

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, October 17, 2017, at 9:00 a.m. at the **Council Chambers, 7400 Prospect Street**. This is Meeting No. 1458.

“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.”

<u>Item of Business</u>	Page No.
1. CALL TO ORDER	
In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
2. APPROVAL OF AGENDA	1
Recommendation: THAT the Agenda be approved as presented.	
3. ADOPTION OF MINUTES	4
a) Regular Council Meeting No. 1457 – Tuesday, October 3, 2017	
Recommendation: THAT the minutes of Regular Council Meeting No. 1457, held Tuesday, October 3, 2017, be adopted as circulated.	
4. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
5. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
There is no business arising from Committee of the Whole.	
6. COMMITTEE MINUTES - FOR INFORMATION	
There are no Committee Minutes for presentation.	
7. DELEGATIONS	
There are no Delegation presentations.	
8. REPORTS	
a) Office of the CAO	
i. Pemberton Valley Utilities and Services – Curb Side Collection Report – Verbal Report	12
Recommendation: THAT Council provide direction.	
ii. Soccer Field Development – Verbal Update	

b) Corporate and Legislative Services

i. 2018 Council Meeting Schedule 16

Recommendation: THAT Council provide direction on the 2018 meeting schedule with respect to the dates and times of the meetings.

ii. 2018 Committee & Liaison Appointments 22

Recommendation: THAT Council provide direction with respect to the 2018 Committee Appointment Listing and make appointments by resolution as required by the SLRD and MIABC.

AND THAT Council provide direction with respect to the 2018 Acting Mayor Schedule.

c) Mayor's Report

d) Councillor Reports

9. BYLAWS

There are no Bylaws for consideration.

10. CORRESPONDENCE

a) For Information

i. Laurie Gourlay, Interim Director, Salish Sea Trust, dated September 29, 2017, inviting Mayor and Council to sign e-Petition 1269 to have the Salish Sea added to Canada's tentative list for UNESCO World Heritage Sites. 30

Recommendation: THAT the above correspondence be received for information.

ii. Cathy Peters, anti-human trafficking educator, advocate & speaker, dated October 2, 2017, advising of child trafficking concerns in BC and a documentary created by the Joy Smith Foundation on human trafficking in Canada. 35

Recommendation: THAT the above correspondence be received for information.

iii. Katrine Conroy, Minister of Children and Family Development, dated October 4, 2017, regarding Foster Family Month 36

Recommendation: THAT the above correspondence be received for information.

11. DECISION ON LATE BUSINESS

12. LATE BUSINESS

13. NOTICE OF MOTION

14. QUESTION PERIOD

37

15. IN CAMERA

THAT pursuant to Section 90 (1) (c) labour relations or other employee relations, (e) the acquisition, disposition or expropriation of land and (k) Negotiations of the Community Charter, the Council of the Village of Pemberton serves 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.

16. RISE WITH REPORT

17. ADJOURNMENT

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, October 3, 2017 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1457.

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
Lena Martin, Manager of Finance & Administrative Services
Jill Brooksbank, Senior Communications & Grants Coordinator
Elysia Harvey, Legislative Assistant

Public: 3

1. CALL TO ORDER

At 5:32 p.m. Mayor Richman called the meeting to order.

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as presented.

CARRIED

3. RISE WITH REPORT FROM IN CAMERA (CLOSED)

Council did not rise with report.

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1456 – Tuesday, September 12, 2017

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1456, held Tuesday, September 12, 2017, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

a) Affordable Housing

Moved/Seconded

THAT Staff be directed to investigate funding opportunities for a modular housing complex/project as announced by the Premier at UBCM.

CARRIED

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

There was no business arising from the previous regular council meeting.

7. COMMITTEE MINUTES – FOR INFORMATION

There were no minutes to be received.

8. DELEGATIONS

a) Lisa Trotter, BC Transit – 2016/2017 Annual Performance Summary Update

Lisa Trotter, Senior Regional Transit Manager, provided information about BC Transit's operations in partnership with local government, the annual Partner Communications Calendar, and an update on the new Pemberton Valley Transit Local Service which has been transitioned to Pacific Western Transit (PWT). Ms. Trotter also provided an update on BC Transit's Annual Performance Summary, 2016/2017 Corporate Initiatives, and 2016/2017 Village of Pemberton Initiatives.

Council sought information regarding the possibility of PWT providing additional commuter buses, expansion of the service (ie: to D'Arcy/Meadows) as well whether there would be an opportunity for BC Transit to park a commuter bus in Pemberton to avoid the first morning bus making its trip into Pemberton empty. Ms. Trotter advised that the feedback received can be considered.

9. REPORTS

a) Office of the CAO

i. Strategic Wildfire Prevention Initiative's Fuel Management Prescription Program - UBCM Grant Application

Moved/Seconded

THAT the submission of a funding application to the Strategic Wildfire Prevention Initiative's Fuel Management Prescription Program, in the amount of \$17,670.00, is supported.

CARRIED

Moved/Seconded

THAT funds, in the amount of \$5,900.00, be allocated from the 2018 budget to cover the Village's required contribution towards the development of a fuel management prescription for PEMB-4 priority treatment area.

CARRIED

ii. Communications Policy – Update

Moved/Seconded

THAT the updated Communications Policy be referred back to Staff and brought back for further review at a future meeting.

CARRIED

b) Finance and Administration Department

i. Councillor Equipment Purchase Policy - Amendment

Moved/Seconded

THAT the Councillor Computer Purchase Policy, approved June 2, 2009, and amended January 19, 2016, be repealed.

CARRIED

Moved/Seconded

THAT the Councillor Equipment Purchase Policy, dated October 3, 2017, be adopted as presented.

CARRIED

c) Operations and Development Services

i. Tiyata Development Street Name Request

Moved/Seconded

THAT the following street names be approved for the Tiyata Development:

Road A: Tiyata Boulevard

Road B: Phare Crescent

CARRIED

d) Mayor's Report

- Mayor Richman opened his report by noting that the community was saddened to learn of the passing of two young community members, Jordan Ashton Savard and Riva Fisher. Mayor Richman extended condolences and sympathies to both families on behalf of the Village.

Mayor Richman reported on the following meetings:

- SLRD Board meeting where the following issues were discussed:
 - 2018 Property Tax Exemption for Pemberton Wildlife Association Gun Range;
 - Area C funded \$45,000 to the Birken Fire Protection Society for a firetruck;
 - Zoning Bylaw for medical marijuana dispensaries went forward with first reading;
 - SLRD to send a letter to Greyhound opposing the proposed reduction in service to Pemberton;
 - Funds have been set aside by Electoral Area C for the upcoming soccer field RFEOI & RFP;
 - Introduction of zoning Bylaw protecting farmland up the valley;
- Public Hearing - SLRD Area C OCP/Zoning Bylaw
- Union of British Columbia Municipalities Conference, noting the event was positive and productive. The main themes of discussion were the opioid crisis, wildfires, and affordable housing. There was an opportunity to take part in many dynamic discussions and meet with both government and industry representatives, including the following:

Mayor's Caucus focussed on discussions related to development of legislation respecting Council Code of Conduct.

Meetings with the following Ministers:

- Ministry of Mental Health & Addiction and Ministry of Children & Family Development to discuss funding to continue the work of the Child and Youth Mental Health and Substance Use Collaborative (CYMHSUC).

Follow Up: Staff will send a copy of the information provided to the Village by the Pemberton Local of the CYMHSUC.

Ministry of Transportation and Infrastructure:

- Pemberton Creek Bridge upgrade.

Follow Up: Staff will arrange a meeting with MOTI staff respecting an update on the Pemberton Creek Bridge upgrades and timelines for this initiative.

- The infrastructure safety issues in Pemberton and their impact on local events such as Ironman, opportunity for rail service and cycling infrastructure.

Follow Up: Staff will follow up with the Ministry requesting information related to cycling infrastructure.

Ministry of Forests, Lands, Natural Resource Operations and Rural Development & Ministry of Tourism, Arts & Culture:

- Impacts of additional tourism and concerns related to wildfires and impacts to environment.

- Need for more funding and resources to manage the impacts.

SLRD Minister Meetings

Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

- Illegal dumping issues along Sea to Sky corridor.

Ministry of Municipal Affairs:

- Regional Growth Strategy (RGS) update.

Attended the following meetings/workshops:

- Workshop respecting Cannabis policies and how they should be governed at the Federal, Provincial, and Municipal level;
- BC Transit regarding Transit funding model;
- CN Rail regarding crossing options over the Lillooet River;
- Shaw regarding Internet connectivity issues in Pemberton;

Follow Up: A meeting has been arranged with Pamela Goldsmith-Jones, MP, to investigate opportunities for Federal funding.

- Green Communities Workshop on Flood mitigation.

Mayor Richman reported on the following community events:

- Pemberton Repair Café – October 21st 10am to 2pm at the Pemberton Tool Library. Come learn how to repair items such a clothes, broken appliances and more. This event is Free! The Repair Café is also looking for repair volunteers visit www.slrd.bc.ca for details.
- Thanks to the Pemberton Valley Trails Association (PVRTA), pedestrians and cyclists now have a lit passageway on the Arn Canal Covered Bridge. The system is solar-powered, and installed with LED lighting.
- Join me for Coffee at the Pemberton Farmer's Market THIS FRIDAY between 4pm and 6pm. Bring your questions/ideas and comments! I'd love to hear what's on the community's mind.
- World Mental Health Day is observed on October 10th every year, with the overall objective of raising awareness of mental health issues around the world and mobilizing efforts in support of mental health. The Day provides an opportunity for all stakeholders working on mental health issues to talk about their work, and what more needs to be done to make mental health care a reality for people worldwide. Tell us what strategies you implement in your day-to-day activities to take care of your mental health. We'd love for you to share your tips and ideas on our Facebook page with the hashtag #HealthyPemberton
- Updates on the Friendship Trail Bridge and Outdoor Soccer Field Projects are available at www.pemberton.ca
- Construction of the new emergency access road between the East Taxiway and Airport Road will begin on Monday, October 2nd. This will include grubbing and

initial site preparation. The gravel delivery for the new road will begin on Tuesday, October 10th. The Village wishes to acknowledge the Province of BC for their \$194,755 contribution towards airport safety improvements from the BC Air Access Program.

- The Sisters in Spirit Vigil for Missing and Murdered Aboriginal Women and Girls will take place on Oct. 4 starting at 11 a.m. at the Welcome Totem Pole in Whistler Village Common. For more information visit facebook.com/whistlerssistersinspirit/.

e) Councillors' Reports

i. Councillor Ted Craddock

Councillor Craddock reported on the following:

- Attended the Pemberton Valley Dyking District (PVDD) meeting
- Attended the Building Bridges Workshop and provided positive feedback on the valuable learning experience the workshop delivered.

ii. Councillor Karen Ross

Councillor Ross reported on the following:

- Attended workshop at UBCM on affordable housing and short-term rentals and noted that other municipalities appear to be taking the same approach as the Village.
- Attended Municipal Insurance Association of BC Annual General Meeting at UBCM.

iii. Councillor James Linklater

Councillor Linklater reported on the following:

- Attended Building Bridges Workshop;
- Attended Tourism Pemberton Board meeting;
- Attended and provided positive feedback on the recent Barn Dance;
- Attended UBCM and reported on the endorsements made at the Conference;–
- Attended the Winterfest Planning Meeting;
- Will be attending the VCH North Shore Local Governance Liaison meeting; report will be forthcoming.

iv. Councillor Jennie Helmer

Councillor Helmer reported on the following:

Councillor Helmer did not report.

11. BYLAWS

a) Bylaws for Adoption

There were no Bylaws for consideration

12. CORRESPONDENCE

a) For Action

- i. **Brad Scott, BC District Manager, Greyhound Canada, dated September 13, 2017, providing Public Notice of an application to the B.C. Passenger Transportation Board to reduce route frequencies and eliminate route points on the Vancouver – Pemberton / Mt. Currie bus route.**

Moved/Seconded

THAT correspondence be sent advising the B.C. Passenger Transportation Board that the Village strongly opposes Greyhound's application for the reduction of route frequencies and elimination of route points on the Vancouver – Pemberton / Mt. Currie bus route.

CARRIED

- ii. **Richard Walton, Mayor, District of North Vancouver, and Chair of BCMCLC, dated September 6, 2017, inviting Mayor and Council to attend the BC Municipal Climate Leadership Institute leadership event November 1-3, 2017.**

Moved/Seconded

THAT correspondence be sent advising that Mayor and Council are unable to attend due to scheduling conflicts.

CARRIED

- iii. **Fran Cuthbert, Village of Pemberton resident, dated September 19, 2017, expressing concerns about the hours of events taking place at the Community Barn and related noise disturbance to nearby residences.**

Moved/Seconded

THAT Staff prepare a response addressing concerns.

CARRIED

a) For Information

- i. **Leo Facio, Mayor, Harrison Hot Springs, dated September 19, 2017, endorsing City of Abbotsford's resolutions to UBCM on the issues of the Opioid Crisis in the Province of British Columbia.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

- ii. **Linda Lupini, Executive Vice President, Provincial Health Services Authority and BC Emergency Health Services, dated September 21, 2017, advising that Pemberton has been selected for the Community Paramedicine Initiative and a Community Paramedic has been hired.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

14. DECISION ON LATE BUSINESS

There was no late business for consideration.

15. LATE BUSINESS

16. NOTICE OF MOTION

There was no Notice of Motion presented for consideration.

17. QUESTION PERIOD

No questions were presented.

18. ADJOURNMENT

At 7:35 p.m. the Regular Council Meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer



Request for Decision

Pemberton and Area Curbside Waste Collection

Date of Meetings: October 12 and 25, 2017

Recommendations:

THAT the Squamish-Lillooet Regional District (SLRD) and the Village of Pemberton determine the format of the public consultation process for curbside garbage, recycling, and organics collection in the Village of Pemberton and portions of Electoral Area C, and establish a public consultation process timeline that enables the SLRD, and the Village of Pemberton at their determination, to begin work as soon as possible; and

THAT the Village of Pemberton be advised of the above resolution.

Key Information:

The SLRD's Solid Waste and Resource Management Plan (SWRMP) includes an initiative for the implementation of curbside service in the Village of Pemberton and residences surrounding the Village in Electoral Area C. The Board adopted the SWRMP in March 2016 and the Village of Pemberton indicated its support for curbside service, as well as the other initiatives proposed for the area, in April 2016. Curbside service will eliminate the barriers associated with transporting household waste during operating hours of the transfer station by providing a convenient means of disposal. Numerous studies have also shown curbside collection to increase diversion rates for recyclables and organics, which contributes to the SLRD's waste reduction targets.

The timeline in the SWRMP, shown in Table 1, called for the implementation of curbside service by the end of 2016. To date, no public consultation has been conducted, other than a few questions in the SWRMP public consultation survey that showed 61% of residents are in favour of curbside garbage, recycling, and organics. Village of Pemberton staff have indicated a preference to conduct their own public consultation process with village residents. Alternatively, the SLRD could coordinate the public consultation process for the entire Pemberton area. Given the immediate need for the curbside initiative to move forward, staff recommend that the SLRD and the Village of Pemberton determine the format of the public consultation process and establish a public consultation process timeline that enables both organizations to begin work as soon as possible.



Request for Decision

Pemberton and Area Curbside Waste Collection

	Timeline	Estimated Staffing Requirements (hrs/yr)	Estimated Operating Cost
Community Consultation	2015	80	\$2,500
Implementation	2016	150	\$10,000
On-going Collection Service	2017	40	TBD

Table 1: Curbside service in Pemberton and surrounding area from Table 10-1 in the SWRMP.

Staff recommend that the service be structured to match the curbside collection system offered in Squamish, Britannia Beach, and Furry Creek. A contractor would be responsible for providing and maintaining totes, collection vehicles, and waste hauling. The projected cost per household to operate a curbside collection service is presented in Table 2. An estimate of 1,100 households was used to calculate the cost per household; however, the exact number of residents on the service will need to be determined through the public consultation and RFP process. The actual cost to provide the service will not be known until a request for proposals is issued.

	Annual Cost per Household
Garbage + Recycling	\$360-420
Garbage + Recycling + Organics	\$480-588
	Total Annual Cost
Curbside Service Cost (estimate 1,100 households)	\$396,000-646,800
2017 CC1900 Tax Requisition	\$186,470

Table 2: Cost Estimates for curbside waste service in Pemberton and parts of Electoral Area C.

As a point of comparison, a subscription service is offered by a private waste hauler for garbage only collection in Pemberton and Area C at a cost of \$350.40 per household per year. By pooling the number of households in the Village of Pemberton and surrounding parts of Electoral Area C into a single contract for curbside service, savings can be achieved over the current price paid by residents who subscribe to garbage only pickup, while achieving a greater level of service. The service area boundaries for curbside will need to be determined through the public consultation and RFP process. The exact boundaries will ultimately be a function of the transport distances involved, number of households, and the desire of residents to fund the service. Development of the funding model for curbside collection and the development of the new transfer station site (see below) is part of the reason for the delay in starting public consultation. Funding estimates will be further refined during the creation of public consultation material to provide residents with more accurate estimates.



Request for Decision

Pemberton and Area Curbside Waste Collection

If the SLRD decides to expand the scope of services under which this service currently operates (i.e. from operation of a transfer station to the operation of a curbside collection program), the following legislative steps would be required:

- Pursue an amendment of Pemberton Refuse Disposal Local Service Conversion and Establishment By-law No. 568, 1994 (the “Bylaw”) to clarify that the scope is expanding to include the operation of a curbside collection program;
- Obtain the consent of the Village of Pemberton Director and the Area C Director to the amendment of the Bylaw;
- Obtain Inspector approval of the amendment of the Bylaw.

A waste transfer station will still be required following the implementation of a curbside collection service in order to collect construction waste, scrap metal, and recyclables not included in curbside pickup, such as household hazardous waste. However, the operation of a curbside garbage, recycling, and organics collection service is expected to substantially impact the usage of the transfer station through a reduction in the amount of household garbage, recycling, and food scraps passing through the gates of the Pemberton Transfer Station. This will affect the number and type of bins/compactors needed on site as well as the servicing requirements of the facility.

In June 2017 the SLRD applied for grant funding through the Strategic Priorities Fund (Gas Tax Grant) to construct a new transfer station at the undeveloped lot in the Industrial Park acquired by the SLRD in 2016. Should the SLRD be unsuccessful in receiving grant funding, then borrowing will be required, subject to electorate approval, in order to construct a new facility. The 2017 tax requisition is shown in Table 2; however, this amount will need to be increased in order to fund the construction of the new site via borrowing should the grant application be unsuccessful. The SLRD will need to move forward with engineering and construction following the outcome of the grant application in order to have the site operational by mid-2019, when the current operations and maintenance agreement expires.

The SLRD and Village of Pemberton need to move forward with the public consultation process as soon as possible for curbside service in order to have an accurate understanding of the expected usage and volumes of waste disposed at the Pemberton Transfer Station. As the design and construction of the new transfer station moves



Request for Decision

Pemberton and Area Curbside Waste Collection

forward, decisions will need to be made regarding the layout and acquisition of capital infrastructure, which are dependent on the expected usage of the facility.

The public consultation process should be initiated as soon as possible to assess the interest of residents to establish a curbside service.

Options:

- (1) Direct staff to initiate work on the public consultation process for curbside service in the Village of Pemberton and portions of Electoral Area C, and work with the Village of Pemberton, upon their determination, to establish a public consultation process and start this process, as soon as possible.
- (2) Defer the public consultation process and the curbside initiative for the Village of Pemberton and portions of Electoral Area C to a later date.
- (3) Other, as determined by the Board.

Preferred Option: Option 1 is the preferred option as it enables the SLRD to move forward with the potential curbside solid waste collection initiative in the Village of Pemberton and portions of Electoral Area C, as included in the Solid Waste and Resource Management Plan. Additionally, it permits the SLRD to proceed with planning for the new Pemberton Transfer Station.

Regional Considerations:

Curbside solid waste collection in the Village of Pemberton and portions of Electoral Area C would significantly improve the quality of solid waste services provided to residents. The Pemberton Transfer Station provides solid waste services to the Village of Pemberton and portions of Electoral Area C.

Submitted by: Marc Sole, Utilities and Environmental Services Coordinator

Reviewed by: Lynda Flynn, Chief Administrative Officer

Approved by: Lynda Flynn, Chief Administrative Officer

Date: October 17, 2017
To: Nikki Gilmore, Chief Administrative Officer
From: Sheena Fraser, Manager of Corporate & Legislative Services
Subject: 2018 Council Meeting Schedule

PURPOSE

The purpose of this report is to provide Council background on the requirements to establish the Council Meeting schedule each year and seek Council's direction on the 2018 preferred meeting schedule.

BACKGROUND

In accordance with Section 127 (1) (b) of the *Community Charter* and Section 6 (b) of the *Village of Pemberton Procedure Bylaw No. 788, 2015*, the Village of Pemberton must make available prior to January 1st the Council meeting schedule for the upcoming year and "give notice of the availability of the schedule in accordance with Section 94 (public notice) at least once a year."

Section 94 of the *Community Charter* sets out the requirements for giving public notice and specifies that notice must be published in a newspaper that is distributed weekly and that at least two (2) notices must be published.

The Village of Pemberton Procedure Bylaw No. 788, 2015 Section 6 (b) (i) states that Regular Council meetings must "be held on Tuesday's of each month the dates and times shall be established by Council resolution before December 15th of each year for the subsequent year". Section 6 (b) (iii) establishes that "there shall not be a meeting during the month of August unless Council resolves otherwise".

As such, the Council meeting schedule for 2018 must be determined by resolution and notice must be issued in time to meet the January 1st deadline as established by the *Community Charter*.

DISCUSSION & COMMENTS

The Village has in the past, as per the previous Council Procedure Bylaw, established that Council meetings must be held on the first and third Tuesday of the month at 7:00PM and 9:00AM respectively with the exception being the month of August in which no meetings were scheduled to accommodate a summer break. If the meeting schedule established resulted in a conflict with other meetings/events such as the Union of British Columbia Municipalities Meeting Convention (UBCM), Lower Mainland Local Government Association Conference (LMLGA) and/or another obligation that required Council's attendance, the meeting dates or times for that

month would be adjusted at the time the schedule was approved or by resolution at a later date during the year.

The new Council Procedure Bylaw, which was adopted in 2015, still requires that the Regular meeting be held on Tuesdays but amends the requirement to hold meetings on the first and third Tuesday and does not set a time at which the meetings must start. This was done intentionally to allow Council the flexibility to consider each year which Tuesdays of the month the Regular meeting should take place, evaluate the meeting times, or consider holding only one meeting a month as determined by Council.

In considering the flexibility provided to Council as a result of the changes in the Procedure Bylaw, the 2017 Council meeting schedule was adjusted to be more responsive to other Council obligations such as UBCM/LMLGA. It also took into account other activities that result in a busy time for both Council and Staff from an operational perspective and the timing of statutory holidays (office closures) or vacation periods (Christmas and March Break). In some cases, Council determined that during those busy times it would be appropriate to hold one meeting a month.

As such, the 2017 Council Meeting was established as follows:

Meetings	Month	Time
One Meeting a Month	January, April, July, September, and December	5:30PM
Two Meetings a month	February, March, May, June, October, November	5:30PM and 9:00AM
No Meetings	August	Summer Break

Meeting Times:

In 2017 it was established that the first meeting of the month be held at 5:30PM and the second meeting of the month be held at 9:00AM. In considering the Council meeting schedule for 2018, staff has prepared a calendar based on continuing with the same format used for 2017, with consideration given to statutory holidays, (office closures), vacation periods (Christmas and March Break), and Council obligations (UBCM/LMLGA).

2018 Meeting Calendar: Appendix A

This calendar schedules 19 Regular Council Meetings, which take into account Easter Weekend (March 30 – April 2), LMLGA (May 9 – 11), UBCM (September 10 - 14), and Christmas Holidays (December 24 – January 2). This meeting schedule has also been adjusted to avoid a Regular Council Meeting falling immediately after a long weekend.

Of note is the July 31st and September 4th meeting dates, which have been adjusted to reduce the number of weeks of hiatus between July and September meetings as well as to accommodate Council and Staff obligations the week of the UBCM Convention (September 10 – 14). In this regard, Council may wish to consider holding only one meeting in September

In 2018 the Local Government General Election will be held on Saturday, October 20th with new Council to be sworn in at the first meeting in November. As such, the Regular Meeting, scheduled for November 6th, 2018, will be set aside for the Swearing In ceremony and Council appointments. At this time, staff is proposing that the following two Tuesdays (November 13 & 20) be dedicated to new Council training. This will provide an opportunity for new Council members to be informed of the status of Village initiatives and prepare for the first full meeting of new Council. Therefore, it is recommended that the next scheduled Regular Council Meeting in the month of November be held on Tuesday, November 27th.

Lastly, in consideration of the Christmas break, only one Regular meeting is scheduled for Tuesday, December 11th. This is in keeping with current practice.

As per the Procedure Bylaw, if a matter of urgency must be addressed Council does have the ability to call a Special Council meeting at any time and may do so by providing 24 hours' notice or if a meeting is called last minute by resolution waiving the notice requirement.

Committee of the Whole and In Camera Meetings:

There is no requirement to establish the meeting schedule for the Committee of the Whole and In Camera meetings.

The current practice has been to hold the Committee of the Whole and In Camera meetings either the afternoon prior to the first Regular meeting of the month (5:30PM), or after the second Regular meeting of the month (9:00AM), with Committee of the Whole usually being held in the afternoon (1:00PM). If Council is agreeable this practice would continue in 2018.

COMMUNICATIONS

As per Section 94 of the *Community Charter*, once the schedule has been approved by resolution of Council, Notice to the Public will be issued in the local newspapers in December and before January 1, 2018.

Notice will also be provided on the Website, in the ENEWS and via posting on the Village's Facebook Page and Blog and posted on the Village Notice Boards located at the Post Office and at the Village Office.

LEGAL CONSIDERATIONS

Establishing the 2018 meeting schedule and undertaking required notification meets with the legislation as established in the *Community Charter* and the Village of Pemberton Council Procedure Bylaw No. 788, 2015. There is no requirement for legal review.

IMPACT ON BUDGET & STAFFING

The preparation of this report was done in-house and is included as part of the regular work plan for Corporate & Legislative Services.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required as the holding of Council meetings is part of the regular business of the Village.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Depending on which Tuesday each month that Council determines the meeting will be held, there could be some impact on other jurisdictions if their Council/Board or Committee meetings are held the same day.

In this regard, as noted above, the Library Board holds their Board meetings the third Tuesday of each month at 7PM. At this time, some Village Council meetings are also held the third Tuesday of the month but at 9:00AM thereby enabling the Village representative to attend.

ALTERNATIVE OPTIONS

There are no alternative options presented at this time.

POTENTIAL GOVERNANCE CONSIDERATIONS

This initiative supports the Village's Strategic Plan, particularly the Village's commitment to Theme Three: Excellence in Service:

The Village is committed to delivering the highest quality level municipal services within the scope of our resources.

RECOMMENDATIONS

THAT Council provide direction on the 2018 meeting schedule with respect to the dates and times of the meetings.

Attachments:

Appendix A – 2018 Proposed Council Meeting Schedule

Submitted by:	Sheena Fraser, Manager of Corporate & Legislative Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Proposed 2018 Council Meeting Schedule January – December

(Approved by Council: Meeting No., _____ - Tuesday, _____, 2017)

Council Meetings are held in Council Chambers located at 7400 Prospect Street (Village Office) unless otherwise posted.

COUNCIL January 16, 2018 5:30 p.m.	COUNCIL February 6, 2018 5:30 p.m.	COUNCIL March 6, 2018 5:30 p.m.	COUNCIL April 10, 2018 5:30 p.m.
	COUNCIL February 20, 2018 9:00 a.m.	COUNCIL March 20, 2018 9:00 a.m.	COUNCIL April 24, 2018 9:00 a.m.
COUNCIL May 8, 2018 5:30 p.m.	COUNCIL June 12, 2018 5:30 p.m.	COUNCIL July 10, 2018 5:30 p.m.	August 2018 Summer Break
COUNCIL May 29, 2018 9:00 a.m.	COUNCIL June 26, 2018 9:00 a.m.	COUNCIL July 31, 2018 9:00 a.m.	
COUNCIL September 4, 2018 5:30 p.m.	COUNCIL October 2, 2018 5:30 p.m.	COUNCIL November 6, 2018 5:30 p.m.	COUNCIL December 11, 2018 5:30 p.m.
	COUNCIL October 16, 2018 9:00 a.m.	COUNCIL November 27, 2018 9:00 a.m.	

Please note: Committee of the Whole and In Camera meetings will be scheduled as required.

2018

January							February							March							April						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31	29	30					
May							June							July							August						
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6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
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27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	
September							October							November							December						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
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2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	
30																					30	31					

Village of Pemberton

March Break identified in yellow, LMLGA & UBCM identified in green, Election Day identified in purple, Statutory Holidays identified in red.

Date: October 17, 2017
To: Nikki Gilmore, Chief Administrative Officer
From: Sheena Fraser, Manager of Corporate & Legislative Services
Subject: 2018 Committee & Liaison Appointments

PURPOSE

The purpose of this report is to present to Council the list of committee and Board appointments and to confirm appointments of Village Council representative(s) for 2018.

BACKGROUND

Each year, in the fall, Council reviews the Committee and Liaison Appointment list and makes revisions if necessary, as several organizations in which the Village participates require that the appointment be made by resolution of Council for the following year. Council is also required to establish and confirm the schedule for Acting Mayor in the event of the Mayor's absence.

Attached as Appendix A is the 2017 Council Committee listing.

DISCUSSION & COMMENTS

Appointment of Acting Mayor:

Pursuant to Section 130 (1) of the *Community Charter* and Section 11 of the Council Procedure Bylaw No. 788, 2015 Council must by December “*designate Councillors to serve on a rotating basis as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of Mayor is vacant*”.

Traditionally the Village has established a three-month rotation starting each December. However, with the adjustment of the election schedule in 2018 the three-month rotation will begin in November each year as follows:

- November, December, January
- February, March, April
- May, June, July
- August September, October

This appointment schedule has usually been established based on alphabetical order except in the case whereby a member of Council knows in advance that they would be unable to fulfill the role of Acting Mayor during the time period assigned. When reviewing the appointment to Acting Mayor schedule, Council members may wish to consider vacation and work schedules that may impact their ability to fulfill Acting Mayor responsibilities during a specific period of the year.

The schedule for 2017 was established as follows:

December, January, February	Councillor Helmer
March, April, May	Councillor Linklater
June, July, August	Councillor Ross
September, October, November	Councillor Craddock

Appointment to Committees:

Pursuant to Section 52 (b) the Mayor is an ex-officio member of all Village of Pemberton Committees and is entitled to vote on any matter before a Committee. Although any Council member is entitled and welcome to attend a committee meeting section 52 (a) of the Council Procedure Bylaw No 788, 2015 notes that a Councillor is not entitled to vote on a question if they are not a member of that specific committee. The Village does not have either Standing or Select Committees, but rather utilizes the Committee of the Whole for these purposes.

Committee Established by Bylaw:

Emergency Planning & Operations Committee:

The *Village of Pemberton Emergency Measures Bylaw No. 539, 2004* establishes that the Village must have an Emergency Planning & Operations Committee. The role of the Committee is to facilitate emergency preparedness, response and recovery measures for the Village of Pemberton. Membership on the Committee as established in the bylaw includes one member of Council, the CAO, Emergency Program Coordinator, Departments heads or their designate and other members that Council may determine. The meeting schedule is determined by the Committee. Councillor Helmer is the current appointment and an Alternate has not been assigned.

Working Committees:

A Working Committee is a staff facilitated committee that may be established by the CAO or another organization to which a member of Councillor or Staff or both may represent the Village or Council acting as a liaison between the Committee and Council. At this time, the Village has no Working Committee's that require participation by Council.

Community Committee

A Community Committee may be a committee that is established by another organization or has been established by a group to bring together groups or individuals to work on a specific issue or undertake a project of some form. This is not a Committee of Council but rather a Committee on which the Village has been invited to participate. In this regard, the Village participates on the following Community Committees:

Pemberton Music Festival Community Fund (PMFCF) Committee:

The Pemberton Music Festival Community Fund Committee was established in February of 2015. The role of the Committee is to review grant funding applications and determine the allocation of the funds each year. This is not a Village Committee; however, the Village does provide administrative support to the PMFCF Committee.

With the demise of the Pemberton Music Festival, the Pemberton Music Festival Community Fund will not continue and staff are recommending that the Committee be disbanded in its current form. Staff will be bringing forward a report to a future Council meeting on the disbursement of the funds remaining in the fund, which have been reserved for agricultural purposes.

Child & Youth Mental Health & Substance Use Collaborative (CYMHSU) Committee:

The CYMHSU is a new community committee that was established in 2016 and to which Council received an invitation to participate. The focus of the Collaborative is to improve and potentially save the lives of young children and youth struggling with mental health and substance abuse issues within the Pemberton Valley community. The Collaboration is made up of representation from the local schools, physicians, youth workers, Vancouver Coastal Health, RCMP, Lil'wat Nation, community agencies and local government. Councillor Linklater is the current Village representative at the Collaborative table and Mayor Richman the Alternate.

Cemetery Board:

The Pemberton Cemetery is funded through the Squamish-Lillooet Regional District (SLRD) Pemberton Valley Utilities and Services (PVUS) Committee budget and oversight for the Cemetery is provided by a Board made up of representatives from the Legion, a local resident, SLRD Electoral Area C and the Village. In 2016, the Village was requested to appoint a new member to the Board as the previous Village representative had moved and other members of the Board were retiring. The Village representative could be either a community member or a member of Council. In this regard, Councillor Helmer is the current Village appointment to the Cemetery Board with Councillor Ross as the Alternate.

Joint Committees (Intergovernmental):

The Village of Pemberton has also in the past participated on the Winds of Change Committee which is a Joint Committee with funding from Lil'wat Nation, SLRD Electoral Area C and the Village of Pemberton. Membership on the Committee is made up of not only elected officials but also members of community groups and other agencies (ie: RCMP) and organizations (VCH). In 2014, the Winds of Change Committee completed an evaluation of the 2009 – 2014 five-year strategic plan which was presented to the funding partners in early 2015.

Administration of the Committee is currently the responsibility of Lil'wat Nation but the Village has provided administrative support in the past as this function typically alternates. The funding for Winds of Change is managed by the Village. The Village has appointed a member of Council and an Alternate with the CAO and the Executive Assistant providing staff support as required.

The Winds of Change Committee met on Thursday, August 3, 2017 with the Local Government Elected representatives, the CAO of the Village, the COO of the Lil'wat Nation, and the Communication Coordinators of the Village and the SLRD. The purpose of this meeting was to provide a brief history and overview to the group as many of the individuals are new to the Committee as well as to determine the future of the Committee. The Members acknowledged the important work the Committee has undertaken to date; however, it was determined that the focus should be shifted to relationship building, education and advocacy at both the political,

staff and community levels. One suggestion was to transition the Winds of Change Committee into one of the recommendations of the Nukw7ántwaí gathering to develop an Intergovernmental Relations Committee that would build on the discussions and recommendations of the Gathering held in March 2017. Terms of Reference are currently being developed and will be brought forward to the respective Councils and Board for approval/support at a later date.

The Committee was also supportive of keeping the annual contribution of \$5,000/year from all jurisdictions (Village, Lil'wat and SLRD) to facilitate the continuation of the Wellness Almanac and the Winds of Change Bursary. The Bursary Committee, which is a subcommittee of the Winds of Change Committee, is still active and each spring reviews student applications and awards a Bursary to one graduating student at Pemberton Secondary School (PSS) and one at Xit'olacw Community School.

Currently, Councillor Linklater is the Village representative with Mayor Richman the Alternate. It is recommended that Council appoint a member and alternate in anticipation that the Committee is reinvigorated in a new form.

Squamish Lillooet District Appointments:

Squamish Lillooet Regional District Board:

The Village of Pemberton is represented on the Squamish Lillooet Regional District Board and committees affiliated with the work of the SLRD. The SLRD Board meets on the fourth Wednesday of the month. At this time, Mayor Richman is appointed to the SLRD Board with Councillor Ross the Alternate.

The Village is required to confirm appointments by resolution each year.

Pemberton Valley Utilities and Services Committee (PVUS):

The PVUS Committee is a committee of the Squamish-Lillooet Regional District Board, convened to discuss shared services between SLRD Electoral Area C and the Village of Pemberton. Committee recommendations are forwarded to the Board for endorsement. PVUS Committee meetings are held based on a schedule established by the Committee. In 2017, Councillor Linklater and Councillor Ross represented the Village on the Committee.

The Village is required to confirm appointments by resolution each year.

Sea to Sky Regional Hospital District:

Sea to Sky Regional Hospital District exists to borrow funds and finance construction projects or equipment purchases at facilities located within the hospital district boundary. Regional hospital districts are governed under the provincial *Hospital District Act*. The Sea to Sky Regional Hospital District Board is composed of the Electoral Area C and D Directors, along with the Municipal Directors from the Village of Pemberton, the Resort Municipality of Whistler, and the District of Squamish. Currently, Mayor Richman is the Village appointment with Councillor Ross the Alternate.

The Village is required to confirm appointments by resolution each year.

Pemberton Lillooet Treaty Advisory Committee (PLTAC):

The Village must appoint two representatives to the Pemberton Lillooet Treaty Advisory Committee (PLTAC), which is a committee listed on the SLRD's exterior committee list. The mandate of the PLTAC is to ensure that local government interests are represented in the treaties being negotiated in the Pemberton-Lillooet Regional District under the BC Treaty Commission (BCTC) process¹.

The PLTAC has not met in several years but in anticipation that there may be work for the Committee to do in the future it is recommended that Council make an appointment. The meeting schedule is based on the need to call a meeting and is coordinated by the SLRD. At this time Mayor Richman is the Village appointee with Councillor Linklater the Alternate.

The Village is required to confirm appointments by resolution each year.

Pemberton & District Library Board:

The Village of Pemberton is represented at the Library Board by a member of Council. The Library Board meets on the 3rd Tuesday of each month at 7pm in the Library with the exception of July and August. Trustees are required to attend a minimum of six (6) meetings a year and each meeting lasts on average 1 – 1.5 hours. The Village is represented by Councillor Linklater with Councillor Ross the Alternate.

The Village is required to confirm appointments by resolution each year.

Association Membership:

Municipal Insurance Association of BC:

The Village is a member of the Municipal Insurance Association of BC (MIABC). As such, the Village must appoint two members of Council (one voting and one non-voting member) to represent the Village at the MIABC Annual General Meeting, which is held each year during the Union of British Columbia Municipalities (UBCM) meeting in September. In 2017, Councillor Craddock and Councillor Ross were the Village representatives to MIABC.

The Village is required to confirm appointments by resolution each year.

Liaison to other entities (committees/boards):

In 2009, as a means of developing and supporting cooperation between jurisdictions and organizations, Council determined it would be productive to have a member of Council attend open meetings of other committees or organizations to act as a liaison between Village Council and that group/organization.

In the past, Council members have fulfilled this by attending meetings of the Pemberton Valley Dyking District (PVDD), Pemberton Valley Trails Association (PVTA) (if no one on Council was already a member of the organization) and the SHE/PSS Parent Advisory Committees. Liaison with other groups/committees and organizations has also been dependent on interest on the

¹ Pemberton-Lillooet Treaty Advisory Committee – Interests in Treaty Making – Draft3, December, 2006

part of members of Council or based on whether or not there is significant community activity facilitated by a group.

In 2017 Council established liaison representation to the following:

- Pemberton Valley Dyking District (Councillor Craddock)
- Pemberton Valley Trails Association (Councillor Helmer)
- SLRD Recreation Advisory Committee (Councillor Ross) – A sub Committee of PVUS and is currently on hiatus.
- SLRD Agricultural Advisory Committee (Councillor Helmer)
- Tourism Pemberton (Councillor Linklater)

COMMUNICATIONS

Once appointment listing has been confirmed by resolution of Council, notice will be provided to each organization or group advising who the Village representative will be and providing contact information as appropriate.

The Committee appointment list will be posted on the Village website and Committee appointments will be added to each Council member's biography.

LEGAL CONSIDERATIONS

Establishing Committees and appointing representatives to Committees meets with legislation outlined in the *Community Charter* as noted above and the *Village of Pemberton Council Procedure Bylaw*.

IMPACT ON BUDGET & STAFFING

This report was done in-house and is incorporated as part of the regular routine of the Corporate & Legislative Services Department.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts to facilitate the committee appointments.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The appointment of members of Council to Committees, joint Committees or Boards of other jurisdictions is not uncommon and supports intergovernmental relations.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

POTENTIAL GOVERNANCE CONSIDERATIONS

This initiative supports the Village's Strategic Plan, particularly the Village's commitment to Theme Two: Good Government to "being an open and accountable government".

RECOMMENDATIONS

THAT Council provide direction with respect to the 2018 Committee Appointment Listing and make appointments by resolution as required by the SLRD and MIABC.

AND THAT Council provide direction with respect to the 2018 Acting Mayor Schedule.

Attachments:

Appendix A: 2017 Council Committee List

Submitted by:	Sheena Fraser, Manager of Corporate & Legislative Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

2017 VILLAGE OF PEMBERTON COMMITTEES

(Approved by Council –Meeting No. 1438, Tuesday, October 18, 2016)

Committee of the Whole

Chair – Mayor or Acting Mayor
Council & CAO

Finance	Airport
Public Works/Parks	Fire
Governance	Recreation
Policy	

	<u>Chair/Council Rep</u>	<u>Other member/Alternate</u>	<u>Staff/Others</u>
Emergency Planning & Operations Committee	Jennie Helmer		CAO Emergency Prog. Co. Fire Chief Mgr. Fin & Admin Mgr, Ops & DS

STANDING COMMITTEE - NONE

WORKING COMMITTEE - NONE

COMMUNITY COMMITTEE

Child & Youth Mental Health & Substance Use Collaborative (CYMHSU)	James Linklater	Mike Richman (Alt)	
Cemetery Committee	Jennie Helmer	Karen Ross (Alt)	

Mgr. Corp & Leg
Leg Assistant

JOINT COMMITTEES (Intergovernmental)

Winds of Change (WoC)	James Linklater	Mike Richman (Alt)	CAO
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BOARD APPOINTMENTS

Squamish Lillooet Regional District (SLRD)	Mike Richman	Karen Ross (Alt)	
Pemberton Valley Utilities & Services Committee (PVUS)	James Linklater	Karen Ross	CAO Mgr, Fin. & Admin
Pemberton Lillooet Treaty Advisory (PLTAC)	Mike Richman	James Linklater	
Pemberton District Library Board	James Linklater	Karen Ross (Alt)	
Municipal Insurance Association of BC (MIABC)	Ted Craddock	Karen Ross	
Sea to Sky Regional Hospital District	Mike Richman	Karen Ross ((Alt)	

LIAISON to other Committees/Boards

Pemberton Valley Dyking District	Ted Craddock
Agricultural Advisory Committee (SLRD)	Jennie Helmer
Recreation Advisory Committee (SLRD) – On Hiatus	Karen Ross
Pemberton Valley Trails Association	Jennie Helmer
Tourism Pemberton	James Linklater

ACTING MAYOR

December, January, February	Jennie Helmer
March, April, May	James Linklater
June, July, August	Karen Ross
September, October, November	Ted Craddock

Mayor is ex officio member of all committees. Chair is in **Bold** if one has been established.
All Councilors are welcome to attend any committee meetings.

From: Salish Sea Trust [<mailto:SalishSeaTrust@shaw.ca>]

Sent: Friday, September 29, 2017 4:29 PM

To: Salish Sea Trust

Subject: Dear Mayor & Council - Please consider BC, our Salish Sea Heritage, & House of Commons E-Petition 1269

Dear Mayor & Council,

You'll no doubt have gathered a lot of ideas from the UBCM meetings of this past week. We would like to add one more however - offering the balanced economic and environmental opportunity of our World Heritage Site application for the Salish Sea, and all the benefits which would follow.

Yesterday we invited BC MLAs, and Canada's MPs, to sign onto the federal E-Petition that would have the Salish Sea added onto Canada's Tentative List for UNESCO World Heritage Sites. The on-line House of Commons Petition is sponsored by BC MP Rachel Blaney, and follows from an application the Salish Sea Trust submitted to Parks Canada in May.

With this letter we would like to invite your consideration in personally signing e-Petition 1269 for the Salish Sea. And, if you deem it appropriate and within your capacity as an elected representative, we would welcome you making this Petition known to those in your communities. We have just two months remaining to convince the federal government of the importance in protecting the Salish Sea's heritage and outstanding universal values. In December the PM or Environment Minister will announce those WHS applications which will be approved to the Tentative List.

By way of providing a quick update and background please note that some 15,000 individuals expressed support for the Salish Sea World Heritage Site application previously - including MPs, MLAs, local governments and First Nations. Our website provides an overview as well as a copy of the application. And you may find our short intro to the World Heritage Site initiative of interest as well ...“Salish Sea - A Legacy Moment”: <https://vimeo.com/212160230>

The Salish Sea WHS E-Petition serves to remind our federal representatives of the importance of the Salish Sea, and the considerable economic and environmental benefits that come from being recognized as a World Heritage Site - with cultural and natural protections the foundation of the proposal. The Lakes District in Britain, for example, sees overall tourism returns amounting to £2.2B, sustaining some 18,000 jobs. Their recent WHS cultural landscape designation is expected to add a minimum of £20M annually.

Cooperation and partnership, reconciliation and healing, sustainability and stewardship are similar priorities of the UNESCO World Heritage Site program – a program which requires all partners to agree, and a 6-10 year assessment and outreach process before approval may be given. The Salish Sea WHS application fits very specific targets of UNESCO's WHS program – including climate change, enabling indigenous communities, and ocean/marine health and revitalization. It is also of particular interest that the west coast of North America is under-represented in terms of WHS sites; and the potential for inter-jurisdictional and co-governance

arrangements with WA/OR/CA coincides with present goals of consolidating coastal ecosystem-based management. Such management practices were embraced last year in the Great Bear Rainforest mid-coast agreement, and in the north coast Marine Plan Partnership. To our detriment the Salish Sea does not have a management plan in place at this time.

We can provide additional information with respect to the rationale, benefits and process particular to World Heritage Sites, and the Salish Sea in particular, on request. With this note however we simply wanted to invite you to show your support for the Salish Sea and its world - class heritage, by way of signing E-Petition 1269:

<https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-1269> FYI, we have provided a copy of this Petition below, along with our press release announcement.

Please feel free to contact us directly if you have questions.

best wishes,

Laurie Gourlay
Interim Director
Salish Sea Trust

"The sea lives in every one of us." - Wyland

Salish Sea Trust, Box 333, Cedar, B.C., V9X 1W1
250.722.3444, [<salishseatrust@shaw.ca>](mailto:salishseatrust@shaw.ca) (www.salishseatrust.ca)

Please Sign, & Circulate ...Press Release Posted Below.

42ND PARLIAMENT

E - 1269 (PROTECTION OF THE ENVIRONMENT)
... SALISH SEA, WORLD HERITAGE

Petition to the House of Commons in Parliament assembled

Whereas:

- *The Salish Sea is an ecologically, economically, and culturally rich area which provides critical marine habitat, biodiversity and essential ecosystems that are of as much importance to nature as to the peoples, regions and nations which reside alongside this unique ocean environment;*
- *Canada has promised to meet its international commitment, to honour the United Nation's Sustainable Development Goals by protecting 10% of our coastline by the year 2020;*
- *There is a growing momentum and an increasing call to action by many nations of the world to find ways to meet the challenges of climate change, to restore our oceans and to work in partnership with First Peoples everywhere; and*
- *The Prime Minister and Government of Canada have invited applications to be submitted for places exemplifying the outstanding universal values embraced by World Heritage Sites, including the historical, cultural and natural landscapes and seascapes of significance that are the foundation of our country.*



We, the undersigned, residents of Canada, call upon the House of Commons in Parliament assembled to show leadership for coastal and marine protection initiatives by supporting the application for the Salish Sea's Canadian waters to be added to our country's Tentative List, for consideration as a UNESCO World Heritage Site.

Sign Petition E-1269 ...Here <<https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-1269>>

*Media Release
For Immediate
Release*

Sept. 27, 2017

**The Salish Sea Coasts Into The House of Commons
E-Petition Calls For World Heritage Site Recognition**

[CEDAR, BC] – "The Salish Sea is ten weeks away from being recognized as a World Heritage Site," according to the ever-optimistic predictions of Laurie Gourlay, Interim Director of the Salish Sea Trust - the organization that submitted the UNESCO WHS application.

And just to be sure Canada's federal politicians appreciate the global significance of the Salish Sea's world-class heritage, MP Rachel Blaney is sponsoring their House of Commons on-line Petition E-1269. Blaney is MP for North Island - Powell River, and has a long history of working with coastal and indigenous communities.

"We want Parliamentarians to seize this legacy moment for Canada," says Gourlay. "To realize how important the Salish Sea is to the west coast's future, and to release the many economic and environmental benefits that will accrue by recognizing it as a World Heritage Site."

Working with SeaLegacy the non-profit Salish Sea Trust submitted a World Heritage Site application to Parks Canada in May. Accompanied by 15,000 signatures of support this spring the Trust's Petition maintains that the Pacific Ocean gateway is vitally important to Canadians, and directly calls upon MP's to 'show leadership for coastal and marine protection initiatives'.

"We're doubling down, reaching out to Parliament and to all Canadians," Gourlay adds. "We want support from all who love the Salish Sea, who appreciate its diversity and beauty, and the incredible historical, cultural and natural values these west coast waters embody."

The Petition calls for UNESCO World Heritage Site designation to help protect some 3000 species in this unique inner ocean, along with recognition of a 10,000 year old First Nation culture that deserves honour and respect. All Canadians are invited to show their support.

A copy of House of Commons Salish Sea Petition E-1269 can be found at: <https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-1269>

Further information:

Laurie Gourlay
Interim Director
Salish Sea Trust
(250 722-3444)

Kait Burgan
SeaLegacy
[250-816-0046](tel:250-816-0046)
www.sealegacy.org

MP Rachel Blaney
North Island—Powell River
House of Commons
613-943-2185

Salish Sea Trust, Box 333, Cedar, B.C., V9X 1W1
250.722.3444, [<salishseatrust@shaw.ca>](mailto:salishseatrust@shaw.ca) (www.salishseatrust.ca)

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**From:** Cathy Peters [REDACTED]  
**Sent:** Monday, October 2, 2017 12:36 PM  
**To:** VoP Admin  
**Subject:** Joy Smith Foundation says all girls at risk of exploitation: CBC  
**Importance:** High

Dear City Councils (Mayors, City Councillors) of BC,

I hoped everyone enjoyed the UBCM this past week. It was very good to speak with many Mayors and City Councillors, as well as MLA's.

The Joy Smith Foundation has created a 90 minute documentary, which will be used as a tool to teach young people about human trafficking in Canada.

<http://www.cbc.ca/news/canada/manitoba/human-trafficking-documentary-joy-smith-foundation-1.4306399>

(Shared via the CBC News Android App)

I have handed out the documentary to many of you, as well as to the RCMP and City Police Agencies. Please order your copy from the Joy Smith Foundation website directly. This should be made available to every stakeholder in your community; educators, School Boards, Health Authorities, social workers, frontline service providers, etc. We have a pandemic on our hands (quote from the Surrey Hospital Nurse Forensics team).

Human trafficking/sexual exploitation, youth and child exploitation is exponentially increasing. In BC we are doing nothing to hinder the rapid growth of the global sex trade which is targeting our local youth/children.

Learn about the issue, and please alert your MLA and MP that all levels of government need to step up to address this crime (education and enforcement of the law is needed).

Contact me for more information and please have me speak at your local Government Associations.

**ASK:** We need Resolutions to address child sex trafficking in BC. We need a strong anti-trafficking message/protocol/action/policies. Would you help me?

I would like to hear back from you as soon as possible,

Sincerely, Mrs. Cathy Peters BC's anti-human trafficking educator, advocate, speaker

[REDACTED]

October 4, 2017

His Worship Mayor Mike Richman and Council  
Village of Pemberton  
E-mail: [admin@pemberton.ca](mailto:admin@pemberton.ca)

Dear Mayor Richman and Council:

As the new Minister of Children and Family Development, I am honoured and delighted to proclaim October as Foster Family Month. This is the 27<sup>th</sup> Anniversary of Foster Family Month in British Columbia – a time to acknowledge, celebrate and express our appreciation to foster caregivers for their incredible commitment and support to the children, youth and their families in our communities.

The Ministry of Children and Family Development and Delegated Aboriginal Agencies provide supports and services in your community. With approximately 6,900 children and youth in care across British Columbia, government relies on caregivers to provide day-to-day stability, care, and support to the children and youth placed in their care.

Foster Family Month is a wonderful opportunity to express our gratitude and thank caregivers for their many years of service to the fostering community and the citizens of this province. Foster caregivers are a crucial component of the child welfare system and we depend on these individuals to fulfill this challenging and important role. Foster caregivers are compassionate, dedicated, caring citizens whose important work often goes unnoticed. They are amazing people who reach out to help a child during their greatest time of need.

The Fostering Connection Web site has information to help raise awareness of fostering in your community. For more information please open the following link at: <http://fosteringconnections.ca>. We will also be featuring interviews with foster caregivers whose first-hand experience – speaks to the joys, challenges and rewards of this important role. These will be available on the Government of British Columbia Facebook page.

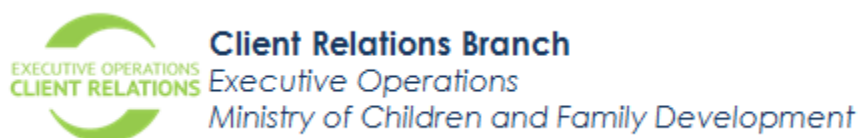
I encourage you to take time to recognize and celebrate Foster Family Month wherever possible. Your personal acknowledgement and recognition of caregivers will help to raise the awareness of fostering in your community.

On behalf of the Government of British Columbia, thank you for your recognition and continued support of foster caregivers in your community who care for this province's children- and youth-in-care.

Sincerely,

***ORIGINAL SIGNED BY***

Katrine Conroy  
Minister of Children and Family Development



## OPEN QUESTION PERIOD POLICY

**THAT** the following guidelines for the Open Question Period held at the conclusion of the Regular Council Meetings:

- 1) The Open Question Period will commence after the adjournment of the Regular Council Meeting;
- 2) A maximum of 15 minutes for the questions from the Press and Public will be permitted, subject to curtailment at the discretion of the Chair if other business necessitates;
- 3) Only questions directly related to business discussed during the Council Meeting are allowed;
- 4) Questions may be asked of any Council Member;
- 5) Questions must be truly questions and not statements of opinions or policy by the questioner;
- 6) Not more than two (2) separate subjects per questioner will be allowed;
- 7) Questions from each member of the attending Press will be allowed preference prior to proceeding to the public;
- 8) The Chair will recognize the questioner and will direct questions to the Councillor whom he/she feels is best able to reply;
- 9) More than one Councillor may reply if he/she feels there is something to contribute.

*Approved by Council at Meeting No. 920  
Held November 2, 1999*

*Amended by Council at Meeting No. 1405  
Held September 15, 2015*