

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, December 1, 2015 at 7:00 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1413.

IN ATTENDANCE: Mayor Mike Richman
Councillor Ted Craddock
Councillor Jennie Helmer
Councillor James Linklater
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
Lisa Pedrini, Planner
Wendy Olsson, Executive Assistant
Paige MacWilliam, Legislative Assistant

Public: 13

1. CALL TO ORDER

At 7:04 p.m. Mayor Richman called the meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the Agenda be amended to address Corporate & Legislative Services Reports (8 b.) respecting grant applications before Office of the CAO Reports (8 a.).

CARRIED

3. RISE WITH REPORT FROM IN CAMERA (CLOSED)

a) Eagle Ridge Drive – Rockfall Mitigation & Closure

At the In Camera meeting No. 1413, held on earlier today, Council directed staff to proceed with issuing a Request for Quotation from qualified contractors to undertake rockfall mitigation measures on Eagle Ridge Drive and further resolved to keep Eagle Ridge Drive closed from its intersection at Dogwood Street North to Pemberton Meadows Road.

4. 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 adopted as circulated.

CARRIED

b) Regular Council Meeting No. 1412 – Tuesday, November 17, 2015

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1412 held Tuesday, November 17, 2015, be adopted as circulated.

CARRIED

5. BUSINESS ARISING

There was no business arising.

6. COMMITTEE MINUTES – FOR INFORMATION

No minutes to be received.

7. DELEGATIONS

No delegations to be received.

8. REPORTS

a) Corporate & Legislative Services

i. Community Initiative and Opportunity Fund – 2015 Applications

Moved/Seconded

THAT the Village enter into a 3-year Long Term Service Agreement through the Community Initiative & Opportunity Fund with Tourism Pemberton, in the amount of \$4000 annually for the years 2016, 2017 and 2018, to support the hiring of a marketing manager.

CARRIED

Moved/Seconded

THAT the Village enter into a Long Term Service Agreement through the Community Initiative & Opportunity Fund with the Pemberton Arts & Culture Council, in the amount of \$4000 annually for 2016, 2017 and 2018, to support the hiring of a marketing and communications coordinator.

CARRIED

At 7:10 p.m. Councillor Linklater declared a conflict of interest pursuant to Section 100 (2) (b) as he is a member of the Spirit of BC Community Committee and left Council Chambers.

Moved/Seconded

THAT the Village enter into a Long Term Service Agreement through the Community Initiative & Opportunity Fund with the Spirit of BC Community Committee, in the amount of \$4500 annually for 2016, 2017 and 2018, to support the activities of WinterFest including the hiring of an event coordinator, insurance, marketing collateral and other miscellaneous purchase each year.

CARRIED

At 7:12 p.m. Councillor Linklater returned to Council Chambers.

ii. Community Enhancement Fund – Young Life

Moved/Seconded

THAT Council approves an allocation from the Community Enhancement Fund, in the amount of \$2500, to Young Life to support the expansion of youth programming.

CARRIED

iii. Community Enhancement Fund – Sea to Sky Community Services

Moved/Seconded

THAT Council approves an allocation from the Community Enhancement Fund, in the amount of \$1500, to Sea to Sky Community Services to support the Christmas Hamper Program.

CARRIED

b) Office of the CAO

i. Approving Officer Appointment

Moved/Seconded

THAT the appointment of Nikki Gilmore, CAO, as approving officer for the Village of Pemberton be rescinded.

CARRIED

Moved/Seconded

THAT Tim Harris, Manager of Operations & Development Services, be appointed Approving Officer for the Village of Pemberton pursuant to Section 77 (1) of the Land Title Act effective December 1, 2015.

CARRIED

ii. FireSmart Grant Authorization

Moved/Seconded

THAT the 2016 Strategic Wildfire Prevention Initiative, 2016 FireSmart Grant application and the activities proposed therein will be supported;

AND THAT Council direct staff to provide overall grant management for the 2016 Strategic Wildfire Prevention Initiative FireSmart Grant.

CARRIED

c) Operations & Development Services

- i. Official Community Bylaw No. 654, 2011, Amendment ('580' Hillside Lands) Bylaw No. 789, 2015 and Zoning Bylaw No. 466, 2001, Amendment ('580' Hillside Lands) Bylaw No. 790, 2015 – Additional Information**

Moved/Seconded

THAT the Report entitled 'Official Community Bylaw No. 654, 2011, Amendment ('580' Hillside Lands) Bylaw No. 789, 2015 and Zoning Bylaw No. 466, 2001, Amendment ('580' Hillside Lands) Bylaw No. 790, 2015 – Additional Information', and dated December 1, 2015 be received for information.

CARRIED

d) Mayor

Mayor Richman reported on the following:

- Met with Ministry of Transportation and Infrastructure representatives to discuss local transportation priorities: Pemberton Creek Bridge, Portage Road, crosswalks and bike lanes
 - Flashing lights to be installed at crosswalk by community centre
- Follow up correspondence received from Minister Fassbender and Premier Clark regarding UBCM Meetings and opportunities for funding for the Friendship Trail Bridge
- Attended Chamber of Commerce lunch on Social Media
- Met with Chamber of Commerce President, Garth Phare
- Reminded that the Wine & Cheese Fundraiser will be on Dec. 4
- Reminded that St. David's Christmas Bizarre will be on Dec. 6
- Reminded that the Pemberton Valley Lodge will be holding the annual Ginger Bread Project fundraiser Dec. 10 – 20

Mayor Richman provided the following highlights of the SLRD Board Meeting, held on Nov. 25:

- Received delegations from BC Transit and Sea to Sky Soils
- Reviewed and commented on the Soil Deposit and Removal Control Regulatory Service Establishment Bylaw
- Reviewed and commented on the Electoral Area C Nuisance and Disturbance Control Regulatory Service Establishment Bylaw
- Developing a policy on Shared and Community Docks and Wharfs
- Pemberton Canoe Association funding request approved for \$3,449 from the Pemberton and District Recreation Commission

e) Councillors

Councillor Linklater

Councillor Linklater reported on the following:

- Attended the Library Board meeting on Nov. 17
 - Reminded that the Wine & Cheese Fundraiser will be on Dec. 4
- Attended Pemberton Valley Dyking District Meeting on Nov. 19
- Thanked the Village of Pemberton Fun Committee for organizing the Christmas Party on Nov. 27
- Volunteered at the Movember fundraiser at the Legion on Nov. 27

Councillor Craddock

Councillor Craddock did not have anything to report at this time.

Councillor Helmer

Councillor Helmer did not have anything to report at this time.

Councillor Ross

Councillor Ross did not have anything to report at this time.

9. BYLAWS

No bylaw for consideration.

10. CORRESPONDENCE

a) For Information

No correspondence for consideration.

b) For Action

- i. **Mr. Marc Cousineau, dated November 6, 2015, regarding request to review utilities invoice**

Moved/Seconded

THAT the correspondence be referred to staff for review and follow up with Mr. Cousineau.

CARRIED

11. DECISION ON LATE BUSINESS

Moved/Seconded

THAT Council approve consideration of the following items of business, as recommended at the Committee of the Whole Meeting No. 1142 held earlier today:

- 2016 Council Meeting Schedule
- Councillor Computer Allowance

CARRIED

12. LATE BUSINESS

- a) **2016 Council Meeting Schedule**

Moved/Seconded

THAT Council adopt the 2016 meeting schedule as presented and attached to this report.

CARRIED

- b) **Councillor Computer Allowance**

Moved/Seconded

THAT staff be directed to prepare amendments to the Cellular Telephone Policy and the Councillor Computer Purchase Policy to allow for the inclusion of cellphones in the Council Computer Allowance.

CARRIED

13. NOTICE OF MOTION

- a) **Councillor Craddock – Notice of Motion - Zoning Contravention (Short term vacation rentals)**

Moved/Seconded

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

CARRIED

14. QUESTION PERIOD

Maureen Douglas, 1472 Olive Street

Ms. Douglas spoke about the impacts of short term vacation rentals on the community and for homeowners and educating the public.

Adam Adams, 1414 Willow

Mr. Adams requested information on why a water meter program hasn't yet been implemented and if you have a meter can you arrange for it to be read.

15. AJOURNMENT

Moved/Seconded

THAT the December 1, 2015 Regular meeting be adjourned at 8:30 p.m.

CARRIED



Mike Richman
Mayor



Sheena Fraser
Corporate Officer