

**VILLAGE OF PEMBERTON  
-REGULAR COUNCIL MEETING MINUTES-**

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, November 17, 2015 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1412.

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**IN ATTENDANCE:** Mayor Mike Richman  
Councillor Jennie Helmer  
Councillor James Linklater  
Councillor-Elect Ted Craddock

**ATTENDING BY PHONE:** Councillor Karen Ross

**STAFF IN ATTENDANCE:** Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Tim Harris, Manager of Operations & Development Services  
Robert Grossman, Fire Chief  
Lisa Pedrini, Planner  
Wendy Olsson, Executive Assistant  
Paige MacWilliam, Legislative Assistant

**Public:** 4

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**1. CALL TO ORDER**

At 9:00 a.m. Mayor Richman called the meeting to order.

**2. SWEARING IN**

**a) Councillor-Elect Ted Craddock**

Corporate Officer, Sheena Fraser, administered the Oath of Office to Councillor-Elect Ted Craddock.

**3. APPROVAL OF AGENDA**

Moved/Seconded

**THAT** the Agenda be approved as presented.

**CARRIED**

**4. RISE WITH REPORT FROM IN CAMERA (CLOSED)**

**a) Red Cross Emergency Social Services Agreement**

At the Regular Council meeting No. 1397, held on May 19, 2015, Council directed staff to establish a partnership agreement the Canadian Red Cross to enhance

Emergency Social Services for the Pemberton area. Staff proceeded to negotiate an agreement and at the In Camera meeting held, July 21, 2105, the Mayor and CAO were authorized by Council to execute the Agreement for Disaster Relief Service between the Village and the Canadian Red Cross. I am pleased to advise that this Agreement has now been signed and the Red Cross will be holding a volunteer recruitment disaster management info session on Thursday, November 26th at the Pemberton Community Centre.

## **5. ADOPTION OF MINUTES**

### **a) Regular Council Meeting No. 1411 –Tuesday, November 3, 2015**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1411, held Tuesday, November 3, 2015 be amended and brought back for adoption at the next regular Council meeting to be held December 1, 2015.

**CARRIED**

## **6. BUSINESS ARISING**

There was no business arising.

## **7. COMMITTEE MINUTES – FOR INFORMATION**

No minutes to be received.

## **8. DELEGATIONS**

### **a) Sea to Sky Transit Future Plan - BC Transit, Johann van Schaik, Senior Regional Transit Manager, and Matthew Boyd, Regional Planning Work Lead**

Mr. Boyd and Mr. van Schaik provided an overview of the draft Sea to Sky Transit Future Plan, including the identification of local and regional priorities. The overall goal of the Sea to Sky Transit Future Plan is to reduce the single occupancy vehicle mode share and once the Plan is approved BC Transit will be able to move forward on some of the identified priorities. Discussion took place BC Transit's environmental initiatives, review of existing local services, opportunities for incorporating rail transportation and potential partnerships with private transit operators.

## 9. REPORTS

### a) Office of the CAO

#### i. Sea to Sky Transit Future Plan

Moved/Seconded

**THAT** Council receive the Sea to Sky Transit Future Plan;

**AND THAT** Council support the Vision, Goals, Targets and Transit Future Network for the Local and Regional Transit service as presented in the Plan;

**AND THAT** Council direct staff to work with BC Transit on the next steps described in the Sea to Sky Transit Future Plan to analyse the regional and local transit improvements.

**CARRIED**

Moved/Seconded

**THAT** the transit working group explore alternative funding opportunities for transit and review relevant impacts to the local share and existing funding model.

**CARRIED**

#### ii. Bullying, Harassment and Discrimination Policy

Moved/Seconded

**THAT** the Bullying, Harassment and Discrimination Policy be adopted by Council.

**CARRIED**

#### iii. Banking Resolution and Municipal Finance Authority Resolution – Authorized Signatories

Moved/Seconded

**THAT** Mr. Ted Craddock be named as an elected official signing authority on the Village of Pemberton TD Bank account (s);

**AND THAT** Mr. Ted Craddock be named as an elected official signing authority on the Village of Pemberton Scotiabank account (s);

**AND THAT** Mr. Ted Craddock be named as a signing authority on all authorizations from Municipal Finance Authority by the Village of Pemberton.

**CARRIED**

**b) Corporate & Legislative Services**

**i. By-Election for the Office of Councillor Results**

Moved/Seconded

**THAT** the report from the Chief Election Officer providing the results of the 2015 By-Election be received.

**CARRIED**

Moved/Seconded

**THAT** any unexpended funds allocated from the 2015 Community Initiative & Opportunity Fund to facilitate the 2015 By-Election be transferred back to the Community Initiative & Opportunity Fund budget.

**CARRIED**

**ii. 2016 Committee Appointments**

**Squamish-Lillooet Regional District Board:**

Moved/Seconded

**THAT** Mayor Mike Richman be appointed as the Village of Pemberton representative to the SLRD Board;

**AND THAT** Councillor Karen Ross be appointed as the Village of Pemberton alternate to the SLRD Board.

**CARRIED**

**Pemberton Valley Utilities and Services Committee:**

Moved/Seconded

**THAT** Councillor James Linklater and Councillor Karen Ross be appointed as the Village of Pemberton representative to the Pemberton Valley Utilities & Services Committee.

**CARRIED**

**Pemberton & District Library Board:**

Moved/Seconded

**THAT** Councillor Linklater be appointed to the Pemberton & District Library Board and Councillor Ross be appointed as the alternate.

**CARRIED**

**Municipal Insurance Association Board:**

Moved/Seconded

**THAT** Councillor Craddock and Councillor Ross be appointed as the Village of Pemberton representative to the Municipal Insurance Association of BC.

**CARRIED**

**Acting Mayor Schedule**

Moved/Seconded

**THAT** Council establish the Acting Mayor Rotation for the following months:

Councillor Helmer - December, January, February

Councillor Linklater - March, April, May

Councillor Ross - June, July, August

Councillor Craddock - September, October, November

**CARRIED**

**Finance Committee:**

Moved/Seconded

**THAT** Council direct that the Standing Committee on Finance be dissolved.

**CARRIED**

**2016 Committee List:**

Moved/Seconded

**THAT** the 2016 Committee list and Acting Mayor Schedule be approved as amended to remove the Standing Committee on Finance at this Regular Meeting of Council No. 1412, held Tuesday, November 17, 2015.

**CARRIED**

At 10:27 a.m. the meeting was recessed.

At 10:35 a.m. the meeting was reconvened.

iii. **Alternative Approval Process – Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015**

Moved/Seconded

**THAT** Council proceed with an Alternative Approval Process to borrow funds to purchase a new Triple Combination Pumper Truck for the Village of Pemberton Fire Department;

**AND THAT** Council establish Tuesday, December 29, at 4:00 p.m. as the deadline for receipt of elector response forms from electors not wanting Council to proceed with the adoption of Bylaw No 795, 2015;

**AND THAT** Council establish the Elector Response Form as shown on Appendix B;

**AND THAT** Council determine the total number of electors as 1900 for which the alternative approval process applies as shown on Appendix F.

**CARRIED**

**OPPOSED: Councillor Helmer**

**c) Development Services**

**i. SLRD Draft Solid Waste and Resource Management Plan**

Moved/Seconded

**THAT** the SLRDDraft Solid Waste and Resource Management Plan report be received for information;

**AND THAT** the Village inform the SLRD that it supports the Vision and Strategies contained in the Stage 2 Report (SLRD Draft Solid Waste and Resource Management Plan) in principle.

**CARRIED**

Moved/Seconded

**THAT** any decision on an initiative contained in the Plan that identifies the Village of Pemberton with the responsibility for implementing, including budget, public consultation, operations and management, be referred to the Village of Pemberton for approval.

**CARRIED**

**d) Mayor**

Mayor Richman reported on the following events:

- Met with Men's Shed seniors for lunch on Nov. 4
- Discussed festivals with Signal Hill Elementary School class on Nov. 4
- Hosted "Coffee with the Mayor" at Grimm's Deli on Nov. 5, extended appreciation to Grimm's Deli for supplying the coffee
- Reminded drivers to use caution in the winter conditions
- Announced plan to meet with Ministry of Transportation and Infrastructure representatives to discuss local transportation priorities: Pemberton Creek Bridge, Portage Road and bike lanes

- Celebrated the high level of participation in the ongoing One Mile Lake consultation survey
- Announced that “Buy Local Week” will be Nov. 30 – Dec. 6
- Welcomed newly appointed Councillor Craddock

#### e) Councillors

##### **Councillor Craddock**

Councillor Craddock announced that he is pleased to be back on Council, intends to listen to the community majority and looks forward to continuing respectful dialogue.

##### **Councillor Linklater**

Councillor Linklater welcomed Councillor Craddock back to the Council table and reported on the following:

- Attended the Pemberton & District Library Board Meeting on Nov. 17
  - Book boxes are on display at the Community Centre
  - Announced that the AGM will be on January 26, 2016
  - Reminded that the Wine & Cheese Fundraiser will be on Dec. 4
- Attended the Remembrance Day Ceremony and thanked the Legion for their hospitality
- Reminded residents to clean ditches/boulevards prior to prevent flooding

##### **Councillor Helmer**

Councillor Helmer attended the Pemberton Valley Trails Association Meeting and reported on the recent trail building activities.

##### **Councillor Ross**

Councillor Ross welcomed newly appointed Councillor Craddock.

### **10. BYLAWS**

#### **a) Second Reading**

- i. **Village of Pemberton Official Community Plan ('580' Hillside Lands) Amendment Bylaw No. 789, 2015**

Moved/Seconded

**THAT** Official Community Bylaw No. 654, 2011, Amendment ('580' Hillside Lands) Bylaw No. 789, 2015 receive Second Reading.

**CARRIED**

**OPPOSED: Councillor Helmer**

Moved/Seconded

**THAT** staff be directed to prepare a report for the next Council Meeting on the "580" Hillside Lands that includes an explanation on the difference between fee simple and strata lot subdivisions, as well as a summary of referral agency comments received for this application.

**CARRIED**

Moved/Seconded

**THAT** staff advise referral agencies of deadline for receiving comments and that any referral agencies' comments submitted after noon on Wednesday, November 25, 2015 will be presented to Council on December 1, 2015, so that they can be received prior to the Public Hearing.

**AND THAT** a Public Hearing for Official Community Bylaw No. 654, 2011, Amendment ('580' Hillside Lands) Bylaw No. 789, 2015 be scheduled for 7PM Tuesday, December 8th, 2015, at Council Chambers.

**CARRIED**

**OPPOSED: Councillor Helmer**

At 12:00 p.m. Council resolved to proceed beyond three hours after being called to order as required by Procedure Bylaw No. 788, 2015, Section 6 (b)(iii).

ii. **Village of Pemberton Zoning ('580' Hillside Lands) Amendment Bylaw No. 790, 2015**

Moved/Seconded

**THAT** Village of Pemberton Zoning Bylaw No. 466, 2011, Amendment ('580' Hillside Lands) Bylaw No. 790, 2015 be given Second Reading.

**CARRIED**

**OPPOSED: Councillor Helmer**

Moved/Seconded

**THAT** staff advise referral agencies of deadline for receiving comments and that any referral agencies' comments submitted after noon on Wednesday, November 25, 2015 will be presented to Council on December 1, 2015, so that they can be received prior to the Public Hearing.

**AND THAT** a Public Hearing for Village of Pemberton Zoning Bylaw No. 466, 2011, Amendment ('580' Hillside Lands) Bylaw No. 790, 2015 be scheduled for 7PM Tuesday, December 8th, 2015, at Council Chambers.

**CARRIED**

**OPPOSED: Councillor Helmer**



## 11. CORRESPONDENCE

### a) For Information

- i. **St. David's Church, dated October 28, 2015, regarding appreciation for Tax Exemption**

Moved/Seconded

**THAT** the correspondence from St. David's Church, dated October 28, 2015, be received for information.

**CARRIED**

### b) For Action

- i. **Ms. Janet Simpson, dated October 29, 2015, regarding Noise Bylaw amendment request**

Staff advised that Ms. Simpson resubmitted the correspondence dated October 29 with seven additional signatures. This subsequent letter was not included in the agenda package in accordance with the *Freedom of Information and Protection and Privacy Act* as the additional signatures could not be published without the permission of the signatories and assurance of their full understanding that their information will be made public.

Moved/Seconded

**THAT** the correspondence from Ms. Simpson, dated October 29, 2015, be received and staff be directed to respond to Ms. Janet Simpson advising the situation regarding late night noise complaints will be monitored.

**CARRIED**

## 12. DECISION ON LATE BUSINESS

There was no late business to be considered.

## 13. LATE BUSINESS

There was no late business.

## 14. NOTICE OF MOTION

Councillor Craddock presented a notice of motion:

**THAT** Council direct administration to have Bylaw Enforcement attend to the residences in the Village of Pemberton operating as AirBnB to explain and educate that they are operating in contravention of our Zoning bylaws and must cease operating immediately.

The motion will be considered at regular meeting of Council to be held on December 1, 2015.

## 15. QUESTION PERIOD

There were no questions for consideration.

## 16. IN CAMERA

Moved/Seconded

**THAT** pursuant to Section 90 (1) (a) personnel and (k) negotiations, of the *Community Charter*, the Council of the Village of Pemberton serve notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 12:24 p.m. the meeting was recessed.

At 12:30 p.m. the meeting was reconvened and Council moved In Camera.

At 1:24 p.m. Council rose from In Camera and the Regular Meeting was recessed and Council moved to Committee of the Whole.

At 3:08 p.m. the Regular Meeting was reconvened and Council moved In Camera.

At 3:54 p.m. Council Rose without report.

## 17. AJOURNMENT

Moved/Seconded

**THAT** the November 17, 2015 Regular meeting be adjourned at 3:55 p.m.

**CARRIED**



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Mike Richman  
Mayor



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Sheena Fraser  
Corporate Officer