

**VILLAGE OF PEMBERTON  
-COMMITTEE OF THE WHOLE MEETING AGENDA-**

**Agenda** for the **Committee of the Whole** of Council of the Village of Pemberton to be held **Tuesday, June 6, 2017 at 1:00 p.m.** at Council Chambers, 7400 Prospect Street. This is meeting No. 163.

*“This meeting is being recorded on audio tape for minute-taking purposes as authorized by the Village of Pemberton Audio Recording of Meetings Policy dated September 14, 2010.”*

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<b>Item of Business</b>	<b>Page No.</b>
<b>1. CALL TO ORDER</b>	
<b>2. APPROVAL OF AGENDA</b>	<b>1</b>
<b>Recommendation: THAT</b> the agenda be approved as presented.	
<b>3. APPROVAL OF MINUTES</b>	<b>2</b>
<b>a) Committee of the Whole No. 162 – Tuesday, May 16, 2017</b>	
<b>Recommendation: THAT the</b> minutes of Committee of the Whole Meeting No. 162, held Tuesday, May 16, 2017 be adopted as circulated.	
<b>4. BENCHLANDS NEIGHBOURHOOD CONCEPT PLAN – Review</b>	
<a href="#"><u>Link to the Concept Plan</u></a>	
<b>NOTE:</b> Staff will be making a presentation on the Plan at the meeting.	
<b>5. UBCM MINISTER MEETINGS – Requests and Meeting Topics – Discussion</b>	
<b>6. TOURISM – Discussion</b>	
<b>7. ADJOURNMENT</b>	

**VILLAGE OF PEMBERTON  
COMMITTEE OF THE WHOLE  
MEETING MINUTES**

**Minutes** for the **Committee of the Whole** of Council of the Village of Pemberton held Tuesday, May 16, 2017 at 1:00 p.m., at Council Chambers, 7400 Prospect Street. This is meeting No. 162.

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**ATTENDING:** Mayor Mike Richman  
Councillor James Linklater  
Councillor Ted Craddock  
Councillor Jennie Helmer

**ABSENT:** Councillor Karen Ross

**STAFF:** Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Jill Brooksbank, Senior Communications and Grants Coordinator  
Shelley Termuende, Legislative Assistant

**PUBLIC:** 0

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**1. CALL TO ORDER**

At 1:00 p.m. Mayor Richman called the May 16, 2017 Committee of the Whole Meeting to order.

**2. APPROVAL OF AGENDA**

Moved/Seconded  
**THAT** The agenda be approved as presented.  
**CARRIED**

**3. APPROVAL OF THE MINUTES**

**a) Committee of the Whole No. 161 – Tuesday, May 2, 2017**

Moved/Seconded  
**THAT** The minutes of Committee of the Whole Meeting No. 161, held Tuesday, May 2, 2017 be adopted as circulated.  
**CARRIED**

**4. DRAFT FILMING BYLAW AND POLICY – Review and Discussion**

Sheena Fraser, Manager of Corporate and Legislative Services, introduced a draft Filming Bylaw and Policy for consideration and provided an overview of current permitting process, noting that the Village's Filming Policy is outdated. Ms. Fraser reviewed the highlights of the proposed bylaw and updated Policy.

Moved/Seconded

**THAT** Staff bring forward to the June 6, 2017 Regular Council Meeting, the Filming Bylaw for First, Second and Third Readings;

**AND THAT** Staff bring forward to the June 20, 2017 Regular Council meeting, the Filming Policy for consideration following the adoption of the Filming Bylaw.

**CARRIED**

## **5. ACKNOWLEDGMENT OF LIL'WAT TERRITORY**

Jill Brooksbank, Sr. Communications and Grant Coordinator, provided background on the discussions and work the Village has had with respect to an acknowledgement statement.

Moved/Seconded

**THAT** The Committee of the Whole recommend to Council that a formal acknowledgement of Lil'wat Territory be included on the Village of Pemberton meeting agendas and minutes;

**AND THAT** the acknowledgement also be translated into Ucwalmícwts.

**CARRIED**

Staff will work with Lil'wat Nation staff to develop an acknowledgement statement which will be introduced on June 6, 2017.

## **6. 2017 STRATEGIC PRIORITIES REVIEW**

The Committee of the Whole reviewed the 2017 Strategic Plan and identified the following as areas for further consideration:

- Researching and pursuing Green Town designation
- Adding Green values and statements within development permits
- Establishing a Site Alteration Bylaw to help protect sensitive areas within Village boundaries
- Researching and instituting a Green Strategic Vision
- Researching a plastic bag elimination strategy
- Researching a natural asset management program

### **a) Second Entrance to Village**

Discussion also took place with respect to the potential for a second entrance to the Village that could serve to assist emergency response as well as traffic management along Portage Road and into downtown.

Moved/Seconded

**THAT** the Committee of the Whole recommend to Council that staff identify options for an alternate entrance to the Village of Pemberton.

**CARRIED**

## **b) 2017 Work Plans**

Moved/Seconded

**THAT** the Committee of the Whole recommend to Council that staff add to the 2017 work plan the following:

- Investigate how the Village might become a green community through designations or other programs
- Review the OCP with an aim to improve or enhance language related to the environment and incorporate green principles into village planning documents
- Establish a Site Alteration Bylaw and Policy
- Research a plastic bag elimination strategy

**CARRIED**

## **c) 2017 Strategic Plan Update**

Moved/Seconded

**THAT** the updated Strategic Plan be brought to the June 6, 2017 Regular Council Meeting for receipt.

**CARRIED**

## **d) 2018 Budget Deliberations**

Moved/Seconded

**THAT** the Committee of the Whole recommend to Council that application to the Municipal Natural Assets Initiative (MNAI) be included in the 2018 budget deliberations.

**CARRIED**

## **e) Affordable Housing**

Moved/Seconded

**THAT** staff prepare a listing of properties within the Village of Pemberton that could accommodate affordable housing opportunities and report back to a future Committee of the Whole meeting.

**CARRIED**

## **7. ADJOURNMENT**

The Committee of the Whole Meeting was adjourned at 2:00 p.m.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer