

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, February 20, 2018 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1464.

IN ATTENDANCE: Mayor Mike Richman
Councillor James Linklater
Councillor Karen Ross
Councillor Jennie Helmer
Councillor Ted Craddock

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 & Administration
Lisa Pedrini, Senior Planner
Elysia Harvey, Legislative Assistant

Public : 5

1. CALL TO ORDER

At 8:59 a.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. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1463 – Tuesday, February 6, 2018

Moved/Seconded
THAT the minutes of Regular Council Meeting No. 1463, held Tuesday, February 6, 2018, be adopted as circulated.
CARRIED

4. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising from the previous Regular Council Meeting.

5. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

Recommendations from the Committee of the Whole:

a) Social Procurement Policy

Moved/Seconded

THAT development of a Social Procurement Policy be moved to the 2019 Budget Deliberation and facilitated in conjunction with the Official Community Plan Review and Update.

CARRIED

b) Council Remuneration for Meetings

Moved/Seconded

THAT a remuneration rate for Council Members to attend meetings held by other agencies or organizations outside of meetings held for Village of Pemberton Council business not be supported.

CARRIED

c) Budget Session No. 1 – 2018 Operating, Project & Capital Expenses Budget Recommendations

Salary Allocations:

Moved/Seconded

THAT the salary overhead allocations be updated as follows:

Water	24%
Sewer	22%
Airport	3%

CARRIED

Capital Projects:

Moved/Seconded

THAT the following Capital Projects be approved for the 2018 budget:

Project	Amount	Funding Source
Admin - Office Printer Lease Renew	\$ 2,306.75	Taxation
Admin - Village Vehicle (for general use purposes) ¹	\$ 3,182	MFA Equipment Loan/ Taxation
Admin - New Bylaw Services Truck	\$15,000	MFA Equipment Loan/ Taxation
Fire - 2018 HVAC Upgrade to the Fire Hall	\$ 60,000	Fire Reserves

Fire - Fire Fighter Benefit – Twinrex Vaccines	Up to \$ 6,000	Taxation/ Other Government Revenue
Fire - Fire Fighter Benefit – Wellness Benefit	\$ 7,680	Taxation (\$5,120)
Water - Well 2 Redevelopment	\$ 80,000	Water Reserves
Water - Pioneer Lane Water Line Replacement	\$ 43,000	Water Reserves
Water - Cross Connection Control	\$ 20,000	Water Reserves
Water - 2 New Fire Hydrants (Frontier Street)	\$ 20,000	Water Reserves
Water - Water Source Feasibility Study	\$ 20,000	Water Reserves
Sewer - Air Valves (Blowers) – Wastewater Treatment Plant	\$ 50,000	User Fees
Public Works - Paving Pemberton Farm Road East	\$100,000	DCC Roads/ Developer Donation
Public Works - New Backhoe Lease	\$18,691.53	MFA Equipment Loan/ Taxation
Public Works - Downtown Community Barn Staining Phase II	\$15,000	Taxation
Development - Sea to Sky Invasive Species Additional Funding <ul style="list-style-type: none"> • Partnership Program - \$1,600 • Fee-For-Service Field Program – up to \$3,360 	\$ 4,960	Taxation
Development - Planning Contractor	\$ 5,000	Taxation
Parks - Zurcher Park Playground Upgrade (The Glen)2	\$ 30,000	Taxation/ Surplus Carry Forward
Parks - Zurcher Park Trail Improvement	\$ 5,000	Taxation

CARRIED

One Mile Lake Park Boardwalk Repairs:

Moved/Seconded

THAT a Parks Reserve of \$50,000 be established for One Mile Lake Park Boardwalk Repairs/Redevelopment;

AND THAT Staff explore design, cost and funding options for the One Mile Lake Park Boardwalk repairs/redevelopment.

CARRIED

Deferred Capital Projects:

Moved/Seconded

THAT the following Capital Projects be deferred to 2019:

- Official Community Plan Review and Update
- Social Procurement Policy Development (to be done in conjunction with the OCP Review)

CARRIED

Airport Budget:

Moved/Seconded

THAT the 2018 Airport Operating budget be approved.

CARRIED

Sewer Budget:

Moved/Seconded

THAT sewer rates are increased by \$40,000 to be allocated to Reserves for Future Capital Expenditures, through an increase in sewer rates.

CARRIED

Moved/Seconded

THAT the 2018 Sewer Operating budget, that includes \$40,000 to be allocated to Reserves, be approved.

CARRIED

Water Budget:

Moved/Seconded

THAT the 2018 Water Operating budget, that includes the Capital Projects as approved, be approved.

CARRIED

Fire Budget:

Moved/Seconded

THAT the 2018 Fire Department Operating budget be approved as presented.

CARRIED

Development Services:

Moved/Seconded

THAT the 2018 Development Services Operating Budget be approved as presented.

CARRIED

Public Works & Parks:

Moved/Seconded

THAT the 2018 Public Works Operating Budget be approved as presented.

CARRIED

Transit:

Moved/Seconded

THAT the 2018 Transit Operating Budget be approved as presented.

CARRIED

6. COMMITTEE MINUTES – FOR INFORMATION

There are no Committee Minutes to be received.

7. DELEGATIONS

There are no Delegation presentations.

8. REPORTS

a) Office of the Chief Administrative Officer

i. Pemberton Valley Utilities and Services Update

a. Proposed Pemberton Transfer Station – Verbal Update

Moved/Seconded

THAT the Proposed Pemberton Transfer Station Verbal Update be received for information.

CARRIED

Moved/Seconded

THAT the Village of Pemberton supports bringing forward SLRD Pemberton and District Transfer Station Loan Authorization Bylaw No. 1573, 2018 for consideration by the SLRD Board at the Board Meeting to be held February 28, 2018;

AND THAT the Village of Pemberton supports holding an Alternative Approval Process for borrowing funds to facilitate the development of a new Pemberton and District Transfer Station.

CARRIED

b. Pemberton Valley Utilities and Services Budget Update – Verbal Report

2018 Draft Budget Highlights

Youth & Seniors Centre Budget:

Moved/Seconded

THAT Council recommend to the Pemberton Valley Utilities and Services Committee that consideration be given to allocating \$10,000 to the Youth and Seniors Centre for improvements in 2018.

CARRIED

OPPOSED: Councillor Ross

Pemberton Library Budget:

Moved/Seconded

THAT Council recommend to the Pemberton Valley Utilities and Services Committee that the re-painting and re-carpeting of the Library be moved to 2019;

AND THAT consideration be given to allocating SLRD Area C Amenity Funds, in the amount of \$12,000, to cover the cost of a new server rather than for re-painting and re-carpeting in 2018.

CARRIED

Discussion took place with respect to the annual requests being received by the organizations that receive funding through requisitions. It was suggested that it might be helpful and beneficial if each year the Committee established a set increase that any one group/organization could request as a means of keeping the cost to taxpayers low.

Moved/Seconded

THAT Council recommend to the Pemberton Valley Utilities and Services Committee that it establishes a set increase allowed per service area each year in addition to the Consumer Price Index (CPI).

CARRIED

ii. Youth Opportunities – Verbal Report

CAO Gilmore provided a verbal report on opportunities for youth engagement. Staff will be working with Staff from Pemberton Secondary School to develop a program which will be brought back for review by Council.

b) Finance and Administration Department

i. 2018 Parcel Tax Review Panel

Moved/Seconded

THAT Councillor Craddock, Councillor Linklater and Council Ross be appointed to the Parcel Tax Review Panel in accordance with section 204 (2) (a) of the *Community Charter*;

AND THAT the Parcel Tax Roll Review Panel be scheduled for March 8th, 2018 at 8:30 a.m. to authenticate the 2018 Parcel Tax Roll.

CARRIED

c) Operations and Development Services Department

i. Major Development Permit Application No. 012 and Development Variance Permit No. 120 – 7350 Crabapple Court (Orion)

Development Permit Application No. 012

Moved/Seconded

THAT the Development Permit Application No. 012 (7350 Crabapple Court) be approved subject to the following conditions:

- That a formal grading plan with engineered retaining wall design be submitted to the satisfaction of the Village Engineer;
- That a formal stormwater management plan be submitted to the satisfaction of the Village Engineer;
- That in lieu of undertaking an individual Traffic Impact Study for the subject property, the equivalent costs be contributed to the Village toward the cost of a greater Traffic Impact Study for the Arbutus/Portage Road Corridor;
- That the remaining comments by ISL Engineering, provided in the correspondence dated January 12, 2018, be addressed by the applicant to the satisfaction of the Manager of Operations & Development Services;
- That the Fire Chief's concern with respect to the location of the electric car parking is addressed to the satisfaction of Village Staff;
- That a flood level covenant be registered on title to dictate the elevation of residential development and restrict the items that can be stored in the underground storage units;
- That an estimate of landscaping works and security deposit (in the form of an Irrevocable Letter of Credit or equivalent) to complete the works be submitted; and
- That any proposed future building signs receive a Sign Permit in conformance to the Village of Pemberton Sign Bylaw.

CARRIED

Moved/Seconded

THAT Staff arrange for the renderings of the Orion Project that show the form and character and the updated landscaping plan to be presented at the Regular Meeting to be held on Tuesday, March 6, 2018.

CARRIED

Development Variance Permit No. 120

Moved/Seconded

THAT Council approves the Development Variance Permit No. 120 (7350 Crabapple Court) to vary the maximum height of the principal building from 10.5 m to 11.5 m.

CARRIED

At 11:51 a.m. the Regular Meeting was recessed.

At 11:54 a.m. the Regular Meeting was reconvened.

d) Mayor's Report

Mayor Richman reported on the following:

- Attended a meeting with the Lion's Society and discussed fundraising efforts, Transit, Internet, Recreation and the potential of a new senior's housing development

Mayor Richman provided updates and announced:

- The Village of Pemberton is attending the 2018 Career and Job Fair, hosted by the Aboriginal Skills and Employment Training, on Thursday, March 1st, 2018 at Ull'us Community Complex
- The Village has recently issued to RFPs; Non-motorized Watercraft Concession for One Mile Lake Park and Design/Build for Sports Field
- Congratulations and good luck to the Pemberton and Sea-to-Sky athletes competing in the 2018 Pyeong Chang Olympic and Para-Olympic Games

Events

- Stewardship Pemberton is hosting their 2nd Annual Lip Sync Battle on Friday, March 2nd at the Black Squirrel.
- Chamber of Commerce is hosting a Market Place Mixer networking event on Wednesday, February 21st at Stay Wild

Mayor Richman will be attending the following meetings:

- Nu'kw7ántwa' Gathering in D'Arcy – February 23
- SRLD Board Meeting – February 28th
- Pemberton Valley Utilities and Services Meeting – March 2

e) Councillor Reports

i. Councillor Ted Craddock

Councillor Craddock reported on the following:

- Pemberton Valley Dyking District Meeting
- Tourism Pemberton Meeting

ii. Councillor James Linklater

Councillor Linklater reported on the following:

- Pemberton Valley Utilities and Services Committee Meeting
- Dine and Dance in the Dark Fundraiser for the Lion's Society
- Expressed interest in attending the Nukw7ántwaí Gathering on February 23rd.

iii. Councillor Karen Ross

Councillor Ross reported on the following:

- Pemberton Valley Utilities and Services Committee Meeting

iv. Councillor Helmer

Councillor Helmer did not report.

9. BYLAWS

There are no Bylaws for reading or adoption.

10. CORRESPONDENCE

a) For Action

- i. Heather O'Hara, Executive Director, and Wylie Bystedt, President, BC Association of Farmers' Markets, dated January 31, 2018, sharing positive results of the BC Farmers' Market Nutrition Coupon Program from 2017, and requesting a letter of support for the Program to be sent to the Honourable Adrian Dix.**

Moved/Seconded

THAT a letter of support be provided for the BC Farmers' Market Nutrition Coupon Program.

CARRIED

b) For Information

- i. **Kip Woodward, Board Chair, Vancouver Coastal Health (VCH), dated January 26, 2018, sharing an article published in *The Vancouver Sun* recognizing achievements in the VCH health care system.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

- ii. **Rick Berrigan, Mayor, Village of Chase, dated January 18, 2018, regarding equitable sharing of Cannabis tax revenues between Provincial and Local Governments.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

11. DECISION ON LATE BUSINESS

There was no late business for consideration

12. LATE BUSINESS

There was no late business for consideration

13. NOTICE OF MOTION

There was no Notice of Motion presented for consideration.

14. QUESTION PERIOD

Joel Barde – Pique Newsmagazine

Mr. Barde sought clarification with respect to the resolution passed related to the Development Permit and the Development Variance Permit for Orion.

15. IN CAMERA

Moved/Seconded

THAT pursuant to Section 90 (1) (c) Labour Relations, (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.

CARRIED

At 12:10 p.m. Council moved In Camera.

At 12:45 p.m. Council reconvened the Regular Council Meeting and did not Rise with Report.

16. ADJOURNMENT

At 12:45 p.m. the Regular Council Meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer