

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, September 4, 2018 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1476.

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

Attending by Phone: Councillor James Linklater

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Lena Martin, Manager of Finance & Administration
Lisa Pedrini, Senior Planner
Cameron Chalmers, Planning Consultant
Wendy Olsson, Executive Assistant
Jill Brooksbank, Senior Communications & Grant Coordinator
Anne Burt, Bylaw Enforcement Officer
Gwendolyn Kennedy, Legislative Assistant

Public: 5

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 amended so that agenda item 9 (b) (iii) is followed by item 9 (c) and appear both before item 9 (a).

CARRIED

3. RISE WITH REPORT FROM IN CAMERA (CLOSED)

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1475, Tuesday, July 24, 2018

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1475 held Tuesday, July 24, 2018, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising.

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

Recommendations from Committee of the Whole Meeting No. 181 held earlier in the day:

Cannabis Retail Sales Draft Policy:

Moved/Seconded

THAT the Committee of the Whole recommend to Council that the Draft Cannabis Retail Policy be supported, subject to the removal of the distancing requirements from public spaces and other cannabis retail businesses; the addition of limiting cannabis retail to the C-1 Zone with a cap of two; the addition of an assessment fee of no less than \$500; amendment to the permitted hours of operation to align with provincial legislation; and the amendment of the Business Licence fee to no less than \$1,500 annually;

CARRIED

OPPOSED: COUNCILLOR HELMER

Moved/Seconded

THAT once amended, the Draft Cannabis Retail Policy be referred to the public and the following stakeholders for review and comment by the end of September: RCMP, Vancouver Coastal Health, Pemberton Medical Clinic, Sea to Sky Community Services, the Lil'wat Nation, Squamish-Lillooet Regional District, Pemberton and District Chamber of Commerce, Tourism Pemberton, Schools and School District #48.

CARRIED

Zoning Bylaw Amendment:

Moved/Seconded

THAT the Zoning Bylaw No. 832, 2018 be amended to remove the prohibition and allow cannabis retail in the C-1 Zone.

CARRIED

OPPOSED: COUNCILLOR HELMER

Draft Business Licence Bylaw:

Moved/Seconded

THAT the draft Business Licence Bylaw be brought forward to Council for consideration of readings with the following amendment:

- removal of Section 21.4, Deposit Requirement for Short-Term Vacation Rental Business Licence

CARRIED

7. COMMITTEE MINUTES – FOR INFORMATION

There were no minutes to be received.

8. DELEGATIONS

There were no delegations to be received.

9. REPORTS

a) Corporate & Legislative Services

i. Community Enhancement Fund request – Pemberton Barn Dance Sponsorship

Moved/Seconded

THAT a contribution, in the amount of \$1,500, from the Community Enhancement Fund in the form of a Platinum Sponsorship for the Pemberton Barn Dance be approved.

CARRIED

b) Finance

i. 2018 Second Quarter Financial Statements

Moved/Seconded

THAT the 2018 Second Quarter Financial Statements be received for information.

CARRIED

c) Office of the Chief Administrative Officer

i. Verbal Report

(a) Boundary Extension Follow-Up Update

Chief Administrative Officer Gilmore provided a brief update on the boundary extension project, noting that she had reached out the Rutherford Creek Power Project and to two property owners who had expressed interest in having their properties become part of the Village prior to the boundary extension process. CAO Gilmore noted that it would be up to the property owners to petition the Village to come into the boundary and the Village would have to receive approval of the electorate through an Alternative Approval Process

ii. **Nukw7ántwaí Intergovernmental Relations Committee Terms of Reference and Orange Shirt Day Proclamation**

Moved/Seconded

THAT the Nukw7ántwaí Intergovernmental Relations Committee Terms of Reference be approved as presented.

CARRIED

Moved/Seconded

THAT September 30th be proclaimed Orange Shirt Day in the Village of Pemberton.

AND THAT should September 30th fall on a weekend, the day will be commemorated on the Friday before September 30th.

CARRIED

Mayor Richman read the following proclamation:

WHEREAS the Truth and Reconciliation summary report calls for a national day to honour residential school survivors, their families and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process, and;

WHEREAS the orange shirt has become a symbol of remembrance for residential school survivors;

NOW THEREFORE on behalf of Council, I, Mike Richman, Mayor of the Village of Pemberton, do hereby proclaim September 30th as "Orange Shirt Day" in the Village of Pemberton.

Moved/Seconded

THAT \$200 be allocated from the Community Enhancement Fund to secure a professional photographer for the Orange Shirt Day group photo.

CARRIED

iii. **UBCM Ministers Meeting Requests**

Staff requested clarification as to which meetings Councillors would attend at UBCM.

d) Corporate & Legislative Services

i. Single-Use Items Reduction Strategies

Moved/Seconded

THAT Staff implement a public engagement process to gather input from residents and business owners respecting single-use item reduction strategies and present the information at a future Committee of the Whole meeting.

CARRIED

ii. Bylaw Notice Enforcement Bylaw

Moved/Seconded

THAT Staff be directed to pursue development of a Bylaw Notice Dispute Adjudication System for the Village of Pemberton.

CARRIED

Moved/Seconded

THAT the following resolution be rescinded:

***THAT** Council direct Staff to pursue development of a Bylaw Notice Dispute Adjudication System for the Village of Pemberton.*

CARRIED

Moved/Seconded

THAT Staff be directed to formally request the Minister of the Attorney General to enact a regulation to make the *Local Government Bylaw Notice Enforcement Act* applicable to the Village of Pemberton.

CARRIED

Moved/Seconded

THAT Staff be directed to prepare a Bylaw Notice Enforcement Bylaw, Screening Officer Policy and amendments to existing bylaws as necessary to implement a bylaw adjudication system.

CARRIED

e) Operations & Development Services

i. 2017 Annual Drinking Water Update

Moved/Seconded

THAT the 2017 Annual Drinking Water Report be received.

CARRIED

f) Mayor

Mayor Richman reported on the following:

- Welcomed Council back from summer break.
- Attended Squamish-Lillooet Regional District board meeting on August 29th:
 - Area C Zoning Bylaw No. 765, 2002, Amendment Bylaw No. 1549-2017 received third reading.
 - The evacuation alert for the D'Arcy area has been lifted.
- Extended thanks to the BC Wildfire fire fighters who have had a long, hard summer.
- Recent press coverage of the Joffre Lakes concerns may help direct attention to this issue at the upcoming UBCM convention.
- Noted that there has been significant growth in tourism leading to an increase in traffic, making the need for infrastructure planning with the Ministry of Transportation and Infrastructure even more pressing.
- Excited to see that construction is underway for the new soccer field and the Friendship Trail and Bridge.
- Pemberton Fire Rescue is recruiting new paid on-call firefighters.
- Nomination period opens today for the 2018 Local Government Election.
- Noted that school is back in session and reminded drivers to exercise care in school zones.
- Council will be attending UBCM Convention in Whistler next week.
- Welcomed Chelsea Roberts, new GIS/Planning Technician for the Village.

Mayor Richman noted the following upcoming events and mentioned that events like these make Pemberton the vibrant community that it is:

- September 16th – Mackenzie Cruise (PORCA fundraising event) at the Barn
- September 22nd – Pemberton Lions/Rotary Barn Dance
- September 8th – Pemberton Museum Corn Roast

g) Councillors

Councillor Craddock

Councillor Craddock reported on the following:

- The Slow Food Cycle was a success. The new, shorter course suits families with young children.
- Attended the Area C Zoning Bylaw No. 765, 2002, Amendment Bylaw No. 1549-2017 Public Hearing.
- Attended the Pemberton Valley Dyking District board meeting.

Councillor Linklater

Councillor Linklater did not report.

Councillor Helmer

Councillor Helmer did not report.

Councillor Ross

Councillor Ross did not report.

10. BYLAWS

a) First, Second and Third Readings

i. Village of Pemberton Public Nuisance Abatement Bylaw No. 838, 2018

Moved/Seconded

THAT Village of Pemberton Public Nuisance Abatement Bylaw No. 838, 2018 receive First, Second and Third Readings.

CARRIED

ii. Village of Pemberton Animal Control Bylaw No. 839, 2018

Moved/Seconded

THAT Village of Pemberton Animal Control Bylaw No. 839, 2018, as amended to include the addition of a fee for subsequent inspections to Schedule "A", receive First, Second and Third Readings.

CARRIED

iii. Village of Pemberton Parking and Traffic Control Bylaw No. 840, 2018

Moved/Seconded

THAT Village of Pemberton Parking and Traffic Control Bylaw No. 840, 2018 receive First, Second and Third Readings.

CARRIED

iv. Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (RTA-1, RTA-2 and CD-5) Bylaw No. 841, 2018

Moved/Seconded

THAT Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (RTA-1, RTA-2 and CD-5 Zones) Bylaw No. 841, 2018 receive First and Second Readings.

CARRIED

Moved/Seconded

THAT Council notifies the public of its intention to waive the Public Hearing as per the *Local Government Act*.

CARRIED

11. CORRESPONDENCE

a) For Action

- i. **Lisa Trotter, Senior Regional Transit Manager, BC Transit, dated July 27, 2018, presenting a Memorandum of Understanding with respect to funding of 3 Year Expansion Initiatives.**

Chief Administrative Officer Gilmore provided background on the Memorandum of Understanding and clarified that the Village would not be taking on any financial risk by signing it. Gilmore noted that signing the Memorandum of Understanding would not impact the Village's ability to participate in the proposed regional transit initiative.

Moved/Seconded

THAT Council agree to the three year expansion initiatives as set out in the Memorandum of Understanding correspondence dated July 27 2018;

AND THAT the Chief Administrative Officer be authorized to sign the Expansion Memorandum of Understanding on behalf of the Village.

CARRIED

b) For Information

- i. **Paul Colburn, dated July 25, 2018, regarding the Lillooet River Bridge.**

Moved/Seconded

THAT correspondence be sent in response to the letter from Mr. Colburn

CARRIED

- ii. **Todd G. Stone, MLA and Official Opposition Critic for Municipal Affairs, dated August 13, 2018, extending an invitation to Mayor and Council to attend three roundtable discussions to be held September 13th and the Official Opposition Breakfast to be held September 14th at the upcoming UBCM Convention in Whistler.**
- iii. **Deborah Bowman, Assistant Deputy Minister, Transportation Policy and Programs Department, dated August 15, 2018, regarding the Village of Pemberton's endorsement of the Communities on the Move declaration.**

- iv. **Tara Faganello, Assistant Deputy Minister, Local Government Division, Ministry of Municipal Affairs and Housing, and Gary MacIsaac, Executive Director, Union of British Columbia Municipalities, representing the Green Communities Committee, dated August 15, 2018, congratulating the Village of Pemberton on successfully achieving the goal of corporate carbon neutrality for the 2017 reporting year.**

- v. **Mayor Jensen, District of Oak Bay, dated August 31, 2018, asking for support of District of Oak Bay's UBCM resolution regarding collection of a Local Government Vacancy Levy.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

12. DECISION ON LATE BUSINESS

Moved/Seconded

THAT an update on the Downtown Enhancement Project be added to Late Business.

CARRIED

13. LATE BUSINESS

a) Downtown Enhancement Project - Update

Chief Administrative Officer Gilmore provided an update of the Downtown Enhancement Project, noting that the project will go to tender by the end of this week or early next week, and that a report will be prepared for the October 16th In Camera meeting in anticipation of Council awarding the contract.

CAO Gilmore clarified that the proposal to consider establishing a parking lot at Fougberg Park is not part of the Downtown Enhancement Plan.

CAO Gilmore reported that planned communications elements include an information booth at two Farmers' Markets, and, once details of the construction schedule are available, one-on-one meetings and a group meeting with affected business owners will be held along with an information session for the public. It is anticipated that construction will begin in March or April 2019.

14. NOTICE OF MOTION

There was no notice of motion.

15. QUESTION PERIOD

Paul Vacirca, Pemberton Valley Hardware, asked several questions regarding the Downtown Enhancement Project.

Mark Mendonca, Chamber of Commerce, asked questions regarding the Downtown Enhancement Project and regarding strategies for the reduction of single-use items.

16. AJOURNMENT

Moved/Seconded

THAT the Regular Council Meeting be adjourned at 7:54 p.m.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer