

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

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, April 24, 2018 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1468.

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

**REGRETS:** 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, Senior Planner  
Lena Martin, Manager of Finance & Administration  
Robert Grossman, Fire Chief  
Jeff Westlake, Public Works Supervisor  
Jill Brooksbank, Communications & Grant Coordinator  
Gwendolyn Kennedy, Legislative Assistant

**Public:** 4

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**1. CALL TO ORDER**

At 9:04 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** Agenda Item 9 (b) (iv) - Downtown Enhancement Project – Revised Concept & Birch Street Estimates be moved forward and be presented before Item 9 (b) (i) - Development Services 2018 First Quarter Report.

**CARRIED**

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

**4. ADOPTION OF MINUTES**

**a) Regular Council Meeting No. 1467, Tuesday, April 10, 2018**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1467 held Tuesday, April 10, 2018, be adopted as circulated.

**CARRIED**

## **5. BUSINESS ARISING**

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

## **6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING**

There was no business arising from the Committee of the Whole Meeting.

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

### **a) Pemberton Area Economic Development Collaboration Meeting, April 3, 2018**

Moved/Seconded

**THAT** the minutes of the Pemberton Area Economic Development Collaboration, held Tuesday, April 3, 2018, be received for information.

**CARRIED**

## **8. DELEGATIONS**

There were no Delegation presentations.

## **9. REPORTS**

### **a) Office of the Chief Administrative Officer**

#### **i. Boundary Extension Update – Dan Huang, Urban Systems, by telephone**

Dan Huang, Urban Systems, attending by teleconference, presented an update to the Boundary Extension Report, including an estimate of the tax impact to property owners in the extension area and the costs and revenues to the Village. Concerns remain regarding the potential cost of road upgrades, the cost of taking over infrastructure currently managed by the Regional District, and the impact of the tax revenue loss to the Regional District.

Moved/Seconded

**THAT** Council receive the information presented on April 24, 2018 regarding the Village of Pemberton Boundary Extension Update;

**AND THAT** a formal request be sent to the Ministry of Municipal Affairs and Housing for assistance to review the proposed boundary extension in a timeline fashion, in order to align a potential referendum question with local government elections on October 20, 2018.

**CARRIED**

At 9:45 a.m. the Boundary Extension presentation concluded and teleconference ended.

At 9:49 a.m., Mayor Richman declared a conflict of interest pursuant to Section 100 (2) (b) of the *Community Charter* and left the room. Acting Mayor Linklater took the chair.

**b) Operations & Development Services**

**i. Downtown Enhancement Project Update & Birch Street Estimates**

Andrew Robertson, ISL Engineering, reviewed three downtown enhancement design options (Option 1, Option 2A and 2B) and presented a third concept (Option 2C), which was developed as a result of discussion that took place at the Committee of the Whole held on April 10, 2018. Discussion focused on the impact of 2C option on parking, particularly for large vehicles, pedestrian safety, and the change to the turn at the end of the parking lot in front of the Blackbird Bakery.

Moved/Seconded

**THAT** the Downtown Enhancement Project Update be received for information;

**AND THAT** Option 1, with the modification that the bus bay be relocated to Aster Street and the vacant space be used as a loading bay for the Blackbird Bakery and for parking when not in use as a loading bay, be supported.

**CARRIED**

At 10:44 a.m. Mayor Richman returned to the meeting and the meeting was recessed.

At 10:46 a.m. the meeting was reconvened and Mayor Richman declared a conflict of interest pursuant to Section 100 (2) (b) of the *Community Charter* and left the room. Acting Mayor Linklater took the chair.

CAO Gilmore presented revised Birch Street Upgrade Estimates and reported that discussion with the Ministry of Transportation and Infrastructure regarding funding for the road upgrades will take place shortly. CAO Gilmore indicated that the Village has sufficient reserves available to fund a portion of the upgrades as identified in Estimate 3B.

Moved/Seconded

**THAT** the proposal, identified as Estimate 3B, for upgrades to Birch Street including overlay, curb and gutter and street lighting be approved.

**CARRIED**

At 10:53 a.m. Mayor Richman returned to Council Chambers and took the chair.

**ii. Development Services 2018 First Quarter Report**

Moved/Seconded

**THAT** the Development Services 2018 First Quarter Report be received for information.

**CARRIED**

**iii. Operations – Public Works and Water Treatment Plant Operation Update**

Moved/Seconded

**THAT** the Operations Department 2018 First Quarter Report be received for information.

**CARRIED**

**iv. Water Treatment and Soda Ash Project Update**

Moved/Seconded

**THAT** the Water Treatment and Soda Ash Update Report be received for information.

**CARRIED**

**c) Fire**

**i. 2018 First Quarter Report**

Moved/Seconded

**THAT** the 2018 First Quarter Fire Department Report be received for information.

**CARRIED**

**d) Mayor's Report**

Mayor Richman reported on the following:

- Attended SLRD Regular Board Meeting on April 18, 2018, where the following issues were discussed:
  - Subdivision request for a property on Fraser Road.
  - Temporary Use Permit for a property on Reid Road.
  - Invasive species bin to be funded as a regional service for one year
  - Cannabis retail sales to be prohibited to prevent the establishment of legal non-conforming businesses.
  - Regional Growth Strategy discussion focussed on the difference between destination and backcountry resorts.

- A Temporary Use Permit Application to establish an open market at Britannia Beach was referred to Staff.
- Attended the Sea to Sky Regional Hospital District Board Meeting on April 18 where discussion focussed primarily on financial issues.
- Attended the Public Information Meeting - SLRD Area C Zoning Amendment Bylaw No. 1549-2017 on April 11.
- Attended the Village of Pemberton Draft Zoning & Sign Bylaw feedback Session on April 17. Thanked Staff and noted that there was a good exchange between Staff and attendees.
- Thanked PORCA and PVTA and all the volunteers who attended Trails Day on Saturday and noted that much was accomplished.
- The Village is hosting a Boundary Extension Open House on Wednesday, April 25th, 6pm to 8pm at Signal Hill Elementary.
- The Village of Pemberton is hiring for a Contract Project Coordinator and Full Time Labourer. Visit [www.pemberton.ca](http://www.pemberton.ca) for details.

Events:

- Pitch-In Day, Wednesday, April 25 at 9:30 a.m.
- PVUS Special Meeting scheduled for May 3, 2018 will focus on Recreation Services Delivery
- Day of the Devil Red Devils Alumni Association fundraiser in support of Pemberton Secondary School (PSS) sports teams will take place this Saturday, April 28, and will include a golf tournament at Big Sky followed by dinner and dancing at Pemberton Secondary School.
- Dining for Duchenne Muscular Dystrophy Fundraiser this Saturday, April 28.

**e) Councillor Reports**

**i. Councillor Craddock**

Councillor Craddock reported on the following:

- Attended Trails Day.
- Attended the Village of Pemberton Draft Zoning & Sign Bylaw Feedback Session.
- Attended the PVDD Meeting on April 19 where John Becs and Albert Bush were elected to the Board where the following issues were discussed:
  - High snow pack that may impact water levels.
  - Access to the dykes in the event of an emergency
  - Funding of on-going costs of the high water cameras

**ii. Councillor Linklater**

Councillor Linklater reported on the following:

- Attended the Village of Pemberton Draft Zoning & Sign Bylaw Feedback Session.
- Thanked Staff for quarterly reports.
- Intends to volunteer at the Day of the Devils fundraiser on Saturday.
- Met Pemberton's new residents from Africa.
- Noted that Rotary, Interact and Sparks have completed their Pitch-In Day activities.
- Rotary Flower Basket fundraiser is underway.
- Annual Rotary and Chamber of Commerce Golf Tournament to be held June 1<sup>st</sup>, 2018 at Meadows at Pemberton.

**iii. Councillor Helmer**

Councillor Helmer did not report.

At 11:57 a.m. Mayor Richman requested a motion to extend the meeting beyond three hours.

Moved/Seconded

**THAT** the Regular Council Meeting No. 1468 be extended beyond three hours.

**CARRIED**

**10. BYLAWS**

**a) Bylaws for Adoption**

**i. 2018 Tax Rates Bylaw No. 823, 2018**

Moved/Seconded

**THAT** 2018 Tax Rates Bylaw No. 823, 2018 receive fourth and final reading.

**CARRIED**

**ii. 2018 Water Frontage Tax Amendment Bylaw No. 824, 2018**

Moved/Seconded

**THAT** 2018 Water Frontage Tax Amendment Bylaw No. 824, 2018 receive fourth and final reading.

**CARRIED**

**iii. 2018 Sewer Frontage Tax Amendment Bylaw No. 825, 2018**

Moved/Seconded

**THAT** 2018 Sewer Frontage Tax Amendment Bylaw No. 825, 2018 receive fourth and final reading.

**CARRIED**

**iv. 2018 Sewer Rate Amendment Bylaw No. 826, 2018**

Moved/Seconded

**THAT** 2018 Sewer Rate Amendment bylaw No. 826 Bylaw No. 826, 2018 receive fourth and final reading.

**CARRIED**

**b) First, Second and Third Readings**

**ii. 2018 – 2022 Five Year Financial Plan Bylaw No. 827, 2018**

Moved/Seconded

**THAT** the 2018 Five Year Financial Plan Bylaw No.827, 2018 receive first, second and third readings.

**CARRIED**

**11. CORRESPONDENCE**

**a) For Action**

- ii. Maxine Bruce, Lil'wat Nation, requesting sponsorship for the Lil'wat Nation Annual Rodeo & Pow-wow to be held at the Lillooet Lake Rodeo Grounds on May 19<sup>th</sup>, 20<sup>th</sup> & 21<sup>st</sup>.**

Moved/Seconded

**THAT** Council approve a contribution, in the amount of \$500.00, to the Lil'wat Nation Rodeo;

**AND THAT** the funds be allocated from the Community Enhancement Fund.

**CARRIED**

- iii. Tony Medd, Pemberton Lions, requesting a letter of support for an event to be held by the Pemberton Lions as part of the Canada Day festivities at the Community Centre.**

Moved/Seconded

**THAT** Staff provide a letter of support as requested.

**CARRIED**

**b) For Information**

- i. Pamela Goldsmith-Jones, M.P., West Vancouver – Sunshine Coast – Sea to Sky Country, dated April 2, 2018, announcing the new Investing in Canada Infrastructure Plan that will provide \$180 billion in infrastructure funding over 12 years.**
- ii. Danyta Welch, UBCM & First Nations Summit, announcing a final payment to Village of Pemberton of \$2,500.00 as part of the Community to Community Forum grant.**
- iii. Jamee Justason, Executive & Association Services Coordinator, Union of BC Municipalities, LMLGA, dated April 9, 2018, enclosing the April/May newsletter of the Lower Mainland LGA, providing details and registration links for the upcoming LGA AGM and Convention in Whistler, and requesting that Council advise if they will be attending the Pre and Post – Convention Sessions.**

Moved/Seconded

**THAT** the above correspondence be received for information.

**CARRIED**

**12. DECISION ON LATE BUSINESS**

**13. LATE BUSINESS**

**14. NOTICE OF MOTION**

**15. QUESTION PERIOD**

Joe Barde, Pique News Magazine, indicated his intention to address questions regarding the Downtown Enhancement Plan to Councillor Linklater during the recess.

At 12:00 p.m. the Regular Council Meeting was recessed.

At 12:17p.m. the Regular Council Meeting was reconvened.

**16. IN CAMERA**

Moved/Seconded

**THAT** pursuant to Section 90 (1) (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 12:17 p.m. Council moved In Camera.

At 1:07 p.m. Council Rose without Report.

#### **17. RISE WITH REPORT**

Council did not Rise with Report.

#### **18. AJOURNMENT**

Moved/Seconded

**THAT** the Regular Meeting be adjourned at 1:07 p.m.

**CARRIED**

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer