REPORT

This Report seeks Council's consideration for variances to the Blueberry Hill Land Use Contract "Land Use Contract Bylaw No. 108, 1978" for a proposed deck at the rear of the existing detached dwelling at 3351 Peak Drive. The proposed deck will have foundations and supports located in the rear setback area.

Council has the authority under Section 546 of the *Local Government Act* to vary a Land Use Contract by way of a development variance permit.

DISCUSSION

The property owner is proposing to construct a deck at the rear of an existing dwelling at 3351 Peak Drive in the Blueberry neighbourhood.

The dwelling is located at the end of a row of three homes in a cul-de-sac area. These properties overlook Blueberry Drive and are at a higher elevation than the properties to the north. 3351 Peak Drive is bounded by detached dwellings to the north (3406 Blueberry Drive) and south (3345 Peak Drive), and Blueberry Park to the east. A location map is attached as Appendix "A".

The applicant's general rationale is that the proposed deck be a sufficient width for it to be usable as an outdoor living space and that the supports are far enough away from the building that it does not make the existing at-grade patio below the deck unusable. Extending off the second storey at the rear of the dwelling, the deck will be located adjacent to the kitchen and dining area (southern end) and master bedroom (northern end). The deck is also intended to provide some coverage over an existing fire pit space on the at-grade patio below. The proposed deck is 16.6 metres (54'6") long and 3.65 metres (12'10") wide at its widest parts.

The variance request is identified in the table below:

Variance Request	**Blueberry "Land Use Contract Bylaw No. 108, 1978"**
1. Vary the rear building setback as follows: a) Vary the rear setback from 7.5 metres to 5.0 metres for a deck along the rear of the dwelling.	Schedule K to a Land Use Contract Regulations for Development in Area 8 <u>Building Setbacks</u> The minimum permitted rear setback is 7.5 metres.

The architectural plans are attached as Appendix "B". The proposed deck is 5.0 metres from the rear property line at its south end and approximately 6.75 metres from the rear property line on its north end. The closest support post is 6.0 metres from the rear property line.

Without the proposed variance, the rear building setback is 7.5 metres and decks are permitted to project 2 metres into a setback provided no foundations or supports encroach into the setback area.

As a result of the neighbour notification to issue the development variance permit, Staff received a detailed inquiry about the project from the neighbour at 3406 Blueberry Drive. This inquiry sought to better understand the proposal and noted some concerns that could occur with the proposed deck. A site meeting was held with planning department staff, the applicant and a neighbour to better understand the project and attempt to alleviate concerns. As part of the discussions, it was explained that the deck size at the northerly end closest to the neighbour is smaller than they could build without a

variance, although since the property line moves inward across the rear of the dwelling to the south the variance is required to achieve their desired design. Following this meeting, the neighbour submitted correspondence citing further concerns related to the project, attached as Appendix "C." Staff have carefully reviewed this letter and the neighbour's concerns are reflected in the DVP evaluation criteria table below. Overall, staff remain in support of the variance but recommend the deck design should be revised to be tapered or stepped at the north and south ends as a condition of approval to better alleviate neighbour concerns. This can be completed following approval of the variance, to the satisfaction of the General Manager of Resort Experience.

POLICY CONSIDERATIONS

Development Variance Permit Criteria

Staff have established criteria for consideration of development variance permits. The proposed variance is considered to be consistent with these criteria as described in the table below, provided the deck plan is revised to step or taper at the north and south ends.

Potential Positive Impacts	Comment
Complements a particular streetscape or neighbourhood.	The deck's design is well integrated with the building and the material's used are in keeping with the character of the existing dwelling. The deck will be visible from Blueberry Drive.
Works with the topography on the site, reducing the need for major site preparation or earthwork.	Not applicable.
Maintains or enhances desirable site features, such as natural vegetation, trees and rock outcrops.	It is understood that there is no intent to remove any trees through this proposal. The deck is proposed to be located above an existing at grade patio and there are no trees in the immediate construction area where the deck is proposed.
Results in superior siting with respect to light access resulting in decreased energy requirements.	Not applicable.
Results in superior siting with respect to privacy.	The proposed deck is located along the rear of the property and respects three metre side setbacks. The proposed deck will be private for the applicant, but will impact privacy to the adjacent neighbor. Subject strata (Strata Plan LMS 1248) is supportive of the proposed variance.
Enhances views from neighbouring buildings and sites.	Not applicable.

Potential Negative Impacts	Comments

Is inconsistent with neighbourhood character.	It is not known what the other sizes of neighbouring deck are but this proposal represents a sizable increase from the existing deck that is currently on the south corner of the property.
Increases the appearance of building bulk from the street or surrounding neighbourhood.	The proposed deck will increase the building's massing. It will span the entire length of the second floor at the rear of the dwelling and will be supported by four footings. It will be attached to the main floor with the deck floor level standing approximately 3.7 metres above the rear patio area. It will be surrounded by 1 metre tall glass railings.
Requires extensive site preparation.	Not applicable.
Substantially affects the use and enjoyment of adjacent lands (e.g. reduces light access, privacy, and views).	The proposed deck may impact the use and enjoyment of 3406 Blueberry Drive, the adjacent private property located to the north of the subject property, as expressed in a letter received by the owners of 3406 Blueberry Drive. The adjacent property is approximately 4-6 metres lower in elevation and the owners concerns include: - the proposed deck will present a increase in massing and bulk as viewed from indoor and outdoor living areas on their property - the proposed deck will impede the mid-morning to mid-day sunlight to their property - the north end of the proposed second storey deck will have a negative effect on their home's privacy - parts of the proposed deck and vertical posts may affect their views to the south - the deck may also present increased noise concerns during night-time.
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.

Blueberry Hill Land Use Contract

The property is located within Development Area 8 of the Blueberry "Land Use Contract Bylaw No. 108, 1978." The requested variance is described in the Discussion section of this report.

The proposal meets all other regulations of the Blueberry "Land Use Contract Bylaw No. 108, 1978".

Official Community Plan Bylaw 2199, 2018

The recommended resolution included within this report is consistent with the goals, objectives and policies included within "OCP Bylaw 2199, 2018". A Development Permit is not required.

BUDGET CONSIDERATIONS

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

COMMUNITY ENGAGEMENT AND CONSULTATION

A sign describing DVP01198 is posted on the property.

Notices were sent to surrounding property owners in December, 2020. At the time of writing this report, one letter has been received expressing concerns from the owner of 3406 Blueberry Drive, the immediate neighbor to the north. This letter is attached as Appendix "C."

Staff has been in communication with the owner of 3406 Blueberry Drive since the project sign was posted. A site meeting was held on the subject property with the applicant to address concerns and get a better understanding of the project's impacts. As follow up to these discussions, the neighbor has summarized their concerns in the attached letter and these comments are reflected in the DVP evaluation criteria table.

SUMMARY

Development Variance Permit DVP01198 proposes a variance to the Blueberry "Land Use Contract Bylaw No. 108, 1978" for a proposed deck at the rear of the dwelling at 3351 Peak Drive for Council's consideration.

Respectfully submitted,

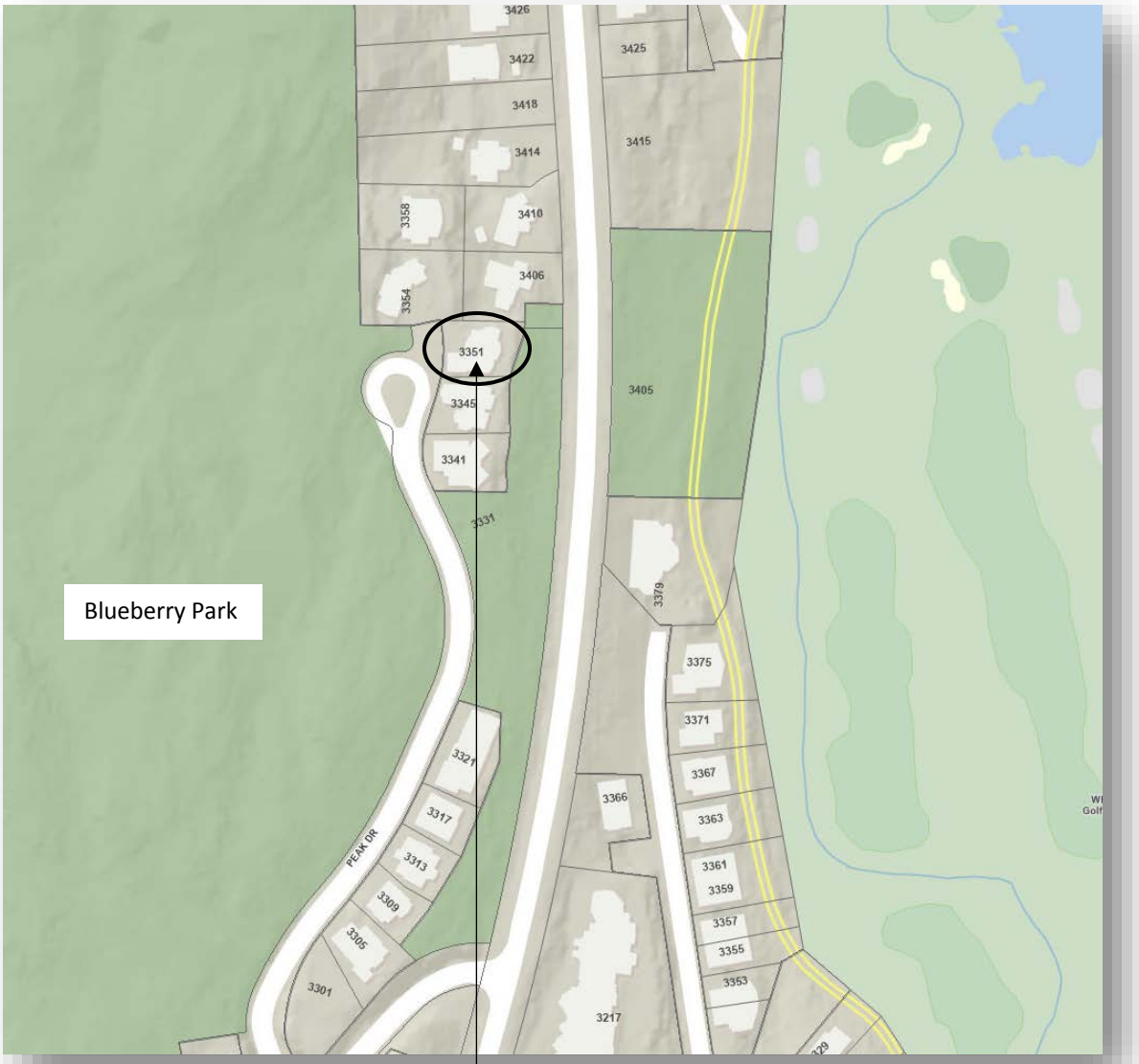
Brook McCrady
PLANNING ANALYST

for

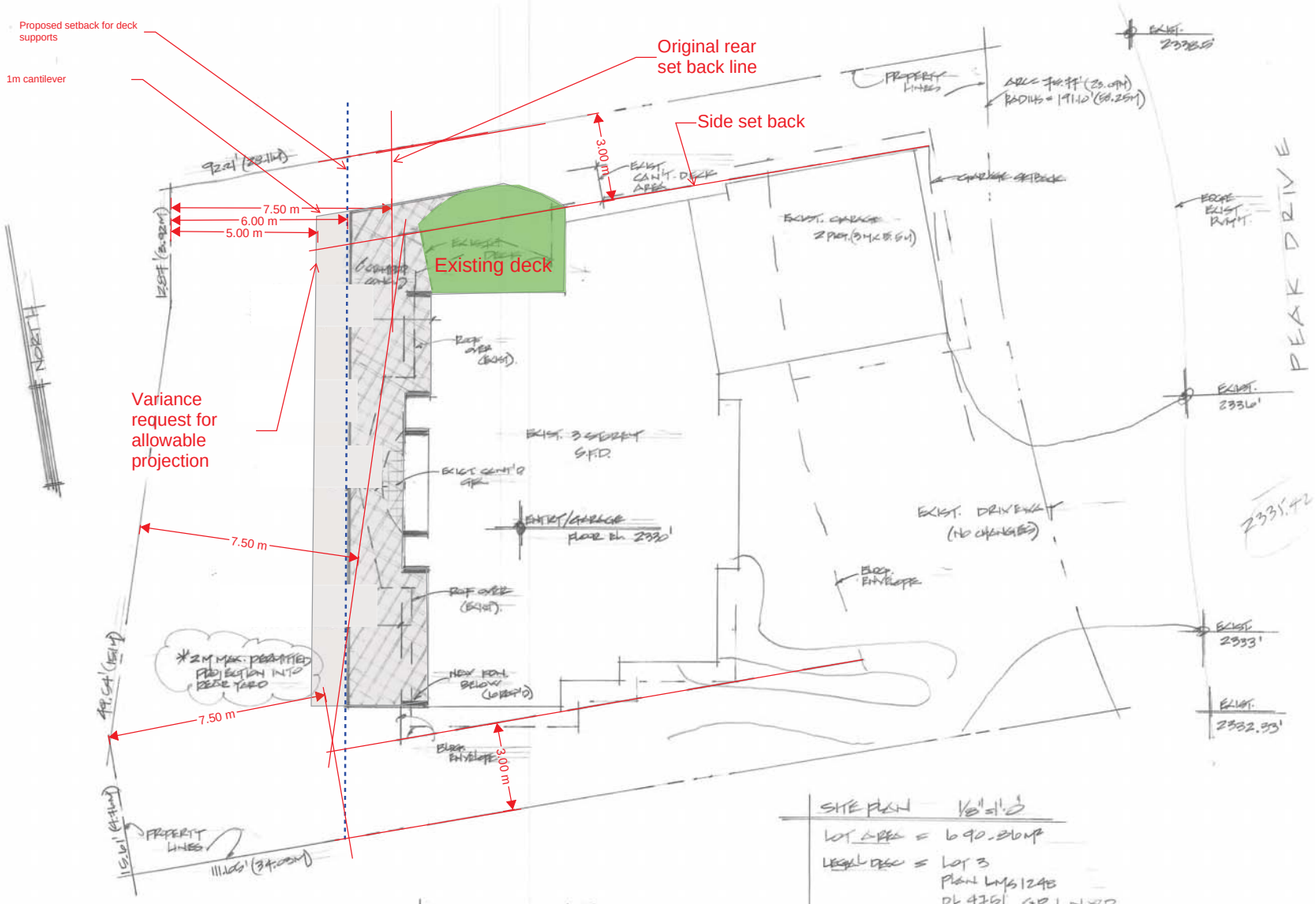
Melissa Laidlaw
ACTING DIRECTOR OF PLANNING

for

Jessie Gresley-Jones
GENERAL MANAGER OF RESORT EXPERIENCE



Subject Property – 3351 Peak Drive



SCOPE OF WORK (SITE)

- CONSTRUCT NEW FOUNDATIONS TO SUPPORT DECK
- MAKE GOOD PATIO & ANY DISTURBED LANDSCAPING.

SITE PLAN 1/8"=1'-0"

LOT AREA = 690.8 M²

LEGAL DESC = LOT 3
PLAN LMS1248
DL 4751 GP.1 N.W.D.

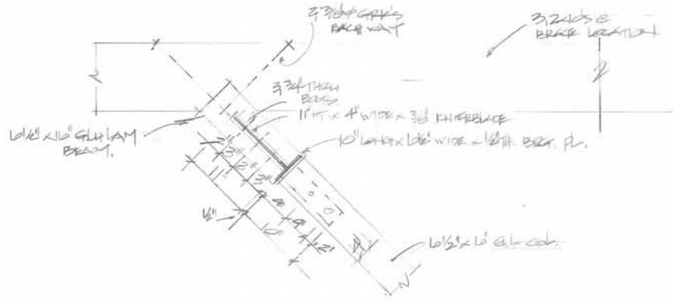
P.I.D. = 018-641-468

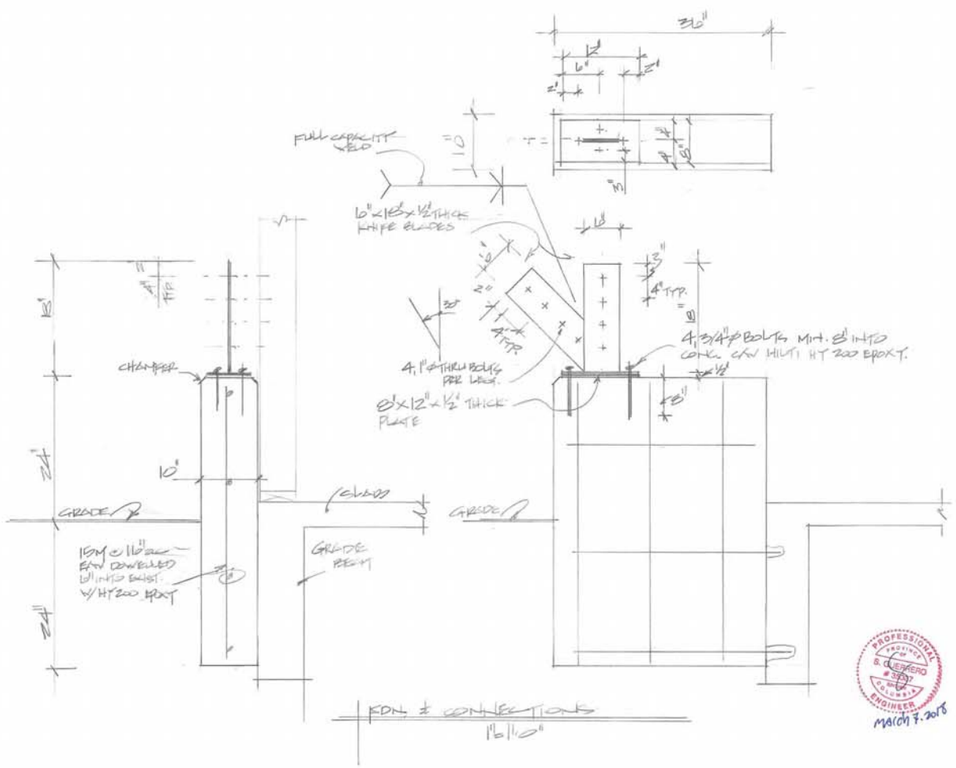
ZONING:

- GOVERNED BY L.U.C. G2947 -

* PROJECTIONS INTO SETBACKS (IE OUTSIDE BLDG. ENVELOPE) ARE PER BYLAW 2023 AS CONFIRMED BY R. LICKEY IN 9 MAY 17 EMAIL COPIED TO BMOW BLDG. DEPT.

NOTE: ALL NEW WORK TO COMPLY W/ SUBP. 9, DIV. B PT 9 - 2012 ED. BC BLDG. CODE





PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
ENGINEER
MARCH 7, 2018

NICHOLS' RESIDENCE (NEW)
3351 PEAK DRIVE, WHISTLER
SITE PLAN / ZONING
DWG. No 1
DATE: 9 JAN. 17
SCALE: 1/8"=1'-0"
BY: R.D.
REVISIONS:
3 MAR. 18 ISSUED FOR CONST.
DIAMOND BLDR. SERVICES
BOX 78 WHISTLER V0N 1B0
604-938-0977

NOTE: ALL NEW WORKS TO COMPLY WITH PART 9, DIV. B, CHAP. C 2012 ED. BCBC

GROUND (1st) FLOOR SCOPE OF WORKS:
- NEW FDNS. & SUPPORT STRUCTURE FOR NEW BALCONY ABOVE
* NO OTHER WORKS @ THIS TIME *

GROUND (1st) FLOOR PLAN
1/4"=1'-0"

SITE: * EXIST. EXCLUDED AREA = PER PREV. PERMIT
NEW EXCLUDED AREA = ∅
TOTAL =

* 2M MAX. PROJECTION INTO REAR SETBACK.
6'-0" (1.83M) CANTILEVERED
REAR BLDG. ENVELOPE (REAR SETBACK) LINE
14'-6" (4.42M)
* 1M MAX. PROJECTION INTO SIDE SETBACK.
LINE OF EXIST. DECK OVER
11'8" (3.56M) ± EXISTING
EXIST. BM. OVER
EXIST. PATIO
EXIST. BED #1
LINE OF NEW BALCONY OVER
1.00 m
EXIST. MELL
CRAWL SPACE (EXIST) < 1.5M HEIGHT
ACCESS DOOR
RELOCATE EXIST. SEPTIC & ENLARGE EXIST. SEPTIC
6'-7" PATIO
POST LINE OVER (TYP.) 7
PATIO (NEW)
EXIST. BED #3
5'-6" (1.68M) EXIST. BLDG.
12'-0" (3.66M)
6 3/4" x 10" GLU-LAM BEAM OVER (DROPPED)
6 3/4" x 10" GLU-LAM KNEE BRACES OVER (5 REQ'D)
K1ZL
9'-6" (2.90M)
EXIST. FAMILY RM.
11'-7" (3.53M)
14'-0" (4.27M)
6 3/4" x 6" GLU-LAM COLUMNS (5 REQ'D)
4'-0" (1.22M)
* 3 3/4" x 6" BEAM LOCATION
3 1/2" x 8" WIDE CONC. FDN. (2 REQ'D) (OPT. STONE CLAD).
PATIO (NEW)
EXIST. BED #2
#2 3/8" D.F. #2 2x10's @ 16" o/c OVER (TYP.)
4'-0" (1.22M)
16'-1" (4.90M)
EXIST. STAIRS
EXIST. MUD ROOM
4%
33%
32'-1" (9.78M)
37'-1" EXISTING BLDG. (11.30M)
2'-4" (0.71M)
3'-6" (1.07M)
1.00 m
2.00 m
LINE OF NEW BALCONY ABOVE
REAR SETBACK LINE
SIDE SETBACK LINE
outline of new deck
Proposed set back line
15'-6" (4.72M)
6'-6" (1.98M)
11'-3" (3.35M)
33'-3" (10.06M) EXIST. BLDG.

R. DIAMOND BLDG. DESIGN
BOX 919
WHISTLER
V0N 1B0
604-938-0774

NICHOLS' RESIDENCE
3349 PEAK DRIVE, BLUEBERRY
NEW DECK - LOWER FLOOR PLAN

DRAWN: BT
CHK'D: RD
DATE: JANUARY 16
SCALE: 1/4"=1'-0"

DRAWG. NO: 2

PROFESSIONAL ENGINEER PROVINCE OF QUEBEC
MARCH 7, 2018

NEW DECK:
- 6MM. GROOVED CAN. CEDAR (SEALED) C/W HYDRONIC HEAT.
- FELT BACKED INSUL.
- 2X SPACER BOARDS
- 2X6 T&G FIR PLY (EXTERIOR TYPE) W/2½" NAILS @ 16" OC. EDGES & 12" OC. FIELD
- 2X10'S
- TRK COPPER C/W METAL VENTS & POT LIGHTS

REMOVE EXIST. DECK SURFACE & RE-CONSTRUCT TO MATCH NEW. PERM. TO CONFIRM STRUCTURE & REMD.

MAX. 31.3" (1M) PROJECTION INTO SIDEYD

EXIST. ONLAND.

SCUPPER (IF TRENCH DRAIN)

EXIST. DECK

12' PATIO SLIDER

2" TRENCH DRAIN (APPROX.)

NEW 999" PATIO SLIDER @ EXIST. OPENING. * FIELD CONFIRM DIMENSIONS *

EXIST. DINING RM.

2% SLOPE

NEW BALCONY

FLASHING TYP.

F/P

F/P

SKYLIGHT (EXIST.)

LIMIT OF HIP OVER

ENTRY.

EXIST. LIVING RM.

EXIST. GARAGE

SUSPENDED SLAB

EXIST. 24" CONC. FOOTING

21'-6"

16'-3" (4.94M)

21'-6" (6.55M)

12'-2" (3.71M)

41'-6" (11.71M)

14'-2" (4.31M)

16'-6" (4.72M)

9'-0" (2.74M)

3'6" (91C)

9'-0" (2.74M) NEW BALCONY

16'-6" (4.72M)

6'-1 1/8" (1.85M)

11'-0" (3.35M)

33'-0" (10.06M) EXIST. PLAN

42" (1.07MM) HEIGHT CLEAR GLASS GUARD C/W METAL & WOOD CAP. SEE SECTION

9'-10 1/8"

(FTRENCH DRAIN)

EXIST. BED RM.

NEW 999" PATIO SLIDER @ EXIST. OPENING. * FIELD CONFIRM DIMENSIONS *

TRANSOM OVER SEE ELEVS.

EXIST. ENSUITE

EXIST. DRESSING

TUB

SHWR

EXIST. ENSUITE

GLASS

GLASS

DN.

EXIST. STAIRS

EXIST. STAIRS

DN.

EXIST. CRAWL SPACE

EXIST. STAIRS

EXIST. STAIRS

* NOTE: ALL CONST. TO MEET THE REQMT'S OF PT. 9, DIV. B, CHAP. C 2012 ED. BCBC

SECOND FLOOR SCOPE OF WORK

- NEW BALCONY & GUARD PER PLAN
- REMOVE WINDOW & PROVIDE NEW PATIO SLIDERS @ DINING RM. & BEDRM. #1 & MAKE GOOD. - SEE PLAN.
- REPLACE EXIST. DECK SURFACE & RE-CONST. TO MATCH NEW.

* NOTE: NEW DOORS/WINDOWS MAX. U.S.I = 1.6 & MUST MEET NAFS (OR A CANADIAN SUPPLEMENT) - DO NOT REMOVE TEMP. LABELS PRIOR TO OBTAINING WRITTEN CONFIRMATION BY EMRAK.

OPEN TO BELOW

EXIST. CRAWL SPACE

DN.

EXIST. STAIRS

EXIST. STAIRS

30" (91C)

22'-3" (6.77M)

9'-10" (2.99M)

5'-10" (1.78M) EXIST. CRAWL SPACE

14'-3" (4.34M)

UPPER (3RD) FLOOR 144 sq.ft.

SIZE: EXIST. GFA = 345 sq. ft. (32.01M²)
NEW GFA = 0
TOTAL 345 sq. ft. (32.01M²)

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

SIZE: EXIST. GFA = PER EMRAK RECORDS
NEW GFA = 0
TOTAL

EXIST. DECK = 152 sq. ft. (14.12M²)
NEW BALCONY = 395 sq. ft. (36.7M²)
TOTAL 547 sq. ft. (50.82M²)

PROFESSIONAL ENGINEER S. GUERRERO

MARCH 7, 2023

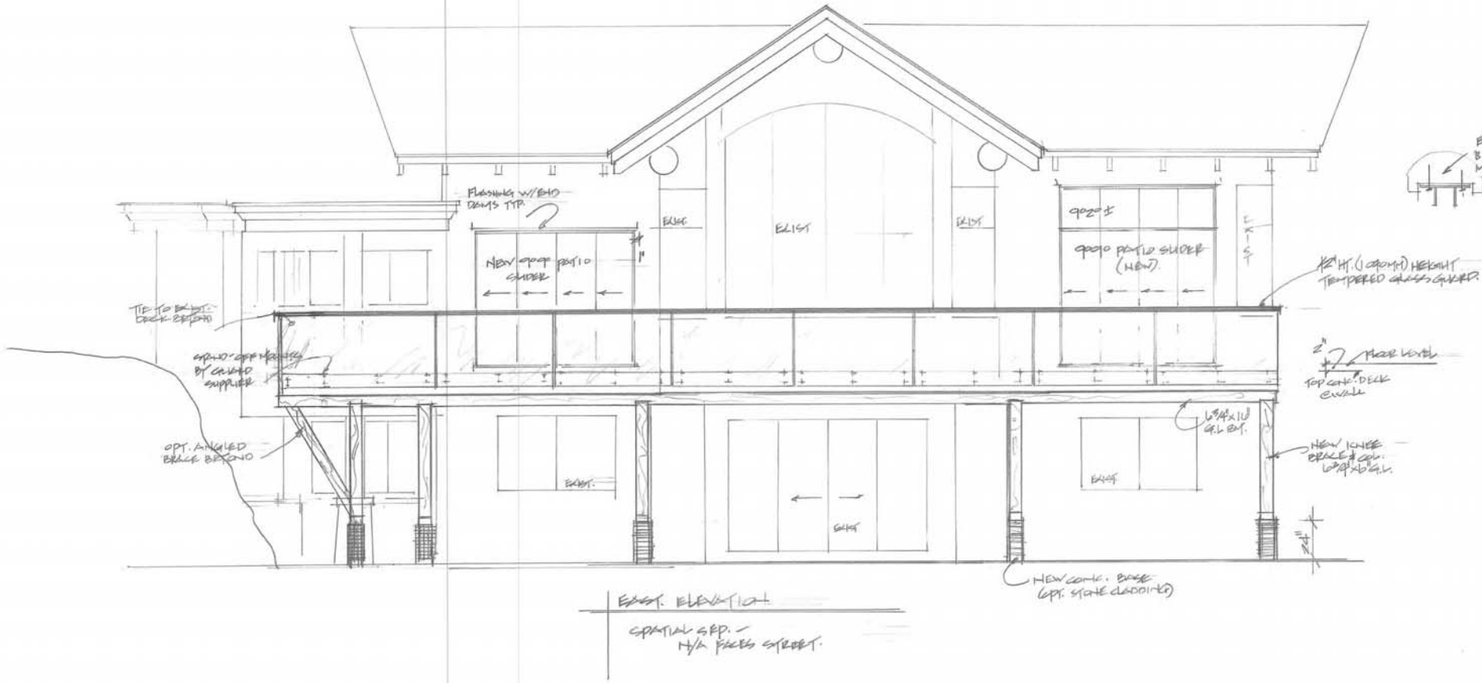
3	MAR. 13 ISSUED FOR CONST
2	
1	

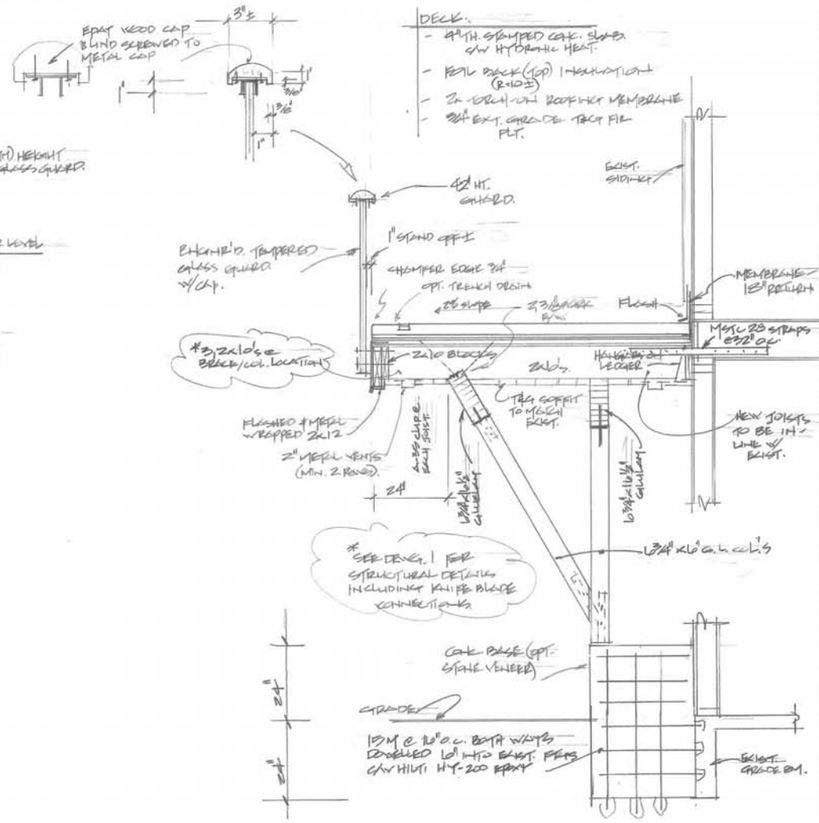
R. DIAMOND BUILDING DESIGN
BOX 788 WHISTLER V0N 1B0
604-938-0879

NICHOLS RESIDENCE
3344 PEAK DRIVE
NEW DECK - TOP FLOOR & LOFT

DRAWN: HH
DATE: MAR 13/23
SCALE: 1/4"=1'-0"
BY: RD

3





R. DIAMOND BLDG. DESIGN
BOX 98
WHISTLER
V0N 1B0

3 MAR 15 ISSUED FOR CONST.

NICHOLS' RESIDENCE
3344 PEAK DRIVE
NEW DECK - ELEVATIONS
PT. 30, DL 4118
SL. 1, PLAN 23179
LOT 98

DRAWING NO. 4

PROFESSIONAL ENGINEER S. GHERARDI
March 9, 2015

Duncan Pearce and Debra Finlay
3406 Blueberry Drive
Whistler, BC

December 17, 2020

Resort Municipality of Whistler
Mayor and Council
4325 Blackcomb Way
Whistler, BC
V8E 0X5

Dear Mayor and Council:

Re: Development Permit Application No DVP01198- 3351 Peak Drive (the "Application")

We are the homeowners adjacent to 3351 Peak Drive to the North. We received notice of the Application by mail on December 9, 2020 (the "Notice").

Given the short time frame within which to fully consider the Application, and the implications for our home, (and given the December 18, 2020 deadline for our written comments to be distributed to council five days before the January 5, 2021 Council meeting on the matter) we have actively sought information necessary to come to an informed view of what is being proposed. We submitted a request for information to the RMOW Planning Department on December 10th. We attended the offices of the Planning Department to review all information on the file. We requested and attended a meeting with the owner's representative and members of the RMOW Planning Department on-site at the subject property yesterday (as we had not been previously contacted by the applicant) to better understand what is proposed.

Given what we have now learned about the Application, as presented to us, and having consideration for the RMOW's Evaluation Criteria for Development Variance Applications, we oppose to the Application for the following reasons:

(a) the proposed deck ,where it meets the second storey of the applicant's structure, will present a significant increase in massing and bulk to the structure as viewed from our main outdoor patio, living room windows and hot tub adjacent to 3351 Peak Drive (see attached diagram) and the from Blueberry Drive. Moreover, it will impede sunlight to our property from the south, south-east, which is the mid-morning to mid-day sun (it should be noted that there is a significant difference in elevation between the two properties); and

(b) from where the proposed deck meets the second storey of the north corner of the applicant's structure, there will be a negative effect on our home's privacy as

occupants of the proposed deck will be able to look directly down on all three of our ground floor patios and hot tub adjacent to the north.

(c) Parts of the proposed deck and vertical posts may well affect our view to the south.

We believe the Application is inconsistent with the RMOW's published Evaluation Criteria for Development Variance Permits. There does not appear to be anything atypical or unique about the applicant's property or site conditions that would require a variance from the applicable Bylaws or Land Use Contract. We are unaware of the Application possessing positive criteria, and arguably, there are four negative criteria that apply in this case, with significant implications for us as immediately adjacent neighbors.

Bearing in mind our comments above, we ask you not to approve the Application in its current form. We would however, be supportive of a modified or separate application that takes into consideration the concerns we have raised.

We appreciate you taking the time to consider our comments with regard to this Application. Should you require any clarification, we would invite you to contact us at [redacted]

Sincerely,

[redacted]

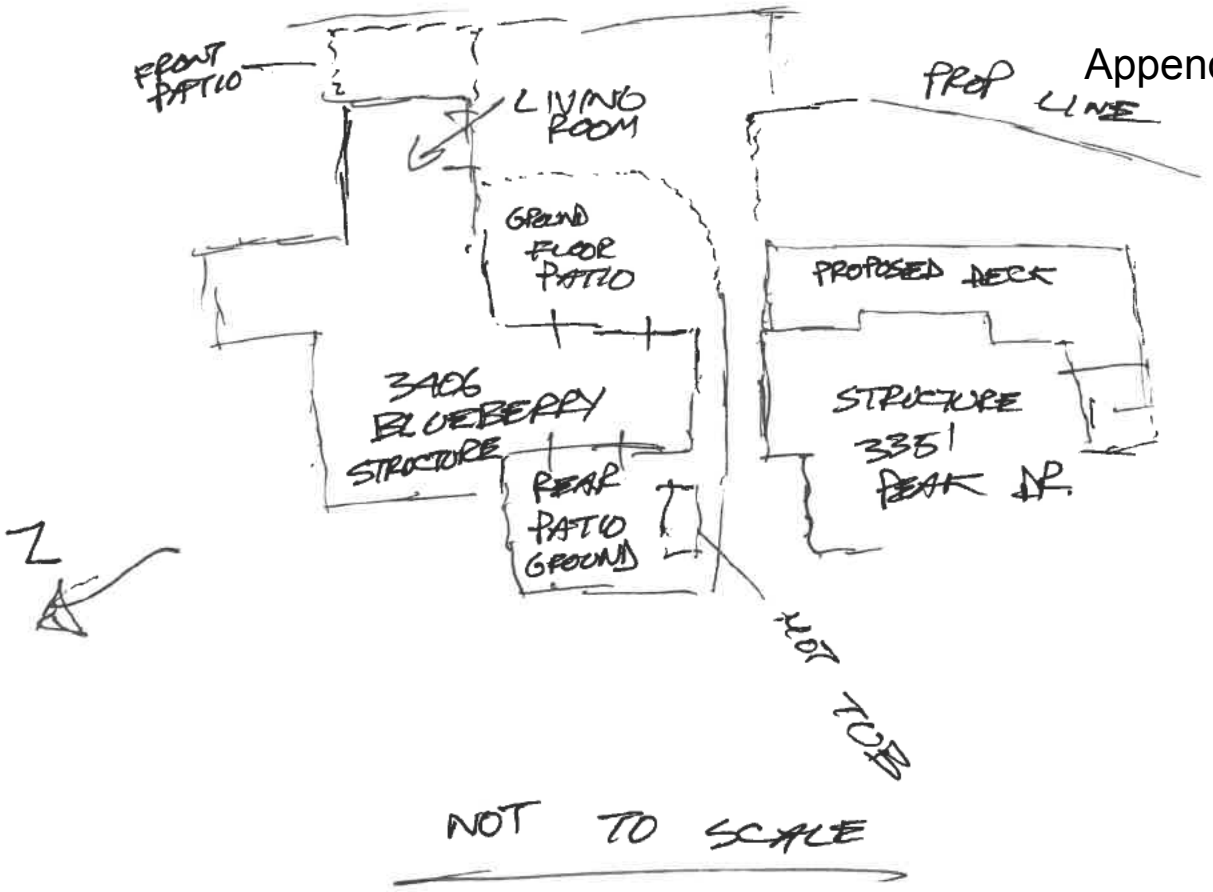


DIAGRAM OF 3406 BLUEBERRY DR ADJACENT TO 3351 PEAK DR. ATTACHED TO DEC. 17, 2020 LETTER TO RMOW COUNCIL

WHISTLER

REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED:	January 5, 2021	**REPORT:**	21-003
FROM:	Resort Experience	**FILE:**	CM000132
SUBJECT:	CM000132 - 4941 HORSTMAN LANE – COVENANT MODIFICATION		

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

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

RECOMMENDATION

That Council approve the modification of Covenant GC125596 for 4941 Horstman Lane to permit modifications to the existing footprint envelope specified in the covenant, in accordance with Plans A-01, A-05, A-06 and A-07, dated December 22, 2020 and drawing A-08 dated December 17, 2020 prepared by Progressive Concept Design Ltd. and attached as Appendix "B" to this Council Report No. 21-003.

REFERENCES

Location:	4941 Horstman Lane
Legal Description:	Strata Lot 23, District Lots 3903 and 4214, Strata Plan VR. 2482
Owners:	Senft, Lauren; Senft, Derek; Senft, Riley
Zoning:	Split – RS3 (Residential Single Family 3)/Blackcomb Land Use Contract
Appendices:	"A" – Location Map
	"B" – Architectural Plans

PURPOSE OF REPORT

This Report presents Covenant Modification application CM000132, an application to amend covenant GC125596 applicable to 4941 Horstman Lane to modify the footprint envelope to allow the stairs in the north side yard to be refurbished and patio improvements, including patio roof cover and a hot tub with roof cover in the backyard. This type of covenant modification requires Council approval and the application is presented for Council consideration relative to the guidelines in the covenant and applicable municipal policies.

DISCUSSION

This property is located at 4941 Horstman Lane, in the Horstman Estates subdivision of the Blackcomb Benchlands (see location map attached as Appendix "A.") The parcel is bounded by a neighbor on each side (North – 4945 Horstman Lane, South – 4937 Horstman Lane) and the Whistler Blackcomb controlled recreation area to the rear.

The applicant is proposing to amend the footprint envelope to complete renovations that will allow the

stairs in the north side yard to be refurbished and patio improvements, including a patio roof cover and a hot tub with roof cover in the backyard.

All of Horstman Estates is subject to a design/development covenant registered on the property titles as GC125596. This covenant provides certain parameters for development on Horstman Lane including (but not limited to) a requirement for approval by a Coordinating Architect, designated tree preservation areas, maximum gross floor areas, maximum roof heights, and specified footprint envelopes. All improvements on each strata lot must be designed to be within the footprint envelope, including the main structure, outside patios, decks and terraces.

The terms of the covenant allow some latitude in development by specifying that buildings and structures must be in the footprint envelopes, *"unless otherwise permitted by the Co-ordinating Architect …and the Municipality*". The covenant also states that "Each strata lot incorporates a footprint envelope which respects slope, drainage, setback and access constraints. Consideration may be given to encroachments into backyards and sideyards not abutting adjacent yards however, approval will have to be given by both the Coordinating Architect and the Municipality. Some tree removal may be allowed beyond the footprint envelope if approved by the Coordinating Architect."

The proposed renovations are illustrated on the plans attached as Appendix "B". The scope of work outside of the existing covenanted footprint envelope is as follows:

- Remove existing stairs and stair roof in the north side setback and construct new stairs without roof replacement.
- Permit a patio roof cover, a portion of which encroaches 3.56 metres beyond the footprint envelope into the rear yard.
- Remove lower tier of rock stack wall and replace with paper face concrete planters to create more organized frame for rear patio, and upgrade the patio hard surfaces.
- Relocate existing hot tub to south side of rear yard and construct lightweight canopy for weather protection.
- Create privacy planting zones to neighbouring properties for effective screening.

All of these elements are controlled by the covenant and are required to be captured in the footprint envelope. Some portions of the proposed work encroach into the 3.0 metre side setback on the north side of the property as illustrated on Appendix "B", however, these projections meet the regulations of the Zoning Bylaw. The Coordinating Architect has reviewed and approved the proposal. The immediate neighbour to the north (4945 Horstman Lane) has provided support for the proposal, and no objection was received from the immediate neighbour to the south (4937 Horstman Lane).

There is a portion of an existing deck on the front of the house and an existing at-grade patio on the south side of the house that have previous approvals and are not the subject of the current covenant amendment application.

POLICY CONSIDERATIONS

Zoning Analysis

The parcel is split zoned with a small forward portion regulated by the Blackcomb Land Use Contract (LUC) and the majority of the parcel zoned RS3 (Residential Single Family Three). Figure 1 below illustrates the zoning overlay.

The proposal complies with all regulations of the Zoning Bylaw and the LUC.

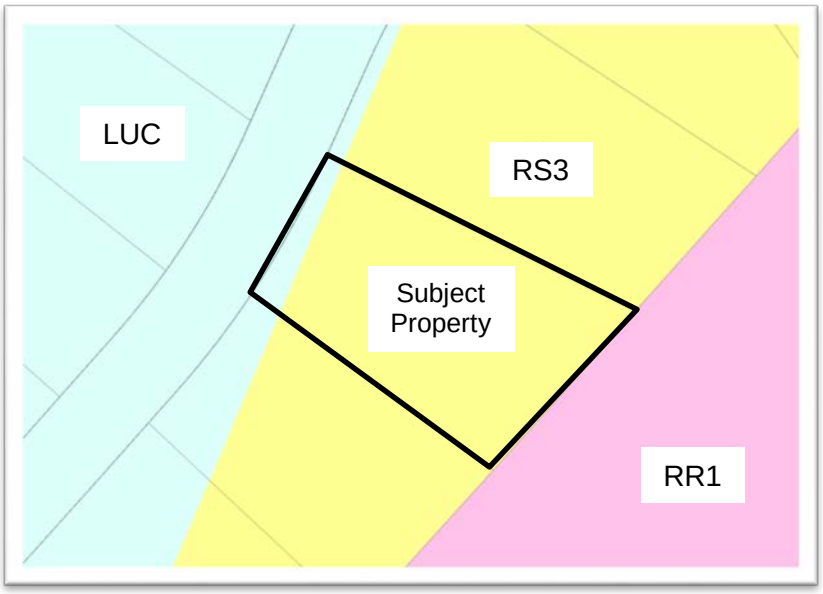


Figure 1. Subject Property 4941 Horstman Lane - Split Zoning

Horstman Estate Design Guidelines

These renovations are consistent with the Horstman Estates Design Guidelines contained in section five of the covenant. Review is not required for this project by the Advisory Design Panel.

Official Community Plan

The recommended resolutions included within this Report are consistent with the goals, objectives and policies included within “OCP Bylaw No. 2199, 2018”. The applicant is exempt from needing to obtain a development permit for this project.

BUDGET CONSIDERATIONS

There are no budget considerations. All costs associated with staff time and legal fees will be paid by the applicant.

COMMUNITY ENGAGEMENT AND CONSULTATION

There are no consultation requirements for this application, however the Coordinating Architect did notify the neighbour to the north at 4945 Horstman Lane and to the south at 4937 Horstman Lane as it the Coordinating Architect’ protocol to notify the immediate neighbours to identify any concerns. The

immediate neighbour to the north at 4945 Horstman Lane is in support of the project and no objections were received from the immediate neighbour to the south – 4937 Horstman Lane.

SUMMARY

This Report recommends that Council approve Covenant Modification Application CM000132, to modify the footprint envelope as is supported by the Coordinating Architect approval submitted with this application.

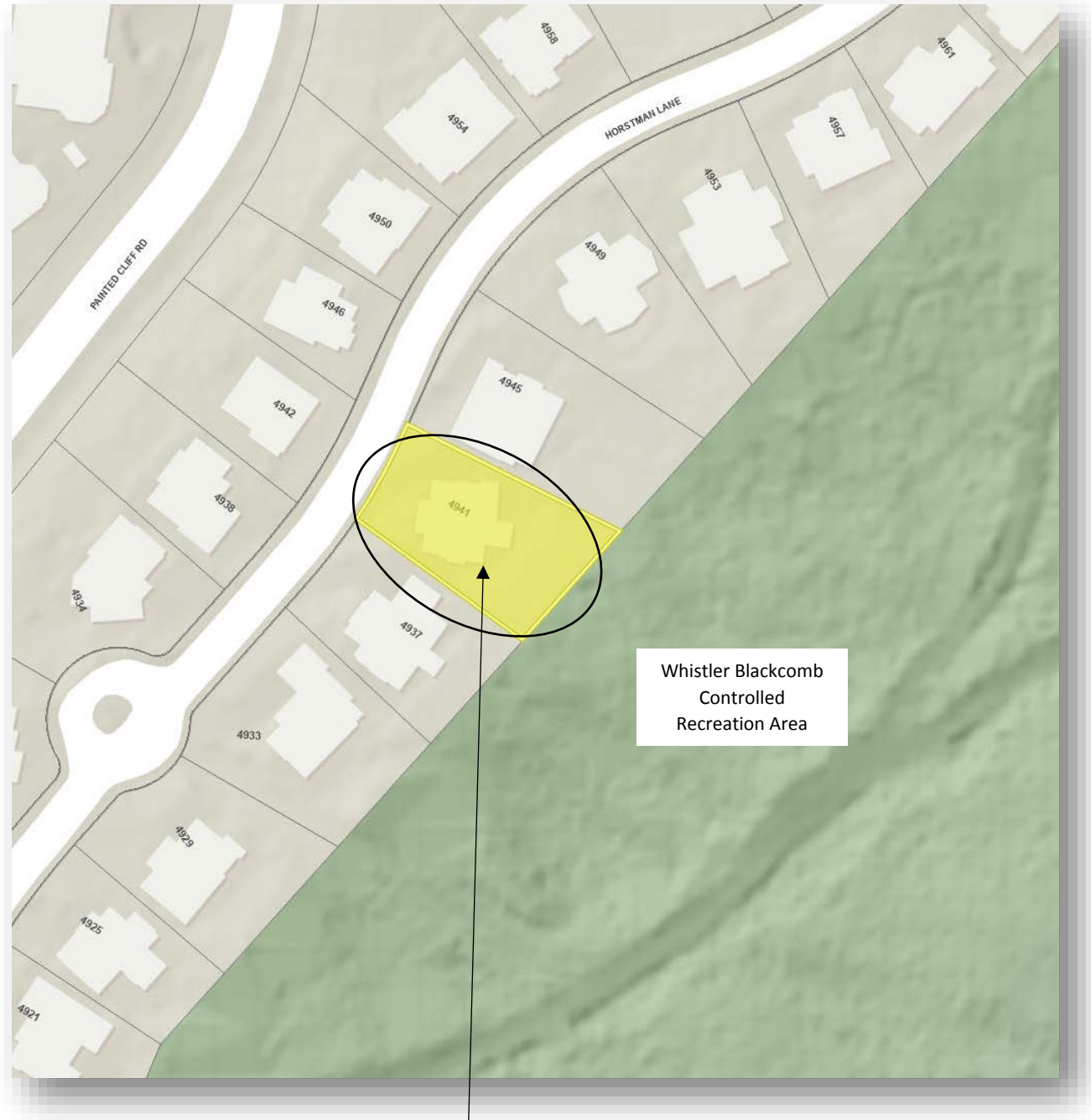
Respectfully submitted,

Brook McCrady
PLANNING ANALYST

For

Melissa Laidlaw
ACTING DIRECTOR OF PLANNING

For
Jessie Gresley-Jones
GENERAL MANAGER OF RESORT EXPERIENCE


HORSTMAN LANE
PAINTED CLIFF RD
4958
4961
4954
4957
4950
4953
4949
4946
4945
4942
4941
4938
4934
4937
4933
4929
4925
4921
Whistler Blackcomb Controlled Recreation Area
Subject Property – 4941 Horstman Lane

ROTATED 90° DEGREES COUNTERCLOCKWISE

NORTH

HORSTMAN LANE

ROAD CENTERLINE

EDGE OF PAVEMENT

CURB

PAVING STONE DRIVEWAY

24.9' [7.6m]

R= 413.37
A= 88.10

DECK

EXISTING AT GRADE PATIO

PAVING STONE SURFACE

OVERHANG

0.45m DIA EVERGREEN TREE

0.5m DIA EVERGREEN TREE

305%D 46° 29"

121.54'

STORMWATER MANHOLE

SANITARY MANHOLE

ALL STRUCTURES IN SIDE SETBACKS MEET RS-3 ZONING BYLAW (REF. ZONING BYLAW PART 5.7. PROJECTIONS INTO REQUIRED SETBACK AREAS)

VIEW TO EXISTING (ORIGINAL PERMIT STAIR & COVERED ENTRY)

REAR YARD LANDSCAPE UPGRADE

PROPOSED SCOPE OF WORK:

- MAINTAIN EXISTING ROOF STRUCTURE PRESENTLY ENCROACHING 3.5CM INTO COVENANTED REAR YARD.
- REMOVE LOWER TIER OF BRICK STACK WALL AND REPLACE WITH 30" HIGH PAPER FACE CONCRETE PLANTERS TO CREATE MORE ORGANIZED FENCE FOR DEAD PATIO
- MOVE HOT TUB TO SOUTH SIDE OF YARD MAINTAINING A DISTANCE OF 4.88M FROM PROPERTY LINE AND CONSTRUCT LIGHT WEIGHT CANOPY FOR WEATHER PROTECTION.
- CREATE PLANTING ZONES TO NEIGHBOURING PROPERTIES FOR AN EFFECTIVE PRIVACY SCREEN.

VIEW TO EAST (REAR) YARD

VIEW TO SOUTH YARD

VIEW TO NORTH YARD

VIEW TO EXISTING DWELLING

VIEW TO NORTH

AREA OF EXISTING/ UPDATED ENTRY STAIRS

DOUGLAS MAPLE

1.0M

ALPINE FIR PLANTING SCREEN

ENGELMAN SPRUCE

PLANTER

PLANTER

2344.07

2344.81

2353.80 DOOR SILL ELEVATION

2345.09 DOOR SILL ELEVATION

2345.22

2353.80 DOOR SILL ELEVATION

2353.78 DOOR SILL ELEVATION

SL 23

EXISTING BUILDING

SL 24

APPROXIMATE REAR SETBACK

3.0M

RETAIN ROCK STACK WALL

EXISTING LIMIT OF LANDSCAPE

24" CONCRETE PLANTER WALL (PROPOSED)

AREA OF EXISTING/ UPDATED PATIO AND LANDSCAPE AREA

PORTION OF EXISTING BUILDING ENCROACHING INTO REAR SETBACK

PLANTER

BBQ

PLANTER

PLANTER

HOT TUB

PEBBLE BALLAST

TREMBLING ASPEN

ALPINE FIR PLANTING SCREEN

LOT LINE FROM COVENANT GC 245896

7.6M REAR SETBACK

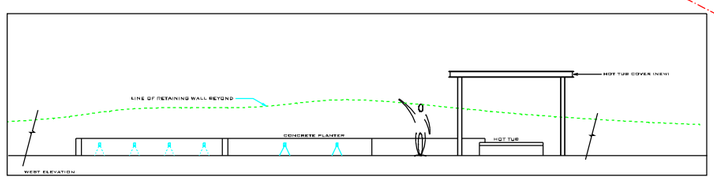
21.34'
4%D 25° 31"

72.66'
4%D 25° 31"

3.0M

SOLAR PATH DIAGRAM
AZIMUTH

SOLAR ANGLE DIAGRAM
MIDNIGHT
UNDERGROUND WATER



SITE PLAN
SCALE: 1/8" = 1'-0"

SITE SUMMARY

CIVIC DESCRIPTION	4941 HORSTMAN LANE
LEGAL DESCRIPTION	P.I.D. 014-850-460 S.L. 23, PLAN VAS 2482, DL 3903 & 4214 N.W.D. GP. 1
ZONING: RS3	

AREA CALCULATIONS

	SQ.FT.	SQ.M.
LOT AREA	12809.05	1190.0
ALLOWABLE GFA	4483.17	416.5
LOWER FLOOR	126.3	11.73
MAIN FLOOR	2037.4	189.28
UPPER FLOOR	1403.6	130.40
TOTAL	3567.27	331.41
GARAGE	497.0	46.17
PARKING	3 SPACES	

NOTE: ALL ASPECTS OF CONSTRUCTION SHALL CONFORM TO THE BCBC 2018 - PART 9 U.N.O.
OCCUPANCY: RESIDENTIAL 'C'

PROJECT

SENFT
4941 HORSTMAN LANE
SITE PLAN

SEAN ANDERSON
PROGRESSIVE CONCEPT DESIGN LTD.
TEL: 604.935.3153
E-MAIL: SEAN@PROGRESSIVECONCEPT.COM
BOX 1599
WHISTLER, B.C.
V0N 1B0
CANADA

DATE: TUESDAY, DECEMBER 22, 2020
DRAWN BY: S.A.
SCALE: 1/4" = 1' - 0" U.N.O.

REVISIONS

20.05.15 GENERAL REVISIONS	
20.03.20 ISSUE FOR REVIEW	
20.04.29 GENERAL COORDINATION	20.11.11 GENERAL REVISIONS
20.01.14 ISSUE FOR B.P.	20.10.31 GENERAL REVISIONS
19.12.12 ISSUE FOR REVIEW V02	20.10.14 GENERAL REVISIONS
19.12.09 ISSUE FOR REVIEW V01	20.09.20 GENERAL REVISIONS

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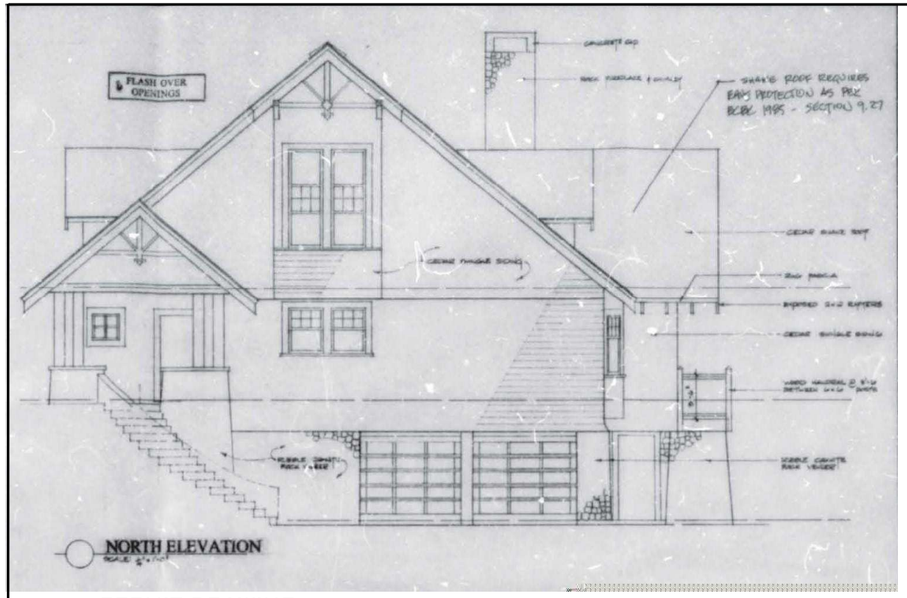

PERMIT DRAWING
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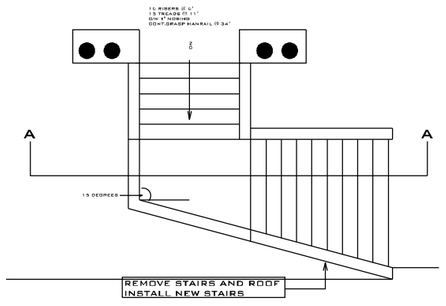

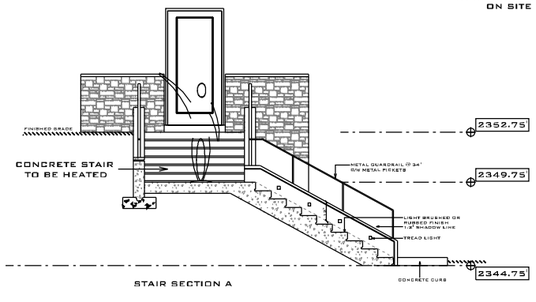

MEASUREMENTS
TO BE CONFIRMED
ON SITE

ENTRY STAIR
V01 R00

ALL STRUCTURES IN SIDE SETBACKS
MEET RS-3 ZONING BYLAW
(REF. ZONING BYLAW
PART 5.7.
PROJECTIONS INTO
REQUIRED SETBACK AREAS)

NORTH ELEVATION
PROPOSED

NOTE: ALL ASPECTS OF CONSTRUCTION SHALL CONFORM TO THE BCBC 2018 - PART 9 U.N.O.
OCCUPANCY: RESIDENTIAL 'C'

PROJECT: SENFT
4941 HORSTMAN LANE
TITLE: NORTH ELEVATION

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CANADA

DATE: TUESDAY, DECEMBER 22, 2020
DRAWN BY: S.A.
SCALE: 1/4" = 1' - 0" U.N.O.

REVISIONS

20.06.15 GENERAL REVISIONS	
20.05.26 ISSUE FOR REVIEW	
20.04.23 GENERAL COORDINATION	20.11.11 GENERAL REVISIONS
20.07.14 ISSUE FOR B.P.	20.10.01 GENERAL REVISIONS
19.12.13 ISSUE FOR REVIEW V02	20.10.14 GENERAL REVISIONS
19.12.05 ISSUE FOR REVIEW V01	20.09.28 GENERAL REVISIONS

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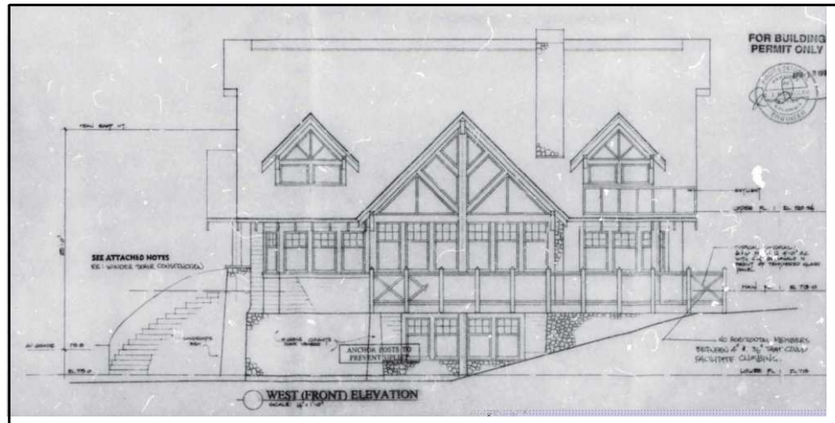

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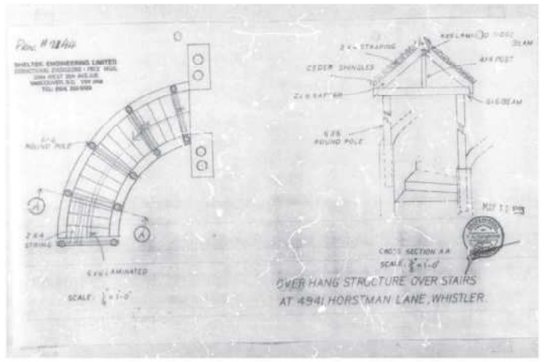

ENTRY STAIR
(AS PER BUILDING DEPARTMENT
INFORMATION RETRIEVAL FILE)

ALL STRUCTURES IN SIDE SETBACKS
MEET RS-3 ZONING BYLAW
(REF. ZONING BYLAW
PART 5.7.
PROJECTIONS INTO
REQUIRED SETBACK AREAS)

WEST ELEVATION
PROPOSED

NOTE: ALL ASPECTS OF CONSTRUCTION SHALL CONFORM TO THE BCBC 2018 - PART 9 U.N.O.
OCCUPANCY: RESIDENTIAL "C"

PROJECT
SENFT
4941 HORSTMAN LANE

DWG
WEST ELEVATION

SEAN ANDERSON
[redacted]
BOX 1599
WHISTLER, B.C.
V0N 1B0
CANADA
TEL. 604.938.2153
E-MAIL. SEAN@PROGRESSIVE-CONCEPT.COM

DATE:
TUESDAY, DECEMBER 22, 2020
DRAWN BY:
S.A.
SCALE:
1/4" = 1' - 0" U.N.O.

REVISIONS

2020.12.13 GENERAL REVISIONS	
2020.11.20 ISSUE FOR REVIEW	
2020.11.09 GENERAL COORDINATION	20.11.11 GENERAL REVISIONS
2020.11.04 ISSUE FOR B.P.	20.10.21 GENERAL REVISIONS
19.12.12 ISSUE FOR REVIEW V02	20.10.14 GENERAL REVISIONS
19.12.02 ISSUE FOR REVIEW V01	20.08.20 GENERAL REVISIONS

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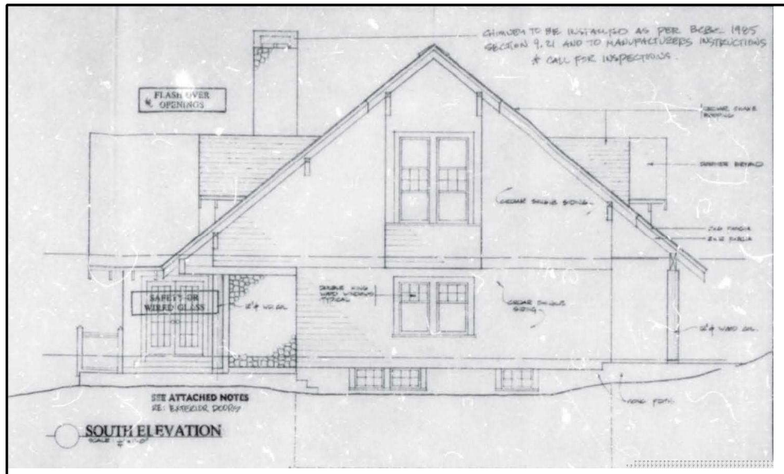
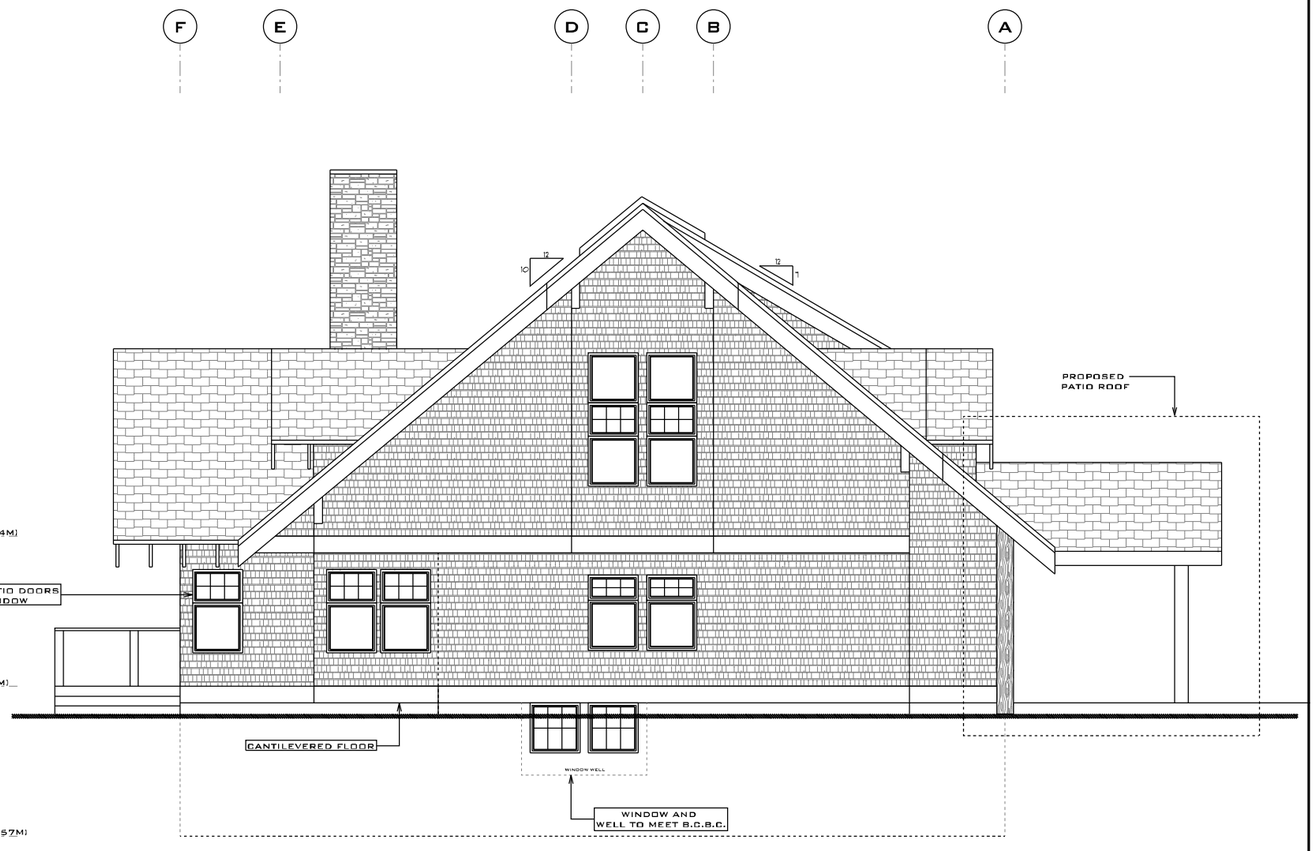


PERMIT DRAWING
(N.T.S.)

SOUTH ELEVATION
ASBUILT
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
PROPOSED

NOTE: ALL ASPECTS OF CONSTRUCTION SHALL CONFORM TO THE BCBC 2018 - PART 9 U.N.O.
OCCUPANCY: RESIDENTIAL "C"

PROJECT
SENFT
4941 HORSTMAN LANE
SOUTH ELEVATION

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DATE:
TUESDAY, DECEMBER 22, 2020
DRAWN BY:
S.A.
SCALE:
1/4" = 1' - 0" U.N.O.

REVISIONS

2020.05.15 GENERAL REVISIONS	
2020.06.24 ISSUE FOR REVIEW	
2020.08.28 GENERAL COORDINATION	2020.11.11 GENERAL REVISIONS
2020.01.14 ISSUE FOR B.P.	2021.02.01 GENERAL REVISIONS
19.12.12 ISSUE FOR REVIEW V02	2021.02.14 GENERAL REVISIONS
19.12.20 ISSUE FOR REVIEW V01	2020.08.20 GENERAL REVISIONS

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A-07
DRAWING NUMBER

PERMIT DRAWING
(N.T.S.)

EAST ELEVATION
PROPOSED

NOTE: ALL ASPECTS OF CONSTRUCTION SHALL CONFORM TO THE BCBC 2018 - PART 9 U.N.O.
OCCUPANCY: RESIDENTIAL 'C'

1:100 AT Architectural Document 11" x 17"

PROJECT
SENFT
4941 HORSTMAN LANE
EAST ELEVATION

SEAN ANDERSON
PROGRESSIVE CONCEPT DESIGN LTD.
TEL. 604.935.3153
E-MAIL SEAN@PROGRESSIVECONCEPT.COM
BOX 1599
WHISTLER, B.C.
V0N 1B0
CANADA

DATE:
THURSDAY, DECEMBER 17, 2020
DRAWN BY:
S.A.
SCALE:
1/4" = 1' - 0" U.N.O.

REVISIONS

20.09.15 GENERAL REVISIONS	
20.09.30 ISSUE FOR REVIEW	
20.04.29 GENERAL COORDINATION	20.11.11 GENERAL REVISIONS
20.01.14 ISSUE FOR B.P.	20.10.21 GENERAL REVISIONS
19.12.18 ISSUE FOR REVIEW V02	20.10.14 GENERAL REVISIONS
19.12.06 ISSUE FOR REVIEW V01	20.09.30 GENERAL REVISIONS

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A-08
DRAWING NUMBER

WHISTLER

REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED:	January 5, 2021	**REPORT:**	21-004
FROM:	Corporate and Community Services	**FILE:**	VAULT
SUBJECT:	WHISTLER HOUSING AUTHORITY LTD. – 2020 ANNUAL FILING		

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

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

RECOMMENDATION

That the Council of the Resort Municipality of Whistler (the "Municipality") in open meeting assembled, hereby resolve that the Municipality, as the sole shareholder of Whistler Housing Authority Ltd. (the "Company"), pass the consent resolutions of the Company's shareholders, which is attached to Administrative Report to Council No. 21-004 as Appendix "A", and that the Mayor and Municipal Clerk execute and deliver the attached resolutions on behalf of the Municipality.

REFERENCES

Appendix "A" – 2020 Shareholder's Resolutions
Appendix "B" – 2020 Directors' Resolutions
Appendix "C" – 2019 Financial Statements

PURPOSE OF REPORT

The purpose of this report is to seek Council's approval for the Mayor and Corporate Officer to execute the annual Shareholder's Resolutions of the Company.

DISCUSSION

Whistler Housing Authority was created in 1989 to oversee the development, administration and management of resident restricted housing in Whistler. Embracing the goal of housing at least 75 per cent of employees locally within Whistler, the Company continues to maintain and augment its inventory of resident restricted housing so that both rental and ownership accommodation are available and affordable for Whistler employees and retirees in perpetuity.

The annual corporate filing resolutions for the Company are due to be signed and filed with the registered corporate office.

Shareholder Resolutions

The Shareholder's Resolutions dated with effect from December 7, 2020 include:

1. The appointment of directors, namely:

Jonathan Decaigny
Jennifer C. Ford
Duane Jackson
John Grills
Dale Mikkelsen
Virginia Cullen
George D. Maxwell

2. The appointment of an auditor:

   BDO Canada

3. The waiver of the holding of the 2020 Annual General Meeting:

   The holding of the Annual General Meeting may be waived by a unanimous resolution of the shareholder of the Company. The Company's annual reference date that would have been deemed to be appropriate for the holding of the Annual General Meeting is December 7, 2020.

4. Financial Statements:

   The 2019 financial statements of the Company are attached to this report as Appendix "C" for acceptance by Council.

Director Resolutions

The directors of the Company have approved the 2019 financial statements, attached as Appendix "C" and the Directors' Resolutions, attached as Appendix "B".

Consistent with the related Council resolution from Dec 1, 2020, and with effect from January 1, 2021, the directors also resolved to accept the resignation of Duane Jackson as a director, vice-president and secretary; to appoint Jack Crompton as a director, vice-president and secretary; and to appoint Jennifer Ford as president; and further that any two directors be authorized to sign the 2019 financial statements.

OTHER POLICY CONSIDERATIONS

Pursuant to Section 182 of the *Business Corporations Act*, the shareholder may consent to all the business required to be transacted at the Annual General Meeting of the Company.

BUDGET CONSIDERATIONS

There will be minimal costs incurred for the filing of the documents with the Registrar of Companies. All costs associated with the filing of the documents will be accommodated within the existing Legislative Services' budget.

SUMMARY

This Report seeks Council's approval of the Shareholder's Resolutions of the Company as attached to this report as Appendix "A". The corporate resolutions will be filed with the registered corporate office upon signing.

Respectfully submitted,

Pauline Lysaght
LEGISLATIVE AND PRIVACY COORDINATOR

for

Brooke Browning
MUNICIPAL CLERK

for

Ted Battiston
GENERAL MANAGER OF CORPORATE AND COMMUNITY SERVICES

Appendix A

Certificate of Incorporation
No. BC0810519

WHISTLER HOUSING AUTHORITY LTD.
(the "Company")

SHAREHOLDER'S RESOLUTIONS

WHEREAS the Resort Municipality of Whistler is the sole shareholder of Whistler Housing Authority Ltd.;

PURSUANT to the Articles of the Company, the following resolutions are passed as resolutions of the sole shareholder of the Company, duly consented to in writing by all of the directors of the sole shareholder of the Company.

ANNUAL GENERAL MEETING

RESOLVED that the requirement of holding the Annual General Meeting of Shareholders of the Company for the current year, deemed to be held the **7th day of December, 2020**, is hereby waived.

FINANCIAL STATEMENTS

RESOLVED that the presentation of a report of the Directors to the Shareholders on the affairs of the Company and financial statements dated December 31, 2019, be accepted and that all acts and proceedings of the Directors since the date of the last Annual General Meeting be confirmed and approved.

APPOINTMENT OF DIRECTORS

RESOLVED that the following persons be and are hereby appointed directors of the Company, so that the Board of Directors is therefore composed of the following persons, to hold office until the next Annual General Meeting or until their successors are elected or appointed.

Jonathan Decaigny	Jennifer C. Ford
John Grills	Duane Jackson
Dale Mikkelsen	Virginia Cullen
George D. Maxwell	

AUDITOR

RESOLVED that the appointment of BDO Canada as auditor of the Company for the current fiscal year of the Company be endorsed.

Signed by the Mayor and Corporate Officer of the Resort Municipality of Whistler on the ___ day of _____, 2021.

_____
Mayor, Jack Crompton

_____
Municipal Clerk, Brooke Browning

WHISTLER HOUSING AUTHORITY LTD.
("Company")

DIRECTORS' RESOLUTIONS

Pursuant to Section 131(b) of the *Business Corporations Act*, 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.

WHEREAS the written resignation of director Duane Jackson has been received at the Company's registered office and there now exists a casual vacancy on the Board of Directors and the remaining directors wish to fill that vacancy.

RESOLVED that, with effective January 1st, 2021:

1. the number of directors be confirmed at seven;

2. the directors appoint Jack Crompton (who has consented in writing to act as a director of the Company) as a director, Vice-President and Secretary of the Company in accordance with the provisions of the Company's articles and the *Business Corporations Act* (British Columbia); and

3. the following are confirmed as the directors of the Company:

Jonathan Decaigny	Jennifer C. Ford
John Grills	Dale Mikkelsen
Virginia Cullen	George D. Maxwell
Jack Crompton	

DATED this 14 day of December 2020.

JONATHAN DECAIGNY

JCFord
JENNIFER C. FORD

JOHN GRILLS

DALE MIKKELSEN

VIRGINIA CULLEN

GEORGE D. MAXWELL

DATED this 23rd day of December, 2020.

_____
Jonathan Decaigny

_____
Jennifer C. Ford

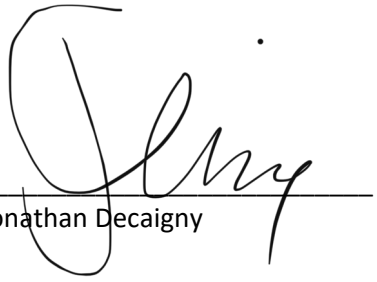
_____
John Grills

_____
Dale Mikkelsen

_____
Virginia Cullen

George Maxwell
_____
George D. Maxwell

DATED this **22** day of **December**, 2020.



Jonathan Decaigny

Jennifer C. Ford

John Grills

Dale Mikkelsen

Virginia Cullen

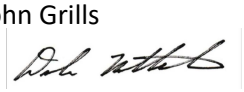
George D. Maxwell

DATED this 26th day of December, 2020.

_____
Jonathan Decaigny

_____
Jennifer C. Ford

_____
John Grills



_____
Dale Mikkelsen

_____
Virginia Cullen

_____
George D. Maxwell

RESIGNATION

TO: **WHISTLER HOUSING AUTHORITY LTD.**
(the "Company")

The undersigned hereby resigns as a Director, Vice-President and Secretary of the Company effective January 1st, 2021.

DATED 14th day of December, 2020.

DUANE JACKSON

WHISTLER HOUSING AUTHORITY LTD.

CONSENT TO ACT AS DIRECTOR

I hereby consent to act as a director of Whistler Housing Authority Ltd. and acknowledge that I am not disqualified to become or to act as a director under s. 124 of the *Business Corporations Act*, the text of which is set out on page 2 of this consent. My consent is effective January 1st, 2021 until revoked.

Dated this 14 day of DECEMBER, 2020.

Print name: Jack Crompton

Prescribed address:
(defined under s.2(2) of the Business Corporations Regulation, the text of which is set out on page 2 of this consent):

3036 ALPINE CRES
WHISTLER, BC
V8E 0B8

Signature: _____

DIRECTORS HAVE SUBSTANTIAL DUTIES AND OBLIGATIONS AND MAY BE SUBJECT TO SIGNIFICANT LIABILITIES. AS LIDSTONE YOUNG ANDERSON ACTS FOR THE COMPANY ONLY, THE PERSON SIGNING THIS CONSENT SHOULD OBTAIN INDEPENDENT LEGAL ADVICE.

Appendix C

Whistler Housing Authority Ltd.
Financial Statements
For the year ended December 31, 2019

Whistler Housing Authority Ltd.
Financial Statements
For the year ended December 31, 2019

Contents

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Management's Responsibility for Financial Reporting

The financial statements are the responsibility of the management of the Whistler Housing Authority Ltd. The financial statements have been prepared in accordance with Canadian public sector accounting standards.

The financial statements include, where appropriate, estimates based on the best judgment of management. The Whistler Housing Authority Ltd. maintains systems of internal accounting and administrative controls of high quality, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate, and that the Whistler Housing Authority Ltd.'s assets are appropriately accounted for and adequately safeguarded.

The Board of Directors of the Whistler Housing Authority Ltd. reviews and approves the annual financial statements.

Signed by:

marla zucht

General Manager, Whistler Housing Authority Ltd.
Apirl 27, 2020

Tel: 604-932-3799
Fax: 604-932-3764
www.bdo.ca

BDO Canada LLP
202-1200 Alpha Lake Road
Whistler, BC V8E 0H6

Independent Auditor's Report

To the Board of Directors of Whistler Housing Authority Ltd.:

Opinion

We have audited the financial statements of Whistler Housing Authority Ltd. ("WHA"), which comprise the statement of financial position as at December 31, 2019, and the statements of operations, changes in net debt and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of WHA as at December 31, 2019, and its results of operations, its change in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of WHA in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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 financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing WHA's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate WHA or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing WHA's financial reporting process.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

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BDO Canada LLP
202-1200 Alpha Lake Road
Whistler, BC V8E 0H6

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 WHA's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on WHA's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause WHA to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants
Whistler, British Columbia
Apirl 27, 2020

Whistler Housing Authority Ltd.
Statement of Financial Position

December 31	2019	2018
Financial assets		
Cash (Note 1)	$ 1,903,053	$ 1,284,367
Short term investment (Note 2)	2,197,257	3,612,538
Accounts receivable (Note 3)	1,303,981	399,689
Refundable deposits (Note 8)	185,129	166,688
	5,589,420	5,463,282
Liabilities		
Accounts payable and accrued liabilities	1,340,935	1,190,793
Construction holdbacks	524,792	417,771
Tenant deposits (Note 1)	212,028	157,600
Construction loans (Note 5)	4,484,046	200,000
Due to related party (Note 8)	5,209,918	5,084,883
Long term debt (Note 7)	16,664,178	11,634,508
	28,435,897	18,685,555
Net debt	(22,846,477)	(13,222,273)
Non-financial assets		
Tangible capital assets (Note 4, Schedule 2)	47,254,763	34,474,608
Prepaid expenses	344,362	245,936
	47,599,125	34,720,544
Accumulated surplus	$ 24,752,648	$ 21,498,271

Approved on behalf of the Board of Directors:

J C Ford
Director

Director

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

Whistler Housing Authority Ltd.
Statement of Operations

For the year ended December 31	Budget 2019	2019	2018
Revenue			
Rental revenue	$ 4,010,160	$ 3,754,169	$ 3,589,484
Government transfers (Note 10)	-	2,757,044	2,428,452
Waitlist fee revenue	72,000	78,595	74,019
Interest revenue	10,000	99,659	60,280
Other income	-	7,984	5,612
	4,092,160	6,697,451	6,157,847
Rental expenses			
Bank charges and interest	3,489	3,035	2,890
Insurance	180,853	208,554	165,752
Interest on long term debt	753,296	471,106	432,047
Management fees	206,441	195,858	187,196
Mortgage financing fees	-	-	42,389
Professional fees	44,566	48,845	46,179
Property taxes and fees (Note 8)	342,248	351,709	293,194
Recycling and garbage removal	78,601	83,644	79,031
Repairs and maintenance	381,511	364,503	377,833
Snow removal	60,020	48,703	46,439
Utilities	196,730	185,426	159,680
	2,247,755	1,961,383	1,832,630
Capital expenses			
Amortization	1,038,408	974,984	939,794
Capital reserve expenses	281,757	150,384	146,540
	1,320,165	1,125,368	1,086,334
Administrative expenses			
Office expenses (Schedule 1)	365,900	356,323	365,745
Total expenses	3,933,820	3,443,074	3,284,709
Annual surplus	158,340	3,254,377	2,873,138
Accumulated surplus, beginning of year	21,498,271	21,498,271	18,625,133
Accumulated surplus, end of year	$21,656,611	$24,752,648	$ 21,498,271

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

Whistler Housing Authority Ltd.
Statement of Changes in Net Debt

For the year ended December 31	Budget 2019	2019	2018
Annual surplus	$ 158,340	$ 3,254,377	$ 2,873,138
Acquisition of tangible capital assets	-	(13,755,139)	(7,075,639)
Amortization of tangible capital assets	1,038,408	974,984	939,794
Change in prepaid expenses	-	(98,426)	(13,818)
Change in net debt	1,196,748	(9,624,204)	(3,276,525)
Net debt, beginning of year	(13,222,273)	(13,222,273)	(9,945,748)
Net debt, end of year	$(12,025,525)	$(22,846,477)	$ (13,222,273)

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

Whistler Housing Authority Ltd.
Statement of Cash Flows

For the year ended December 31	2019	2018
Cash provided by (used in)		
Operating activities		
Annual surplus	$ 3,254,377	$ 2,873,138
Items not involving cash:		
Amortization of capital assets	974,984	939,794
	4,229,361	3,812,932
Changes in non-cash working capital balances:		
Accounts receivable	(904,292)	145,282
Prepaid expenses	(98,426)	(13,818)
Refundable deposits	(18,441)	(44,882)
Accounts payable and accrued liabilities	150,142	736,634
Construction holdbacks	107,021	27,073
Tenant deposits	54,428	302
	3,519,793	4,663,523
Capital activities		
Acquisition of tangible capital assets	(13,755,139)	(7,075,639)
Investing activities		
Sale (purchase) of short term investments (Note 2)	1,415,281	(3,612,538)
Financing activities		
Repayment of long term debt	(1,040,110)	(942,072)
Proceeds of long term debt issued	6,069,780	4,300,000
Proceeds of construction loans	4,484,046	200,000
Repayment of construction loans	(200,000)	(75,000)
Proceeds from related party loan (Note 8)	125,035	2,775,900
	9,438,751	6,258,828
Increase in cash during the year	618,686	234,174
Cash, beginning of year	1,284,367	1,050,193
Cash, end of year	$ 1,903,053	$ 1,284,367
Supplemental Information		
Interest Paid	$ 403,228	$ 435,087

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

Basis of Accounting	The financial statements of the Whistler Housing Authority Ltd. ("WHA") have been prepared by management in accordance with Canadian public sector accounting standards.
Nature of Business	WHA was incorporated in 1989 to construct and operate affordable housing units in the Resort Municipality of Whistler (the "RMOW") and facilitate the resale of restricted housing units. WHA is a government not-for-profit organization controlled by the RMOW. WHA owns 300 (2018 - 256) rental units in the Whistler area and manages another 29 units owned by the Whistler Valley Housing Society and the RMOW.
Financial Instruments	WHA's financial instruments consist of cash, short term investments accounts receivable, refundable deposits, accounts payable and accrued liabilities, construction holdbacks, tenant deposits, construction loans, amounts due to related party and long term debt. WHA initially measures all of its financial instruments at fair value and subsequently at amortized cost using the effective interest rate method.
Use of Estimates	The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Items subject to such estimates and assumptions include the useful life of tangible capital assets, provision for uncollectible receivables, and completeness of accrued liabilities. Actual results could differ from those estimates and may impact the results of future periods.
Revenue	Rental revenue is recognized monthly when received or receivable, on the first day of each month for all occupied units, as per rental agreements. Interest revenue is recognized as earned. Waitlist revenue is non refundable and is recognized when proceeds are received.
Government Transfers	Government transfers, excluding inter-entity transactions, are recognized in the financial statements in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amount can be made.

Forgivable Debt	Financing received with forgivable terms is recognized as a government transfer in the period in which events giving rise to the transfer occur, providing the transfers are authorized, forgiveness and other criteria have been met or it is reasonably assured that the criteria will be met, and reasonable estimates of the amount can be made. When it is not reasonably assured that forgiveness criteria will be met, the amount is recognized as long-term debt in the period received, with forgiven amounts being recognized as revenue in the period that the forgiveness criteria are met.
Inter-entity Transactions	WHA recognizes inter-entity transactions with related parties at their carrying value as determined at the date of transaction when the transferred asset and liabilities satisfy the definition of an asset or liability in accordance with Canadian public sector accounting standards. Any difference between the exchange value and the amounts recognized in the statement of financial position are recognized as revenue or expense in the statement of operations.
Tangible Capital Assets	Tangible capital assets are recorded at cost less accumulated amortization. Costs 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. Buildings are recorded at cost, including interest capitalized on construction, and amortized at 4% on a diminishing balance. Equipment and furniture and fixtures are recorded at cost and amortized at 20% on a diminishing balance.
Construction in Progress	Construction in progress includes all costs directly attributable to acquisition and ongoing construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization of construction in progress will commence when these tangible capital assets are substantially completed and ready to be put into service.
Segmented Operations	WHA considers that its only function is the provision of resident restricted housing. As such, it has only one operating segment and does not report details of revenues and expenses by segment.
Income Taxes	WHA is a government not-for-profit organization controlled by the Resort Municipality of Whistler, and as such, is not subject to income tax per section 149(1)(d.5) of the Income Tax Act.

1. Cash

Cash includes WHA's bank accounts and any money market instruments that have maturities of 90 days or fewer.

WHA's bank accounts are held at three financial institutions and earn interest at prevailing market rates. Included in cash is $212,028 (2018 - $157,600) of tenant security deposits held in a separate interest bearing account.

2. Short term Investment

Short term investments consists of one term deposit for $2,175,000 held at a BC credit union. The term deposit earns interest at 2.25% and matures in July 2020. Accrued interest on the term deposit at December 31, 2019 is $22,257.

During the year, $1,415,281 of short term investments were sold for the purpose of acquiring tangible capital assets.

3. Accounts Receivable

	2019	2018
GST receivable	$ 241,972	$ 131,670
Government transfers receivable (Note 10)	1,038,426	250,309
Tenant receivables	11,650	9,914
Other	11,933	7,796
	$ 1,303,981	$ 399,689

4. Tangible Capital Assets

	Open Net Book Value	Additions	Transfers	Amortization	Close Net Book Value
Land	$ 4,636,082	$ -	$ -	$ -	$ 4,636,082
Buildings	22,516,466	6,040,578	4,436,433	(970,520)	32,022,957
Equipment & furniture	22,318	-	-	(4,464)	17,854
Construction in progress	7,299,742	7,714,561	(4,436,433)	-	10,577,870
	$ 34,474,608	$13,755,139	$ -	$ (974,984)	$47,254,763

4. Tangible Capital Assets (continued)

Construction in progress represents the costs incurred to date on the development of two new WHA rental buildings at 8350 Bear Paw Trail and 1330 Cloudburst Drive. Additionally, construction was completed during the year on a new WHA rental building at 1020 Legacy Way and the associated construction in progress was transferred to Buildings. During the year, total interest of $184,988 (2018 - $75,900) related to financing these construction projects has been capitalized to construction in progress.

Net book value at December 31, 2019 consists of:

	Cost	Accumulated Amortization	Net Book Value
Land	$ 4,636,082	$ -	$ 4,636,082
Buildings	44,978,874	(12,955,917)	32,022,957
Equipment & furniture	61,572	(43,718)	17,854
Construction in progress	10,577,870	-	10,577,870
	$ 60,254,398	$ (12,999,635)	$47,254,763

Net book value for the comparative period, December 31, 2018, consists of:

	Cost	Accumulated Amortization	Net Book Value
Land	$ 4,636,082	$ -	$ 4,636,082
Buildings	34,501,863	(11,985,397)	22,516,466
Equipment & furniture	61,572	(39,254)	22,318
Construction in progress	7,299,742	-	7,299,742
	$ 46,499,259	$ (12,024,651)	$34,474,608

5. Construction Loans

	2019	2018
Canadian Mortgage and Housing Corporation, Interest free seed funding loan on 1020 Legacy Way, repayable upon first advance of capital financing.	-	200,000
Canadian Mortgage and Housing Corporation, Interest free seed funding loan on 1330 Cloudburst Drive, Repayable upon first advance of capital financing.	54,468	-
BC Housing Management Commission ("BCHMC"), Variable rate mortgage on 8350 Bear Paw Trail, rate to be calculated as a weighted average of the interest charged by the Ministry of Finance to BCHMC plus administrative spread of up to 9/16%, not to exceed Royal Bank Prime plus 1%. (a)	4,429,578	-
	$ 4,484,046	$ 200,000

a) Subsequent to year end, construction at 8350 Bear Paw Trail was completed and the related BCHMC mortgage was paid out and replaced with a $5,319,806 mortgage with Peoples Trust Company, interest at 2.5%, repayable at $18,981 per month, due March 1, 2030.

WHA is also authorized for a $10,265,875 construction loan with BCHMC for the development at 1330 Cloudburst Drive and secured against the land and building. This loan was not drawn upon during the year.

6. Forgivable Loans

	2019	2018
BCHMC interest free forgivable loan for 1330 Cloudburst Drive to a maximum of $4,500,000	$ 2,689,644	$ -
BCHMC interest free forgivable loan for 8350 Bear Paw Trail to a maximum of $2,875,000	2,875,000	2,875,000
Total forgivable loans outstanding	$ 5,564,644	$ 2,875,000

Amounts have been provided by the British Columbia Housing Management Commission as forgivable loans where, provided that WHA remains compliant under the related agreements by continuing to develop, use and operate the lands as intended, one tenth of the principal is forgiven annually beginning at the 11th year following the day on which the occupancy permit is issued. These loans are secured by the land and buildings and assignment of rents.

At December 31, 2019, no occupancy permits have been issued and WHA is not in default. Management has assessed it to be probable that WHA will meet all forgiveness criteria and, as a result, the amounts have been recognized in government transfers (Note 10).

7. Long Term Debt

	2019	2018
Royal Bank term loan on Dave Murray Place property, interest at 2.80%, repayable at $32,845 per month, due July 31, 2021	$ 958,078	$ 1,319,888
Royal Bank mortgage on 1060 Legacy Way property, interest at 3.886%, repayable at $21,107 per month, due October 1, 2020	2,998,161	3,133,035
Sunlife Assurance Company of Canada mortgage on Seppo's property, interest at 6.8%, repayable at $41,206 per month, due October 1, 2025	2,384,280	2,707,029
Royal Bank term loan on Lorimer property, interest at 2.75%, repaid in full on March 1, 2020.	126,100	231,043
MCAP mortgage on 1310 Cloudburst property, interest at 3.239%, repayable at $20,881 per month, due June 1, 2028	4,127,779	4,243,513
Canadian Mortgage and Housing Association ("CMHC") loan on the 1020 Legacy Way property, interest accruing at 2.5%, repayable with with equal monthly payments commencing on September 1, 2028, due 2028, due August 1, 2034. (a)	1,725,000	-
CMLS Financial loan on 1020 Legacy Way property, interest at 1.58%, repayable with interest-only payments of $5,721 per month commencing April 1, 2020 and blended payments of $10,478 per month estimated to commence on March 1, 2021, due April 1, 2029. (b)	4,344,780	-
	$16,664,178	$ 11,634,508

a) The CMHC loan related to 1020 Legacy Way is partially forgivable up to $575,000 in principal plus related proportional interest at the discretion of CMHC. No amount has been forgiven as at December 31, 2019.

b) The CMLS Financial loan related to 1020 Legacy Way is authorized up to $7,300,000. The mortgage was fully disbursed in March 2020.

The mortgages are secured by a first charge on the land and buildings for each loan, a General Security Agreement and an assignment of rents.

7. Long Term Debt (continued)

Mortgage payments due in the next five years are as follows:

	Interest	Principal	Total
2020	$ 452,039	$ 3,960,771	$ 4,412,810
2021	329,656	1,126,261	1,455,917
2022	290,618	580,166	870,784
2023	258,250	612,533	870,783
2024	223,846	646,938	870,784
Thereafter	757,047	9,737,509	10,494,556
	$ 2,311,456	$ 16,664,178	$18,975,634

8. Related Party Transactions

During the year, WHA engaged in the following transactions with the Resort Municipality of Whistler (RMOW), sole shareholder of WHA:

	2019	2018
Expenses		
Property tax expense	$ 351,709	$ 293,194
Additions to tangible capital assets		
Building permit fees	$ 301,663	$ 310,646
Interest on short-term debt (a)	125,035	75,900
	$ 426,698	$ 386,546
Related party balances		
Due to related party (a)	$ 5,209,918	$ 5,084,883
Refundable deposits	$ 185,129	$ 166,688

a) In 2017 and 2018, the RMOW advanced $5,000,000 in short term debt to finance the construction of employee restricted housing. The debt has a variable rate of interest calculated daily and compounded monthly. The interest rate as at December 31, 2019 was 2.58% (2018 - 2.80%). Interest accrued on the debt during the year was $125,035 (2018 - $75,900) and has been capitalized to construction in progress (Note 4). The debt and total accrued interest is to be repaid upon the third anniversary of the advancement date. The loan is secured by a first charge on the land. The loan and all accrued interest was repaid to the RMOW after year end on March 25, 2020.

All related party transactions have been measured at their carrying values on the date of the transactions.

9. Financial Instrument Risks

WHA, through its financial assets and liabilities, is exposed to certain financial risks. The following analysis provides an assessment of those risks as at December 31, 2019.

Interest Rate Risk

WHA is exposed to interest rate risk arising from the possibility that changes in interest rates will affect the future cash flows related to its mortgages payable. WHA's objective is to minimize interest risk by locking in fixed rates on its mortgages when possible.

Liquidity Risk

Liquidity risk is the risk that WHA will not be able to meet its financial obligations as they come due. WHA has a planning and budgeting process in place to help determine the funds required to support the normal operating requirements on an ongoing basis. WHA ensures that there are sufficient funds to meet its short term requirements, taking into account its anticipated cash flows from operations and cash reserves.

Subsequent to year end, WHA's liquidity risk has increased due to the impact of COVID-19, which as described in Note 11, has disrupted WHA's operations and could impact WHA's ability to continue to service debt and meet other obligations as they come due.

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. WHA is exposed to concentrations of credit risk related to its cash, accounts receivable, and short term investments. WHA mitigates its risk by holding its cash and short term investments at one Canadian chartered bank and two BC credit unions, which provide deposit insurance coverage via the Canadian Deposit Insurance Corporation and the Credit Union Insurance Corporation. Concentrations of credit risk related to accounts receivable are mitigated as the majority are due from various levels of government.

Subsequent to year end, WHA's credit risk has increased due to the impact of COVID-19 as tenants could become unable to make rental payments.

It is management's opinion that WHA is not exposed to any significant currency or market risks arising from their financial instruments.

10. Government Transfers

	2019	2018
British Columbia Housing Management Commission	$ 2,689,644	$ 2,428,452
Canadian Housing and Mortgage Corporation	67,400	-
	$ 2,757,044	$ 2,428,452

During the year ended December 31, 2019, WHA received $2,689,644 in the form of grant revenue from the British Columbia Housing Management Commission restricted for the development of employee-restricted rental buildings at 1330 Cloudburst Drive (2018 - $2,428,452 for the development of 8350 Bear Paw Trail). These grants were provided as forgivable loans (Note 6).

During 2019, WHA also received funding of $67,400 from the Canadian Housing and Mortgage Corporation for the development of employee-restricted rental buildings at 1330 Cloudburst Drive.

11. Uncertainty Due to COVID-19

The global pandemic, COVID-19, has significantly disrupted economic activities in Canada.

In Whistler, BC, the curtailing of many tourist services has resulted in the significant departure of seasonal employees, which could have an immediate impact on WHA's cash flows from its rental operations. This situation could also lead to a shortage of workers that could affect the completion of rental housing projects under development.

Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption to WHA's operations and related financial impacts cannot be reasonably estimated at this time. WHA's ability to continue to service debt and meet other obligations as they come due is dependent on the continued ability to generate earnings and cash flows. In addition, if the impacts of COVID-19 continue beyond current expectations, there could be further effects on WHA and its tenants, funding organizations, suppliers and other third party businesses that could affect the timing and amounts realized on WHA's assets and future financial sustainability. At this time, the full potential impact of COVID-19 on the entity is not known.

Whistler Housing Authority Ltd.
Schedule of Office Expenses (Schedule 1)

For the year ended December 31	Budget 2019	2019	2018
Office Expenses			
Administrative office	$ 8,000	$ 7,511	$ 4,187
Advertising	500	-	911
Board expenses	600	1,088	122
Banking fees	800	2,614	2,540
Professional fees	40,000	32,765	32,017
Research	12,000	10,300	10,100
Telecommunications	1,000	3,827	3,920
Wages and benefits	300,000	295,271	309,585
Training and conferences	3,000	2,947	2,363
	$ 365,900	$ 356,323	$ 365,745

Whistler Housing Authority Ltd.
Schedule of Tangible Capital Assets (Schedule 2)

For the year ended December 31			2019	2018
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Land - 6320 Lorimer	$ 514,656	$ -	$ 514,656	$ 514,656
Land - 2400 Dave Murray Pl	460,826	-	460,826	460,826
Land - 7325 Seppo's Way	1,633,885	-	1,633,885	1,633,885
Land - 2110 Sarajevo #3	61,863	-	61,863	61,863
Land - 2120 Nordic Court	122,451	-	122,451	122,451
Land - 1060 Legacy Way	36,287	-	36,287	36,287
Land - 1310 Cloudburst	579,828	-	579,828	579,828
Land - 1330 Cloudburst	415,672	-	415,672	415,672
Land - 1020 Legacy Way	798,534	-	798,534	798,534
Land - 8350 Bear Paw Trail	12,080	-	12,080	12,080
Construction in progress	10,577,870	-	10,577,870	7,299,742
Building - 6320 Lorimer	1,730,037	979,224	750,813	782,097
Building - 2400 Dave Murray Pl	7,401,054	3,881,339	3,519,715	3,666,370
Building - 7325 Seppo's	6,756,387	3,471,303	3,285,084	3,421,962
Building - 2110 Sarajevo #3	26,512	12,991	13,521	14,084
Building - 2120 Nordic Court	2,782,710	1,432,021	1,350,689	1,406,968
Building - Balsam	342,532	149,113	193,419	201,478
Building - 1060 Legacy Way	7,210,100	2,316,725	4,893,375	5,097,265
Building - 1310 Cloudburst Dr	8,253,623	643,360	7,610,263	7,926,242
Building - 1020 Legacy Way	10,475,919	69,841	10,406,078	-
Equipment & furniture	61,572	43,718	17,854	22,318
	$ 60,254,398	$ 12,999,635	$ 47,254,763	$ 34,474,608

WHISTLER

REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED:	January 5, 2021	**REPORT:**	21-005
FROM:	Corporate and Community Services	**FILE:**	4530
SUBJECT:	FIVE-YEAR FINANCIAL PLAN 2021-2025 BYLAW NO. 2306, 2021		

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

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

RECOMMENDATION

That Council consider giving first, second and third readings to the "Five-Year Financial Plan 2021-2025 Bylaw No. 2306, 2021".

REFERENCES

"Five-Year Financial Plan 2021-2025 Bylaw No. 2306, 2021" (Not attached)

PURPOSE

The Five-Year Financial Plan 2021-2025 sets out the proposed revenue sources and expenditures for the municipality for the period January 1, 2021 to December 31, 2025.

DISCUSSION

The *Community Charter* requires municipalities to approve a five-year financial plan bylaw each year prior to the adoption of the annual property tax bylaw before May 15 each year. The attached bylaw and schedules reflect the following guidelines as adopted at the December 15, 2020 Regular Council Meeting:

1. To implement a 1.08 per cent increase to property value taxes in 2021;
2. To implement a 0 per cent increase to sewer parcel taxes and user fees in 2021;
3. To implement a 0 per cent increase to water parcel taxes and user fees in 2021;
4. To implement a 0 per cent increase solid waste parcel taxes and fees in 2021; and
5. To include the project amounts as described in Appendix "A" to Administrative Report to Council No. 20-129.

The municipality continues to pursue revenue diversification to minimize the overall percentage of revenue raised from property taxes wherever possible. The objective is to maintain a reasonable tax burden by maximizing other revenue sources, lowering the cost of municipal services and shifting the burden to user fees and charges where feasible.

Process. The 2021 budgeting process began in August, 2020. At that time the onset of the COVID-19 pandemic was still relatively fresh and the consequences on municipal finances still largely uncertain. Budgeting is a process that begins at the department manager level and these managers on this occasion were asked to look out into a future that was quite uncertain. How long the pandemic would remain a factor in our community was (and still is) unknown. How recovery initiatives undertaken by

stakeholders throughout our community might affect outcomes was (and still is) unknown. What the new COVID-19 related operating protocols and practices would mean for expenditures was also at that time, largely unknown. Throughout the four-month process that followed, budget stakeholders worked tirelessly to incorporate new and relevant information as it became available, to understand the full range of potential outcomes, and to ensure that budget entries reflected a "most likely" path forward. This process continued right up to early December, when Budget Guidelines were brought before Council and the community. It was a highly fluid and demanding process quite unlike that of previous years.

There was also a larger than normal range of needs observable in the community during this time. Some businesses and households are on the financial brink. Some businesses and households are doing financially as well or better than they were in 2019. A choice was made to structure a budget that in effect under-charges for existing services, in order to both support recovery efforts and to provide some relief to those in our community in a financially precarious position. Under-charging for delivered services is an approach that cannot be sustained for multiple years in a row. And so a period of greater-than-normal tax increases should fairly be anticipated in the coming years.

***Reserves and long-term fiscal health*.** Another important factor in the construction of the 2021 budget was the understanding that municipal reserves had a role to play. Funding appropriate reserve balances is one of the municipality's most important financial responsibilities. In the case of general capital reserves, this means ensuring that the funds are collected via general municipal property tax each year to offset the degradation in that same year to the physical infrastructure from which the community benefits. In this way, the cost of maintaining this infrastructure is matched to those who enjoy the collective benefits of it. Renewals (like a new roof on a building or a replacement to the mechanical system) can occur as needed and we can avoid a future where some of these assets might reach end of life and fall out of service. A decision was made in 2020, when the financial effects of the pandemic were first translated into a revised operating budget, to reduce the amount of general capital reserve contributions. In essence, to under-charge current ratepayers relative to their rate of asset consumption. This same decision is being made in 2021. Likewise, in the case of the general operating reserve, two consecutive years of under-contribution are planned. Two years in which the choice is made to source from general taxes a lesser amount than is planned to be spent from these reserves in the same period.

The decision to under-contribute to both the general capital and the general operating reserves reduces the total amount of general tax required in the years 2020 and 2021. Yet the physical infrastructure is the same and the operating needs the same as they were pre-pandemic. These costs then, weren't eliminated but rather shifted in time and the associated amounts will become part of the planned tax requisition in future years. Meaning that budgets in the final years of this five-year financial plan can be expected to include the contribution amounts that were removed from the 2020 and 2021 annual budgets in addition to a return to normal in-year contribution amounts.

External support for the municipality. A final factor in this planning cycle was pandemic-related support offered to the municipality in the form of one-time grants from senior levels of governments. Two such grants were announced as the budget planning process was well under way. The first grant, $2.685 million "COVID-19 Safe Restart Grants for Local Governments" falls in fiscal year 2020 and is to be applied against eligible costs including revenue shortfalls. The second, "BC Restart Funding for BC Transit", falls in fiscal years 2021, 2022, and 2023 and appears as reduction in BC Transit contract expense. Both of these grant amounts and their respective effects on in-year revenue and expenditure amounts, significantly informed the planned 2021 tax requisition amount.

Changes in the budgeted tax requisition between the time of the Budget Open House ($42.25 million) and the time of Budget Guidelines ($40.71 million) were highly unusual in size. This outcome results

from the unusual circumstances in which the municipality finds itself, and some decisions around reserve contributions that cannot be repeated in subsequent years.

The Five-Year Financial Plan Bylaw includes a series of schedules, including:

- **Schedule A Operating Summary**
  - Collects revenues and expenditures into key categories for each of the General, Water, Sewer, and Solid Waste Funds
  - Shows transfers into (from) statutory reserves that accompany planned operating activities
- **Schedule B Project Summary**
  - Captures planned project expenditures for each of the General, Water, Sewer, and Solid Waste funds, and
  - Associated third-party funding which includes grants and anticipated repayments in the case of projects undertaken by the municipality on behalf of third parties
  - Resulting Transfers from (to) reserves

  Note: Schedules A and B together provide a full picture of anticipated change in reserve balances. Money flows into reserves from the operating budget and out of reserves as project spending proceeds.

- **Schedule C Supplementary Information**
  - Planned proportionate split of revenue from different sources for the coming fiscal year
  - Planned distribution of general municipal tax requisition among property classes
  - Permissive exemptions effects

COMMUNITY ENGAGEMENT AND CONSULTATION SUMMARY

Community engagement was a critical piece of the process and some new tools were put into use this year. The 2021 Budget Open House meeting was conducted in a virtual/online format. A total of 45 individuals elected to participate. Small-group discussions were held in virtual breakout rooms for the first time. More than 80 individual comments and responses to prompts were collected from those conversations. An online survey was distributed following the event and received 104 individual responses. The most common theme among survey responses and open house commentary related to recovery efforts. That the municipality should do what it can to help businesses and individuals who may be struggling at this time. Comments both in support of and opposition to spending on Climate Action were recorded. Likewise for parks and trails.

OTHER POLICY CONSIDERATIONS

Section 165 of the *Community Charter* requires municipalities to prepare a five-year financial plan to be adopted annually by bylaw. Once adopted, the plan is in effect until it is amended, and may be amended by bylaw at any time.

Section 165 (3.1) requires additional disclosure regarding the proportion of revenues from each source and the objectives and policies in relation to the distribution of property value taxes among the different classes. This information is provided in Schedule “C” of the Bylaw.

SUMMARY

The Financial Plan Bylaw sets out the proposed revenues, expenditures and transfers for the years 2021 through 2025. Consistent with the Community Charter, this Bylaw guides all municipal operating and capital spending across the organization. This Bylaw is being presented to Council for consideration of the first three readings prior to adoption.
The municipality will continue to pursue revenue diversification to minimize the overall

Respectfully submitted,

Carlee Price
DIRECTOR OF FINANCE

for
Ted Battiston
GENERAL MANAGER OF CORPORATE AND COMMUNITY SERVICES

WHISTLER

MINUTES

REGULAR MEETING OF FOREST & WILDLAND ADVISORY COMMITTEE
WEDNESDAY, OCTOBER 14, 2020, STARTING AT 3:00 P.M.

Zoom Meeting Format
4325 Blackcomb Way, Whistler, BC V8E 0X5

Name	Meetings to Date: 6
Present:	
Member at Large, Melanie Tardif, Chair	6
Member at Large, Rhonda Millikin	6
Member at Large, Dan Raymond	5
Councilor, Arthur DeJong	5
Member at Large, Trevor Burton	2
Member at Large, John Hammons	4
Recording Secretary, Heather Beresford	6
Regrets:	
Member at Large, Derek Bonin, Co-Chair	3
AWARE, Claire Ruddy	3
Member at Large, Colin Rankin	3
WORCA, Seb Kemp/Matt Cooper	1

ADOPTION OF AGENDA

Moved by A. DeJong
Seconded by T. Burton

That the Forest and Wildland Advisory Committee adopt the Forest and Wildland Advisory Committee Agenda of October 14, 2020.

CARRIED

ADOPTION OF MINUTES

Moved by A. DeJong
Seconded by D. Raymond

That the Forest and Wildland Advisory Committee adopt the Forest and Wildland Advisory Committee Minutes of September 9, 2020.

CARRIED

PRESENTATIONS/DELEGATIONS

Updates

Council:

- Extending temporary patio licenses for winter

- New contract for solid waste landfill location
- Two employee housing buildings underway
- RMOW applying to Investing in Canada Infrastructure Program for the geopark proposal
- Wildfire fuel thinning project underway on Blackcomb Mountain

AWARE:

- Preparing grant application for Climate Action grant
- Strategic planning session scheduled
- Fungus Among Us this weekend online

WORCA:

- Chipmunk Rebellion open, Flashback will be completed in spring '21
- Trail nights complete

RMOW:

- Climate Action Big Moves strategy online survey
- Wildfire monitoring program - budget request for 2021. Lil'wat Nation has environmental monitoring staff.
- Nesters Hill and Lost Lake/Spruce Grove wildfire thinning complete for 2020

Trail Planning Working Group:

- Next meeting in October 2020

Cheakamus Community Forest:

- Cheakamus Lake Road (C02) wildfire fuel thinning project scheduled for November 2020 to spring
- Basalt valley road connection continues to be discussed

CCF Field Trip

A discussion by FWAC regarding the October 8 CCF Cheakamus Lake Road (C04) wildfire treatment area tour.

FWAC Discussion:

- Tour was held on October 8 and led by Simon Murray, CCF Forest Manager accompanied by Klay Tindall and Jordan Gabriel, Lil'wat Forestry Ventures.
- Wildfire prescriptions
  - Prescriptions follow the provincial format
  - The wildfire behavior goal of the prescription was to "Reduce fine surface fuel loading and increase crown base height to limit critical surface fire intensity to between 1,000 - 2,500 kW/m
  - Suggest separating fire thinning objectives from wildlife protection, e.g., spotted owl, deer
  - FWAC could provide input to prescription development
  - Targets set for wildfire objectives, and monitoring should determine if targets met regarding fire intensity
- Role and opportunity of planting/retaining deciduous vegetation
  - Research available discussing value/efficacy of green fire breaks

- ACTION: add discussion of using green fuel breaks at December meeting
- Wildfire Development Area Permit included in Whistler Official Community Plan

Discussion:

- FWAC to prepare annual report to CCF regarding previous year's harvesting.
- Fall 2019 field trip not included in 2018 report.
- Organize FWAC field trip for early October to review Cheakamus Lake road wildfire management area C04 completed in August 2020.

Annual Report to CCF

A discussion by FWAC regarding the 2019 Annual Report to the CCF.

- Noted that not many recommendations made in 2018 annual report had been acted upon and were still relevant.
- Point 3 in annual report – add reference to investigating other options for reducing costs of wildfire fuel treatment
- BC Forest Practices Board produced a report in 2015 providing an update on Fuel Management in the Wildland Urban Interface and one of the key recommendations was to reduce the cost per hectare to allow more area to be treated
- Recommend Ecosystem-based Management Plan be updated to include wildfire, carbon project and climate change.
- Request S. Murray provide feedback on FWAC's annual report recommendations
- Point 4 – broaden to include monitoring more than adherence to prescription criteria. Include impacts on wildlife, soil, recreation, etc.

ACTION: share final reports on wildfire projects with FWAC

R. Millikin left at 4:02 p.m.

- Recommend CCF replant large openings and skid roads with deciduous to reduce wildfire potential and block access with boulders to prevent camping. It was suggested that red alder would be a good candidate for the treated area as it grows well in the area, has a short life span so it could be harvested when and if the rest of the treated area is harvested and has a much higher value than other hardwoods such as cottonwood.
- Craterview Loop – information signs regarding various silviculture approaches; opportunity to improve access with some spot application of surface gravel and interp signs to benefit public education.
- Suggest CCF provide information on replanting efforts since it started in 2009; are the replanted areas growing adequately and achieving "free to grow" status?
- FWAC subgroup recommends CCF review and update its various planning documents (EBM Plan, silviculture, Forest Stewardship Plan, etc.)
- Add these comments to the 2019 Annual Report on CCF activities

FWAC Members' Terms

A discussion by FWAC regarding FWAC members' terms.

- Christine Bilodeau stepped down in August 2020
- Derek Bonin – extend term to July 2021 which will be maximum term length
- Trevor Burton, Colin Rankin – extend term one year to December 2021
- All other members continue

OTHER BUSINESS

N/A.

UPCOMING AGENDAS

- November: CCF Harvesting and wildfire treatment plans (invite CCF GIS tech to share maps online during meeting); Annual report to CCF
- December: green fuel breaks
- 2021: Craterview Loop tour

MOTION TO TERMINATE

Moved by A. DeJong
Seconded by T. Burton

That the Forest and Wildland Advisory Committee Meeting of October 14, 2020 be terminated at 4:30 p.m.

CARRIED

Chair, M. Tardif

Recording Secretary, H. Beresford

MINUTES

WHISTLER

REGULAR MEETING OF FOREST & WILDLAND ADVISORY COMMITTEE
WEDNESDAY, NOVEMBER 18, 2020, STARTING AT 3:00 P.M

Zoom Meeting Format
4325 Blackcomb Way, Whistler, BC V8E 0X5

Name	Meetings to Date: 7
Present:	
Member at Large, Melanie Tardif, Chair	7
Member at Large, Derek Bonin, Co-Chair	4
AWARE, Claire Ruddy	4
Member at Large, Colin Rankin	4
Member at Large, Rhonda Millikin	7
Member at Large, Dan Raymond	6
Councilor, Arthur DeJong	6
Member at Large, Trevor Burton	3
Member at Large, John Hammons	5
WORCA, Matt Cooper	2
Recording Secretary, Heather Beresford	7
Regrets:	

ADOPTION OF AGENDA

Moved by R. Millikin
Seconded by D. Bonin

That the Forest and Wildland Advisory Committee adopt the Forest and Wildland Advisory Committee Agenda of November 18, 2020.

CARRIED

ADOPTION OF MINUTES

Moved by A. DeJong
Seconded by D. Raymond

That the Forest and Wildland Advisory Committee adopt the Forest and Wildland Advisory Committee Minutes of October 14, 2020.

CARRIED

PRESENTATIONS/DELEGATIONS

Updates

Council:

- Cheakamus Crossing Parcel A project underway
- Budget open house scheduled for November 16
- Whistler Blackcomb opening depends on PHO directions

AWARE:

- Participating in RMOW budget process
- Submitted application to federal climate awareness fund
- Currently doing strategic planning

WORCA:

- Chipmunk Rebellion open, Flashback will be completed in spring '21
- Applications being developed for trails and will bring to FWAC and CCF soon

RMOW:

- Budget process including wildfire program underway
- FWAC ad for new member open until November 19

Trail Planning Working Group:

- Meeting notes from October distributed to FWAC

Cheakamus Community Forest:

- 2021 harvesting and wildfire plan update on this agenda

Noted that two interpretive signs replaced at Ancient Cedars trail.

CCF 2021 Plans

A presentation by Simon Murray, CCF Forestry Manager and Pete Finch, Chartwell, regarding the CCF's 2021 harvesting and wildfire project plans.

- Cheakamus Lake Road fuel thinning project starts November 30 from start of road to approximately the 2 km mark. Lil'wat Forestry Ventures will do the work. Anticipated completion February 2021. Final stage of project.
- Proposed 2021 CCF activities:
    - Fee 01 & 02 (Brandywine valley) and Powder 07 (Callaghan valley) need engineering, are not economical currently and will not be harvested in 2021.
- Discussion re: why CCF isn't harvesting during this time of high lumber prices. S. Murray responded that it's a combination of things: blocks are higher elevation, higher percentage of pulpwood and need roads built. The timber is mainly hem/bal, little Douglas fir or cedar, so of low value, only good for pulp which is at a low price currently. These factors affect P07, C09, C10 and C12 as well.
- Brew 04: Older second growth, reasonably desirable. Proposed harvesting units haven't been engineered yet. These blocks are adjacent to first areas the CCF harvested. Furthest southern portion is is DS1 subzone and is not harvested due to extensive past harvesting. B04 will be engineered in spring 2021 and harvested in summer by Sqomish Forestry.
- Basalt Valley – Cheakamus Crossing Phase 2 overlaps existing road access and objective is to reconnect FSR through quarry to avoid logging trucks travelling through the new residential neighbourhood. CCF needs to build road to access C09, c10 and C12. Quarry road will be upgraded in fall 2020 and separated from the mine tenure. Road will only be for industrial access, not public. Public will continue to use

Loggers Lake road to access the area. Timber development will have to pay for road upgrades and construction.
    - FWAC reminded CCF of concerns over expanding road system leading to further habitat fragmentation. Also that it opens a relatively inaccessible area to the public.
- N05 – located in an EBM reserve, off limits to logging. May do some fuel thinning in the general area.
- Cheakamus 09 – getting road in will be difficult. Current map layout won't work.
- Cheakamus 10 – Not economical, many mountain bike trails in area.
- Cheakamus 12 – Areas identified are marginal, higher elevation. Old growth yellow cedar on site will be retained. No immediate plans to harvest.
- T01 near Daisy Lake will not happen. Not viable.
- Wedge 09 along the mainline is second growth Douglas fir that looks promising. In spotted owl management area, so largest trees would be left. A combination of harvesting and fuel thinning. Small opening, high retention logging.
- Wedge 06 will never happen.
- Markets will dictate actual 2021 harvest.
- No open house this year but will share information through website and email list. FWAC suggested sharing on Cheakamus Crossing Facebook page and WORCA.
- Gate on Black Tusk Road was discussed. Various opinions on location. Needs to be a broader community conversation.
- Noted that plan presented today doesn't match the 1-3 and 4-10 year plans on the CCF website. Plans should be updated, and one map created showing all plans.
- S. Murray noted that second growth is unavailable for harvesting due to the carbon project obligations, but that is where the harvesting opportunities really exist. Would like to explore options with CCF Board of making more second growth available by adjusting the carbon project terms.

16 Mile FSR

- Fuel break proposed for 16 Mile FSR. CCF applied to Wildfire Risk Reduction program for funding. Would need to coordinate with TAG. Operations would take place in shoulder seasons to avoid TAG's busy summer season. Current wood value is reasonable. First third is Douglas fir plantation, then becomes hemlock/balsam with lower value.
- S02 and S04 – previously undeveloped old growth, balsam fir at the top end of the 16 Mile valley. Lil'wat Forestry Ventures exploring opportunity for doing small openings, retention harvesting in 2022 or 2023.
- FWAC suggested focusing on north side of 16 Mile Creek and upgrade the road. Asked CCF to confirm that there are no First Nation cultural areas. Engineering will take place in 2021.
- Silviculture plans discussed. No logging done in 2020 that needs replanting. Infilling smaller areas in 19 Mile and Cheakamus Lake Road fuel thinning projects can be done with deciduous ordered from nurseries.

D. Raymond left at 4:35 p.m.

CCF Annual Report

A presentation by Heather Beresford, RMOW regarding the draft CCF 2019 Annual Report.

- FWAC noted that CCF isn't acting on many of the recommendations in the annual reports from FWAC; need to reconnect the CCF with the community; community would like to see fewer areas harvested; update the 10 year plan and remove locations that won't be harvested; how will recent provincial old growth strategy affect CCF plans.
- Discussion re: evaluating effectiveness of public engagement. Suggestions are to track online interactions, open house attendance, invest in a communications strategy.
- Identify community issues and CCF response. Prepare a table/report based on presentation.

OTHER BUSINESS

N/A.

UPCOMING AGENDAS

- December: green fuel breaks; review provincial old growth strategy
- 2021: Craterview Loop tour

MOTION TO TERMINATE

Moved by C. Rankin
Seconded by R. Millikin

That the Forest and Wildland Advisory Committee Meeting of November 24, 2020 be terminated at 5:03 p.m.

CARRIED

Chair, M. Tardif

Recording Secretary, H. Beresford

WHISTLER

MINUTES

REGULAR MEETING OF RECREATION LEISURE ADVISORY COMMITTEE
THURSDAY, OCTOBER 15, 2020, STARTING AT 3:00 P.M.
Via Zoom

PRESENT:

Councillor, R. Forsyth
Member at Large, Chair, J. Chuback
Member at Large, A. Ross
Member at Large, K. Paterson
Member at Large, B. Calladine
Member at Large, C. Kaipio
Member at Large, C. MacKenzie
Member at Large, L. Harnish
Member at Large, D. Clark
Member at Large, T. Nepomuceno
Whistler Sports Legacies representative, Co-Chair, R. Soane
Manager, Resort Parks Planning, RMOW, M. Pardoe
Parks Planning Technician, Resort Parks Planning, RMOW, C. Eccles
RMOW Recreation Staff representative, Pam Deane
Recording Secretary, O. Carroll

REGRETS:

Tourism Whistler representative, M. Kunza
Recreation Manager, RMOW, R. Weetman
Sea to Sky School District 48 representative, I. Currie
Parks Planner, Resort Parks Planning, RMOW, A. Oja

Meeting called to order at 3:05 pm.

ADOPTION OF AGENDA

Moved by L. Harnish
Seconded by R. Forsyth

That Recreation Leisure Advisory Committee adopt the regular Recreation Leisure Advisory Committee Agenda of October 15, 2020 as amended with the addition of items related to Alta Lake petition, recreation group contacts and valley trail maintenance updates.

CARRIED

ADOPTION OF MINUTES

Moved by B. Calladine
Seconded by R. Soane

That Recreation Leisure Advisory Committee adopt the amended Regular Recreation Leisure Advisory Committee Minutes of July 12, 2020.

CARRIED

PRESENTATIONS/DELEGATIONS

Draft Park Master Plan Review and Update

An overview of the secondary draft of Parks Master Plan was presented by Manager of Parks Planning, Martin Pardoe. This draft includes the latest notes/edits by the hired Consultant. Staff believe the document could use more editing before being presented to Council. Revisions would include more structure to the document; editing of the graphics; changing map format for more consistency throughout the document; adding a conclusion or recommendation to summarize the document. Staff suggest the possibility of removing the methodology and public engagement output, and creating a second document outlining this information for reference to consolidate and clarify the main Parks Master Plan document.

Committee comments on document overview:

- Clarify the number of major parks as there is inconsistency throughout the document.
- Document is currently not tied together well with many disjointed pieces. Important to have a good flow to make sense to the public.
- Important to tie in Whistler Vision and OCP (Official Community Plan). People are proud of Whistler parks and the document should reflect that notion.
- Concerns with how projects are prioritized and how this is illustrated in the document.
- Excited about the potential for our parks. The challenge will be selling the idea of putting more resources into developing parks that already exist (i.e. Rainbow Park and Meadow Park) versus something completely new.
- Committee members agreed with staff recommendations for edits to the draft report.

Committee questions:

- In the costing and prioritization of funds to certain projects, is recreational density taken into effect?
- Are there other ways we can determine the stress of the priority items other than just the community engagement survey?
- School District 48 is listed as one of the top three priorities (Page 7), but there is nothing else in the document that mentions plans including School District 48. Is there reason for this? And if so can this be portrayed better in the document?
- Alongside priority, would it be helpful to outline a visual timeline for each project?

Staff comments:

- Overcapacity in certain parks do become higher priority. Things that are considered when prioritizing is higher recreation use, population density, and likely number of users on a particular amenity.

- Priorities of projects are weighed by the results of the Parks Asset Inventory Conditions Assessment and of the Community Engagement Summary.
- The results from the Parks Asset Inventory Conditions Assessment found the Whistler Secondary School Field to be among the top three priorities. However, this view is seen through only one lens. May not in fact be the highest priority. Staff will work on portraying this better in the document for better transparency to reader.
- The challenge with adding a timeline for each project is that it commits us to action without consideration of additional factors. The parks master plan is intended to guide decisions & directions for the future at a broad level.

D. Clark joined meeting at 3:49pm.

Rainbow Park – Discussion and Questions:
Committee Question:

- Rainbow Park had huge volume and usage this year. What is the stance on future parking in this area, particularly along the road? What does RMOW want to do and is there a way to use this to increase road access or parking?

Staff Comment:

- Prior to this summer, plans included developing a valley trail connection from behind the washrooms to Alta Lake Road to take bike/pedestrian traffic out of the parking lot; creating suitable shuttle bus/transit drop off on road and designated parallel parking spots; and forming a drop-off area where parking lot is currently paved. Received a variety of feedback in Master Plan process: get rid of parking, make more parking, charge for parking; none of which are very practical; the solution is somewhere in between.
- The response to the increase in usage this summer due to Covid was a last minute reaction and the Rainbow Park shuttle turned out to be costly. However, it was noted that the Lost Lake Shuttle took several years to become successful.
- Following the volume this summer, the priorities are to relocate bike/pedestrian traffic out of the parking lot; improve vehicle flow throughout the parking lot; and create more outreach/communication to encourage users not to bring cars to the park.

Committee Question:

- Can we expand the beach space more?

Staff Comment:

- Explored this option early on, but received negative feedback from the community about expanding the beach. As such, haven't developed beach front areas in quite some time. The approach is to add docks, which are low cost and low environmental impact.

Meadow Park – Discussion and Questions:
Committee Question:

- Why would we give up a baseball diamond for dogs? Could we move the dog park up further by the treed area between the parking lot and Meadow Park? This would also have the effect of 'firesmarting' the area

around Meadow Park arena as well as get dogs away from small children.

Staff Comment:
- Up until recently, the baseball diamonds were under-utilized for sport, and used heavily as a dog off-leash area. Dogs off-leash is a contentious subject and a challenging concept for many. People in Whistler are very passionate about their dogs, so it is important to find the right balance.

Committee Comment:
- Having coached baseball and camps for many years, hate to see the amenity go away, but have to appreciate what is currently the best use of the land. There is a higher demand for off leash areas than there is for baseball. Relatively speaking, numbers are fairly minimal and not many tournaments occur so the need for two diamonds is not essential. Expanding one diamond to full size would be quite beneficial to the youth teams that are finding they are 'out-hitting' the current smaller diamonds.

Staff Comment:
- When it comes time to advancing Meadow Park, will do further community engagement.

Parkhurst – Discussion & Questions:
Committee Question:
- Is there potential to access Parkhurst via Whistler Paintball access road and extending this to Parkhurst?

Staff Comment:
- Access to Parkhurst is challenging. Would also have to make sense to the public so that it is utilized, otherwise the most convenient option will be to park on the highway, which we want to avoid.
- Perhaps there is an opportunity for parking, off the highway, for both Parkhurst and other trail users of Cougar Mountain area. The challenge would then be how people would safely cross the highway.

Committee Question:
- Has there been any discussion by the RMOW to develop Parkhurst for employee housing?

Committee Comment:
- At this time, this has not been discussed by Council.

Committee Recommendations:
Following review of document with staff, the Committee is not at a point to make a decision and agree that the document is not yet ready to present to Council. Committee hope to be able to review another draft of Parks Master Plan at a future meeting. Staff plan to address the Committee's comments and concerns and incorporate these notes into the document for further review by the Committee.

Motion to receive progress report on the Parks Master Plan and to update noted changes as reviewed and discussed.

Moved by B. Calladine
Seconded by C. MacKenzie

CARRIED

One Duck Lake Access

An update was given by Parks Planning Manager, Martin Pardoe, regarding One Duck Lake Access. RMOW purchased 9561 Emerald Drive which is now being rented out through WHA by the Home Run Program. The intent is to provide public access to the lands west of Emerald Estates including One Duck Lake through this property. The plan is to build a small, non- motorized, formal recreational trail that will connect with other trail systems. This will also deter people from using the private access opposite Deer Horn Place. There will not be any other amenities, such as washrooms.

Emerald residents raised some concerns. A neighborhood meeting was held in September over Zoom by Parks Planning Manager, Martin Pardoe, and Emerald residents. Concerns were raised by residents over privacy and parking which RMOW recognize and wish to address during implementation. Parking plan/solution is likely to have similar elements to other areas in the community. Good feedback highlighted in addressing community concerns.

Beedie Group Development

An update was given by Parks Planning Manager, Martin Pardoe, regarding the Beedie Group Development. To date, the RMOW has not received any formal applications for rezoning.

A Strategic Planning Committee has recently been initiated by the RMOW. This is a high level committee concentrating on community needs, resort needs, land use issues, etc. which are guided by the OCP vision and objectives. It is through this process that we would be forwarding land use recommendations and decisions/feedback for any development proposal. This would be part of the community process for evaluating future possible rezoning of this land, or other lands.

Committee Question:

- Has there been any discussion about a potential tennis facility concept from the tennis community?

Committee Comment:

- The Tennis Association board is in the middle of being restructured. The AGM is being held next week, and priorities have changed. May be good to reach out to the association in a month once they get their new board and priorities in order.

Committee Question:

- Pre-Covid we talked about having a representative of the Whistler Racquet Club come to RLAC to provide an overview of their operations and the facility, Can we still do that?

Staff Comment:

- Yes. Will reach out again.

OTHER BUSINESS

HVAC Noise:

Meadow Park Staff representative, Pam Deane, provided an update on HVAC Noise at Meadow Park.

- HVAC unit was installed on the exterior of Meadow Park before Covid. The previous unit was old and needed replacing; the new unit should greatly improve pool air quality.

- There were concerns raised by residents of adjacent housing on Cypress Place. In response, Facility Construction Maintenance arranged for a structure to be erected around the HVAC unit to help mitigate noise. This structure was recently installed and seems to have resolved the issue.

Meadow Park Re-Opening:
Meadow Park Staff representative, Pam Deane, provided an update on Meadow Park Re-Opening outlining original projected dates for re-opening different facilities and the status of these timelines. Full overview was presented to the Committee of the Whole by Recreation Manager, Roger Weetman.

Alta Lake Petition:
Committee members discussed the petition launched by local resident to stop commercial use of Alta Lake. RMOW is aware of circulating petition. At this time, no further action is required by the Committee.

Contact List for Community Clubs:
Committee members would like an updated list of clubs and groups that use the community's recreational facilities. Address this list on future agenda and decide how the Committee would like to communicate with these groups.

Valley Trail Updates:
Committee addressed concerns regarding paving issues for small wheel users on Valley Trail. Staff will forward comments on to Resort Operations team regarding repairs and will follow up in subsequent meeting.

NEXT MEETINGS
November 12, 2020
December 10, 2020

MOTION TO TERMINATE

Moved by C. Kaipio
Seconded by R. Forsyth

That the Recreation Leisure Advisory Committee Meeting of October 15, 2020 be terminated at 5:05 p.m.

CARRIED

Chair, J. Chuback

Recording Secretary, O. Carroll

RESORT MUNICIPALITY OF WHISTLER
FIVE-YEAR FINANCIAL PLAN 2021-2025 BYLAW NO. 2306, 2021
A BYLAW TO ADOPT A FIVE-YEAR FINANCIAL PLAN FOR 2021-2025

WHEREAS the Council must have a financial plan pursuant to Section 165 of the *Community Charter;*

AND WHEREAS the Council deems it necessary and appropriate to adopt a five-year financial plan for the years 2021 to 2025;

NOW THEREFORE, the Municipal Council of the Resort Municipality of Whistler ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as the "Five-Year Financial Plan 2021-2025 Bylaw No. 2306, 2021".

2. That Council adopt the Five-Year Financial Plan for the years 2021-2025 inclusive, for each year of the plan, as set out in Schedules A, B and C attached hereto and forming a part of this Bylaw as follows:

    Schedule A – Consolidated Operating Summary
    Schedule B – Consolidated Project Summary
    Schedule C – Supplementary Information

GIVEN FIRST, SECOND, and THIRD READINGS this __ day of _____, 2021.

ADOPTED this __ day of _____, 2021.

Jack Crompton,
Mayor

Brooke Browining,
Municipal Clerk

I HEREBY CERTIFY that this is a true copy
of "Five-Year Financial Plan 2021-2025
Bylaw No. 2306, 2021".

Brooke Browning,
Municipal Clerk

RESORT MUNICIPALITY OF WHISTLER **BYLAW 2306, 2021**
FIVE-YEAR FINANCIAL PLAN 2021 - 2025 **SCHEDULE A**
CONSOLIDATED OPERATING SUMMARY

	2021	2022	2023	2024	2025
REVENUE					
General Fund					
Property Taxes	40,713,890	42,342,446	43,951,459	45,533,711	47,172,925
Other Property Tax	1,048,364	1,073,364	1,098,364	1,123,364	1,148,364
Government Grants	713,422	715,000	720,000	725,000	730,000
Fees and Charges	10,270,439	11,597,947	12,235,834	12,602,909	12,980,996
Investment Income	1,939,612	2,009,612	2,079,612	2,149,612	2,219,612
RMI Grant	6,590,000	6,790,000	6,790,000	6,790,000	6,790,001
MRDT	6,287,622	7,230,765	8,315,380	9,146,918	9,604,264
Works and Service Charges	385,000	375,000	365,000	355,000	345,000
Water Fund					
Parcel Taxes	4,150,711	4,275,232	4,403,489	4,535,594	4,671,662
Fees and Charges	3,334,774	3,434,817	3,537,862	3,643,998	3,753,318
Works and Service Charges	25,000	25,000	25,000	20,000	20,000
Sewer Fund					
Parcel Taxes	4,301,725	4,430,777	4,563,700	4,700,611	4,841,629
Fees and Charges	4,063,964	4,185,883	4,311,459	4,440,803	4,574,027
Works and Service Charges	110,000	105,000	100,000	95,000	90,000
Solid Waste Fund					
Fees and Charges	5,937,513	6,145,326	6,360,412	6,583,027	6,813,433
Government Grants	579,598	604,598	629,598	654,598	679,598
	90,451,634	**95,340,767**	**99,487,170**	**103,100,145**	**106,434,829**
EXPENDITURE					
General Fund					
Payroll and Goods & Services	55,999,392	57,678,119	59,293,106	60,953,313	62,660,006
Debt Interest & Principal	236,171	236,171	236,171	236,171	236,171
Residents & Partners	5,529,802	6,359,272	7,313,163	8,044,479	8,446,703
Contingency	400,000	410,472	421,450	432,725	444,305
Water Fund					
Payroll and Goods & Services	2,026,773	2,067,309	2,108,655	2,150,828	2,193,844
Debt Interest & Principal	-	-	-	-	-
Sewer Fund					
Payroll and Goods & Services	3,113,772	3,176,047	3,239,568	3,304,360	3,370,447
Debt Interest & Principal	1,407,698	938,726	938,726	938,726	938,726
Solid Waste Fund					
Payroll and Goods & Services	5,382,830	5,490,487	5,600,297	5,712,303	5,826,549
Debt Interest & Principal	496,593	496,593	496,593	496,593	496,593
	74,593,032	**76,853,196**	**79,647,729**	**82,269,498**	**84,613,345**

RESORT MUNICIPALITY OF WHISTLER **BYLAW 2306, 2021**
FIVE-YEAR FINANCIAL PLAN 2021 - 2025 **SCHEDULE A Cont'd**
CONSOLIDATED OPERATING SUMMARY

	2021	2022	2023	2024	2025
TRANSFERS TO (FROM) OTHER FUNDS / RESERVES					
Interest Paid to Reserves	1,745,651	1,807,609	1,872,098	1,935,098	1,998,098
Recreation Works Charges Reserve	210,000	205,000	200,000	195,000	190,000
Transportation Works Charges Reserve	175,000	170,000	165,000	160,000	155,000
Employee Housing Charges Reserve	-	-	-	-	-
RMI Reserve	2,394,304	2,490,180	2,490,180	2,490,180	2,490,180
MRDT Reserve	(1,367,795)	(873,166)	(330,809)	84,960	313,633
General Capital Reserve	3,843,999	4,636,682	4,555,310	4,235,866	4,087,338
Parking Reserve	-	-	-	-	-
Parkland and ESA Reserve	-	-	-	-	-
Vehicle Replacement Reserve	1,031,377	1,061,377	1,091,377	1,121,377	1,151,377
General Operating Surplus (Deficit)	-	-	-	-	-
General Operating Reserve	275,965	746,996	1,218,027	1,689,058	2,160,089
Water Works Charges Reserve	25,000	25,000	25,000	20,000	20,000
Water Capital Reserve	4,041,145	4,162,379	4,287,251	4,415,868	4,548,344
Water Operating Reserve	80,000	81,200	82,418	83,654	84,909
Water Operating Surplus (Deficit)	-	-	-	-	-
Sewer Works Charges Reserve	110,000	105,000	100,000	95,000	90,000
Sewer Capital Reserve	1,066,072	1,567,026	1,704,394	1,845,883	1,991,616
Sewer Operating Reserve	1,249,094	1,286,567	1,325,164	1,364,919	1,405,866
Sewer Operating Surplus (Deficit)	-	-	-	-	-
Solid Waste Capital Reserve	998,790	1,036,245	1,075,104	1,115,420	1,157,248
Solid Waste Operating Reserve	(20,000)	(20,524)	(21,072)	(21,636)	(22,215)
Solid Waste Surplus (Deficit)	-	-	-	-	-
	15,858,602	**18,487,571**	**19,839,441**	**20,830,647**	**21,821,484**
REVENUE LESS EXPENDITURE AND TRANSFERS	0	0	0	0	0

RESORT MUNICIPALITY OF WHISTLER
FIVE-YEAR FINANCIAL PLAN 2021 - 2025
CONSOLIDATED PROJECT SUMMARY

BYLAW 2306, 2021
SCHEDULE B

	2021	2022	2023	2024	2025
REVENUE AND OTHER SOURCES OF FUNDING					
General Fund					
Government Grants	2,941,142	1,366,542	974,558	533,802	266,000
Third Party Repayments	50,000	5,274,003	5,420,669	434,003	434,003
Water Fund					
Government Grants	428,997	640,940	338,720	-	-
Other Contributions	-	-	-	-	-
Sewer Fund					
Government Grants	428,997	640,940	338,720	-	-
Solid Waste Fund					
Government Grants	-	-	-	-	-
	3,849,136	7,922,425	7,072,667	967,805	700,003
EXPENDITURE					
General Fund					
Non-capital Expenditure	1,779,782	4,882,200	657,000	957,000	692,000
Infrastructure Maintenance	10,996,982	10,058,976	11,799,877	5,754,935	4,946,168
Capital Expenditure	24,444,958	11,818,512	12,120,018	4,120,162	2,719,399
Water Fund					
Non-capital Expenditure	297,500	267,500	152,500	147,500	170,000
Infrastructure Maintenance	5,322,667	3,628,000	4,834,000	2,125,000	9,650,000
Capital Expenditure	435,550	193,150	1,031,350	1,004,950	104,950
Sewer Fund					
Non-capital Expenditure	-	-	-	-	-
Infrastructure Maintenance	13,824,167	7,805,000	3,861,000	4,222,000	6,502,000
Capital Expenditure	559,450	141,850	158,650	75,050	15,050
Solid Waste Fund					
Non-capital Expenditure	70,000	70,000	70,000	70,000	-
Infrastructure Maintenance	500,000	575,000	650,000	300,000	300,000
Capital Expenditure	1,135,000	145,000	35,000	25,000	25,000
All Funds					
Depreciation	14,391,162	14,891,162	15,391,162	15,891,162	16,391,162
	73,757,218	54,476,349	50,760,557	34,692,759	41,515,729

RESORT MUNICIPALITY OF WHISTLER
FIVE-YEAR FINANCIAL PLAN 2021 - 2025
CONSOLIDATED PROJECT SUMMARY

BYLAW 2306, 2021
SCHEDULE B Cont'd

	2021	2022	2023	2024	2025
TRANSFERS (TO) FROM OTHER FUNDS (RESERVES)					
RMI Reserve	7,635,435	4,219,863	4,229,177	981,835	879,168
MRDT Reserve	708,656	698,400	572,800	590,500	415,500
General Capital Reserve	17,456,231	12,258,716	10,338,772	3,080,136	2,295,387
Recreation Works Charges	80,000	1,220,000	1,820,000	20,000	-
Vehicle Replacement Reserve	1,648,491	1,517,500	2,285,000	1,893,000	1,485,000
Library Reserve	106,500	25,000	10,000	20,000	10,000
General Operating Reserve	2,711,593	2,264,100	1,943,800	1,825,314	1,514,000
Transportation Works Charges	3,933,670	3,189,560	2,402,780	1,887,500	1,492,500
Water Capital Reserve	5,329,220	3,180,210	5,526,630	3,129,950	9,754,950
Water Operating Reserve	297,500	267,500	152,500	147,500	170,000
Sewer Capital Reserve	12,902,620	6,378,910	2,853,930	3,595,050	5,915,050
Sewer Operating Reserve	1,052,000	927,000	827,000	702,000	602,000
Solid Waste Capital Reserve	1,635,000	720,000	685,000	325,000	325,000
Solid Waste Operating Reserve	70,000	70,000	70,000	70,000	-
	55,566,920	36,936,765	33,717,397	18,267,795	24,858,567
ADJUSTMENTS FOR NON CASH ITEMS AND CHANGES TO NET FINANCIAL ASSETS					
Depreciation	14,391,162	14,891,162	15,391,162	15,891,162	16,391,162
Third Party Repayments	(50,000)	(5,274,003)	(5,420,669)	(434,003)	(434,003)
	14,341,162	9,617,160	9,970,493	15,457,160	15,957,160
REVENUE AND TRANSFERS LESS EXPENDITURE	-	-	-	-	-

RESORT MUNICIPALITY OF WHISTLER **BYLAW 2306, 2021**
FIVE-YEAR FINANCIAL PLAN 2021 - 2025 **SCHEDULE C**
SUPPLEMENTARY INFORMATION

Proportion of total proceeds proposed to be raised from each funding source in 2021

Funding Source	% of Total Revenue	Dollar value
Property Taxes	45.87%	41,762,254
Parcel Taxes	9.28%	8,452,436
Fees and Charges	26.50%	24,126,690
Investment income	2.13%	1,939,612
Debt	0.00%	-
Government Grants	2.02%	1,842,520
Transfer taxes	14.14%	12,877,622
Other	0.05%	50,000
Total	100%	91,051,134

The municipality will continue to pursue revenue diversification to minimize the overall percentage of revenue raised from property taxes wherever possible. The objective is to maintain a reasonable tax burden by maximizing other revenue sources, lowering the cost of municipal services and shifting the burden to user fees and charges where feasible.

Proposed distribution of property tax revenue in 2021

Property Class	% of Total Property Taxation	Dollar value, completed roll
Class 1 - Residential	67.39%	27,144,102
Class 2 - Utilities	1.48%	597,585
Class 5 - Light industry	0.20%	79,130
Class 6 - Business other	29.46%	11,866,009
Class 8 - Recreational	1.47%	590,167
Total	100%	40,276,993

The municipality will continue to set tax rates to ensure tax stability by maintaining a consistent proportionate relationship between classes. The proposed distribution shown above is consistent with the prior year. In order to maintain the current share of taxation between property classes, minor adjustments are made to the tax ratios to account for market based assessment variation between the classes. This policy provides a balanced tax impact among property classes.

PERMISSIVE EXEMPTIONS

As permitted by the Community Charter, council has granted exemptions from municipal property taxes for the following general purposes:

* Land and improvements surrounding a statutorily exempt building for public worship.
* Properties owned or held by a not-for-profit organization whose purpose is to contribute to the well-being of the community with the provision of cultural, social, educational or recreational services.

Permissive exemptions for municipal property taxes in 2021 are estimated to be $455,135

400-30

December 18, 2020

VIA EMAIL: commission.secretary@bcuc.com

BC Utilities Commission
Suite 410, 900 Howe Street
Vancouver, BC V6Z 2N3

Dear Commission Members:

Re: BC Hydro Streetlighting Rate Increase / Termination of Private Light Systems

We are writing to express our strong objection to BC Hydro's proposal to increase streetlighting rates for its LED Streetlight Program and terminate its Private Light System.

Although the move to LED lights is supported for its environmental benefits, we do not support local governments being charged for the disposal of the existing lights and associated depreciation costs; those costs must be borne by BC Hydro. In addition, the elimination of the Private Light System that has been in existence for years will have a detrimental effect on our rural residents, as it will open isolated areas to more theft, vandalism or other crime. The BC Cattlemen's Association has serious objections to the elimination of this system, and we share those concerns.

.../2

Please weigh our concerns heavily when evaluating BC Hydro's proposals; the impacts will be far-reaching and are unfair if permitted to go through as proposed. Thank you for your consideration.

Yours truly,

[redacted]

Chair Margo Wagner
Cariboo Regional District

Yours truly,

[redacted]

Mayor Gabe Fourchalk
District of Wells

[redacted]

Mayor Bob Simpson
City of Quesnel

[redacted]

Mayor Walt Cobb
City of Williams Lake

[redacted]

Mayor Mitch Campsall
District of 100 Mile House

c: Minister of Energy, Mines and Low Carbon Innovation
Lorne Doerkson, MLA, Cariboo-Chilcotin
Coralee Oakes, MLA, Cariboo North
All UBCM Member Local Governments

Lucy Wyn-Griffiths

From: Florence Cussans [redacted]
Sent: Saturday, December 19, 2020 1:44 PM
To: corporate
Subject: Highway Lighting

Dear Mayor and Council,

I hope you are well :)

I have recently moved from Glacier Lane to Bayshores, an area I absolutely love! I have however been quite disappointed in the lighting along the sea-to-sky highway. The stretch from town to creekside is a busy one, yet cars are totally blinded by oncoming traffic, making the whole drive quite terrifying. Since moving there I have had both headlights replaced and whilst this is better it still feels very dangerous. If there was less oncoming travel with their full beams on I'm sure the lighting would be fine. But given this is not the case I, and many many others, would really appreciate some more and better street lighting along this crucial stretch of road. Thanks so much.

Also as a complete side note, none of my cards work on the public parking pay stations(!) I tired all my UK and Canadian cards - including both credit and debit! If you have any idea what's going on here??

Thank you for all your hard work, Whistler is the best <3

Kind Regards,
Florence Cussans

[My address is Unit 2-2185 Timber Ridge, Whistler BC V8E 0A8]

CITY OF ROSSLAND

File No. 0110.05 (2020)
OFFICE OF THE MAYOR

December 16, 2020

Premier John Horgan
Box 9041, STN PROV GOVT
Victoria, BC V8W 9E1

Selina Robinson, Minister of Finance
Email: Fin.Minister@gov.bc.ca

Adrian Dix, Minister of Health
P.O. Box 9050, STN PROV GOVT
Victoria, BC V8W 9E1

Katherine Conroy, MLA Kootenay West
Email: katrine.conroy.mla@leg.bc.ca

Re: Letter of Support for The Corporation of The City of Vernon

The City of Rossland Council, at their Regular meeting held on Monday December 14, 2020, passed the following resolution:

"WHEREAS cost is a significant barrier to people accessing contraception, particularly to people with low incomes, youth, and people from marginalized communities; and

WHEREAS providing free prescription contraception has been shown to improve health outcomes for parents and infants by reducing the risks associated with unintended pregnancy, and is likely to reduce direct medical costs on the provincial health system; and

WHEREAS contraceptive methods such as condoms or vasectomies are available at low cost, no cost, or are covered by BC's Medical Services Plan, whereas all contraceptive methods for people with uteruses (such as birth control pills, intrauterine devices, or hormone injections) have high up-front costs, making access to contraception unequal and gendered;

THEREFORE, BE IT RESOLVED

THAT the City of Rossland write to the Provincial Minister of Finance, the Provincial Minister of Health, the Premier of BC, and the local MLA supporting universal no-cost access to all prescription contraception available in BC under the Medical Services Plan; and

THAT this letter be forwarded to all BC municipalities asking to write their support as well

CARRIED."

Thank you for your consideration.

Best Regards,

Kathy Moore,
Mayor

Phone 250 362 7396
Email cityhall@rossland.ca Web rossland.ca
2196 Leroi Avenue, PO Box 1179, Rossland, BC V0G 1Y0, Canada

December 18, 2020

All UBCM Members
via email

Dear Colleagues:

Re: Overdose Crisis and Call for Overdose Action Plan

At the December 15, 2020, Regular Council meeting, Council passed the following resolution:

WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death about every two hours on average and a death toll of over 16,360 since 2016 (January 2016 to March 2020);

AND WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use;

AND WHEREAS the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;

AND WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;

AND WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests "decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use", causing the Federal Health Minister to indicate the government is now "deliberating" over decriminalization;

AND WHEREAS the overdose crisis rages, showing few signs of abating;

THEREFORE BE IT RESOLVED that Council:

a) request that the Government of Canada:

i) declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately
ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use

b) forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis

On behalf of Council, thank you for your consideration in this regard.

Yours truly,

Ken Christian, Mayor
City of Kamloops

/cg

attachment

CITY OF KAMLOOPS

RESOLUTION FROM THE MINUTES OF A REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE CITY OF KAMLOOPS, HELD IN THE VALLEY FIRST LOUNGE, SANDMAN CENTRE, 300 LORNE STREET, KAMLOOPS, BC

RESOLVED:

That Council:

a) request that the Government of Canada:

   i) declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately

   ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use

b) forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis

CARRIED.

I HEREBY CERTIFY that this is a true copy of a resolution from the minutes of a meeting of the Kamloops City Council held on the 15th day of December, 2020.

Dated at Kamloops, BC, this 18th day of December, 2020.

[redacted]

M. Mazzotta
Corporate Officer

To Mayor and Council,

The 2010 Olympics and Paralympics were a huge success for Whistler. Not only did we get on the world stage with all the events but there were also many benefits realized. The was major improvements to the highway, there was 240 resident housing units moved over from the Athletes Village, a world class Nordic centre that is in use a lot of the year, a sliding centre that has helped local athletes take up the sports as never before. The pride that I felt and many other volunteers from around the world felt was tremendous. The bus drivers that the locals helped steer in the right direction the first few days, even the police from across Canada started to relax a little after everyone was so friendly to them. Watching a local father crying with joy at the finish line as his daughter won a gold medal with her blind teammate in alpine skiing, there was some good memories. Could we, should we do it again: I believe that now that we have many of the venues in place it makes sense to at least pursue the option. We could also move the Cypress events to Blackcomb and avoid the no snow problem. The town was really vibrant for that period and we are known around the world as a place to come and visit even if you are not a skier. All in all the positives outweigh the negatives not to mention that we may wind up with other 300 units of employee housing.

Thanks Colin Pitt-Taylor 402-1040 Legacy Way

Lucy Wyn-Griffiths

From: Carla van messel [redacted]
Sent: Tuesday, December 15, 2020 3:23 PM
To: corporate

Dear Mayor and Council,

I am writing to you regarding the re-zoning proposal RZ1157.

I am against this Zoning Amendment for the following reasons:

The current proposal is not good enough for the Whistler Community and is not the superior development that the Whistler Council promised. We can do better than this; the increased density for the beautiful site is too much, the added traffic makes no sense and the environmental impact needs to be more carefully managed. **Re-zoning is a privilege, not a right**. The Council & Mayor should ask for a great deal more to benefit our community.

We need to create a better balance between delivering Employee Housing, allowing the developer a reasonable profit and having an environmentally responsible site. Reducing the density on this site would go a long way to achieving this better balance.

Mayor and Council ensure it is the right type of zoning for this parcel of land and it is in the best interest of all Whistler residents, not just maximize the profits for the developer.

I respectfully request that you vote against the zoning amendment.
Let's take the time to get this right!

Yours sincerely,

Carla van Messel
1981 West 19th Ave
Vancouver, BC V6J 2P2
[redacted]
Homeowner in Whistler for 18 years, seasons pass at Nita Lake Lodge for 3 years, Active resident of Creekside ¼ of the year.

Lucy Wyn-Griffiths

From: Jed Shiff [redacted]
Sent: Tuesday, December 15, 2020 3:33 PM
To: corporate
Subject: re-zoning proposal RZ1157.

Dear Mayor and Council,

I am writing to you regarding the re-zoning proposal RZ1157.

I am against this Zoning Amendment for the following reasons:

The current proposal is not good enough for the Whistler Community and is not the superior development that the Whistler Council promised. We can do better than this; the increased density for the beautiful site is too much, the added traffic makes no sense and the environmental impact needs to be more carefully managed. **Re-zoning is a privilege, not a right**. The Council & Mayor should ask for a great deal more to benefit our community.

We need to create a better balance between delivering Employee Housing, allowing the developer a reasonable profit and having an environmentally responsible site. Reducing the density on this site would go a long way to achieving this better balance.

Mayor and Council ensure it is the right type of zoning for this parcel of land and it is in the best interest of all Whistler residents, not just maximize the profits for the developer.

I respectfully request that you vote against the zoning amendment.
Let's take the time to get this right!

Yours sincerely,

Jedidiah shiff
2200 taylor way

5213 Jordan Lane,
Whistler B.C.
V8E 1J5
22nd December 2020

By EMAIL: corporate@whistler.ca

Attention: **Mayor and Council**
Resort Municipality of Whistler

Subject: **Rezoning Proposal No. RZ001157**
5298 Alta Lake Road

Dear Mayor & Councillors,

We last wrote to council on 17th June 2020 highlighting our reservations and concerns related to the above development.

The municipality website is clear that membership of the municipal council brings with it huge responsibility – you represent the citizens of Whistler, provide community leadership and most importantly stewardship of the public assets of the community and the well-being of the community.

We fear the above development has gathered such pace and momentum, the council may expose itself to questions of how effectively they have discharged their accountabilities to all of the questions raised by those most affected – the neighbourhood and surrounding lake amenities this will impact most. Please each consider the following question – would whistler residents welcome this development as proposed within their neighbourhoods?

Designed right, this development should be welcomed by the neighbourhood, enhancing the overall experience for the broader community good. That is clearly not the case based on feedback you have received.

The genesis of this original rezoning application was focused on providing employee housing which we wholeheartedly support – indeed we understand the developer was active within the municipality, in encouraging more developments supporting employee housing. This application, as submitted, may now be weighted too far

towards reward for the developer at the expense of local environmental impacts on areas such as density and access.

We request, in considering this application for rezoning, that council please address the following areas:

1. Access – there is no way the current road access will cope with a winter nor summer season with this development – traffic through this area is already restricted with the existing volume of traffic in the winter and the huge increase we have seen this summer. We therefore request this development can only go ahead if a new access route is utilised from Alta Lake Road;

2. Density – this development has gone beyond the existing zone density and the incorporation of nightly rentals will have a detrimental impact on the surrounding areas – please consider reducing or eliminating nightly rentals and rebalance back to employee housing (the main reason for the rezoning) and residential;

3. Ensure the benefits accrued in this development are not solely for the developer, in particular addressing the issues already raised around impacts on at risk animals, plant species and ecosystems. The surrounding neighbourhoods, environment and wildlife should benefit too.

The role of council is truly a heavy responsibility and we completely understand you have to balance all of the aspects of this application.

However, we request that 'balance' leans on the side of the long term interests of the community and not the short term interests of the developer in your final considerations on this matter.

We thank you for considering our views on this matter.

Yours Sincerely

Dr Brian Gilvary [redacted]

Mrs Joanne Louise Gilvary [redacted]

Lucy Wyn-Griffiths

From: BC Provincial Commissioner <bc-pc@girlguides.ca>
Sent: Saturday, December 19, 2020 8:20 PM
To: corporate
Subject: Guiding Lights Across BC - Feb 22 2021 - Fitzsimmons Bridge
Attachments: Landmark Lighting Request Form - Girl Guides.pdf

To Whistler Mayor and Council,

On behalf of Girl Guides of Canada's British Columbia Council, I am writing to ask for your support for girl empowerment in BC this February 22 by lighting up Fitzsimmons Bridge and any other local landmarks in the colour blue (and joining many other participating sites across BC including BC Place and Science World which have confirmed their participation!).

Every year on February 22, Girl Guides celebrate World Thinking Day, a day of international friendship. It is an opportunity to speak out on issues that affect girls and young women, celebrate the founding of Girl Guides, and be connected to the 10 million members around the world who are part of the Guiding movement.

Here in British Columbia, we have thousands of girls and women who are members of Girl Guides of Canada. We have Girl Guide programs in nearly every community in BC - including several groups in Whistler - and our girls/volunteers light up their communities year-round through leadership, community service, and efforts to create *a better world, by girls*. Girls typically participate in annual Thinking Day activities held on/around February 22. Due to the impacts of COVID-19, our usual large gatherings, campfire singalongs, community events, special camps, and other activities are impacted, so this year will look different than usual.

For Thinking Day 2021, we will be celebrating in a way that is COVID-friendly, keeps our communities safe, and brings a smile to the faces of girls, families, volunteers, and the public: **Guiding Lights Across British Columbia**. This community initiative will light up outdoor landmarks, bridges, buildings, stadiums, and other illuminated locations, with blue lights, in celebration of the sisterhood of Guiding across BC and beyond, on February 22. Blue is the well-known colour of Girl Guides and girls/women in BC have worn their blue Girl Guide uniforms with pride for many generations.

We will be mobilizing our members to admire these lit-up sites in ways that comply with COVID-19 rules (both from public health authorities and Girl Guides' own member safety protocols) in effect at that time, posting photos on social media, emailing our members with info about how to participate, and more. We are excited for this open-air opportunity that will enable everyone to safely celebrate.

Our Girl Guide members and broader network of supporters would be thrilled to have your landmarks lit up as part of Guiding Lights Across British Columbia, and to highlight your participation as part of this province-wide event. Please contact us at bc-pc@girlguides.ca to confirm your ability to participate in this February 22, 2021 activity.

Thank you for your support for Guiding in BC!

Diamond Isinger
Provincial Commissioner (BC)

Diamond Isinger | Provincial Commissioner | British Columbia
Girl Guides of Canada-Guides du Canada

Landmark Lighting Request Form

Please complete the form and scan/email to corporate@whistler.ca along with your cover letter addressed "To Mayor and Council" with information regarding your campaign or cause.

We will contact you to confirm the status of your request.

Contact Name	Diamond Isinger
Organization	Girl Guides of Canada - BC Council
Business Address	107 - 252 W Esplanade
City/Province/Postal Code	North Vancouver, BC V7M 0E9
Business Phone Number	1-800-565-8111
Business Email	bc-pc@girlguides.ca
Website Address	www.girlguides.ca
Brief description of the event associated with your request - 75 words or less *(Information here will be used for communications and the sign on the bridge. RMOW will edit copy if necessary.)*	Every year on February 22, Girl Guides celebrate World Thinking Day, a day of international friendship. It is an opportunity to speak out on issues that affect girls and young women, celebrate the founding of Girl Guides, and be connected to the 10 million members around the world who are part of the Guiding movement. Through Guiding programs in Whistler and across BC, our girls/volunteers light up their communities year-round through leadership, community service, and efforts to create a better world, by girls. Join us in celebrating girl empowerment for Guiding Lights Across BC - as we light up landmarks across the province!
Optional: Social Media Campaign Title *(include hashtags)*	Guiding Lights Across BC @bcgirlguides on Twitter/Instagram BC Girl Guides on Facebook
Landmark Choice	☒ **Fitzsimmons Covered Bridge**
Date of Event	February 22, 2021
Colour Request	Blue

Signature: [redacted]

Date: December 18, 2020

This application does not guarantee that your event lighting request will be approved or your date is available.