

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, July 28, 2020 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1520.

IN ATTENDANCE*: Mayor Mike Richman
Councillor Ted Craddock
Councillor Leah Noble
Councillor Amica Antonelli
Councillor Ryan Zant

STAFF IN ATTENDANCE*: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Lena Martin, Manager of Finance
Lisa Pedrini, Manager of Development Services
Tom Csima, Manager of Operations and Projects
Christine Burns, Manager of Recreation Services
Robert Grossman, Fire Chief
Jill Brooksbank, Sr Community Partnership and Communications Coordinator
Wendy Olsson, Executive Assistant/HR Coordinator
Elysia Harvey, Legislative Assistant
Matt Rempel, GIS/Planning Technician

PUBLIC: 0

MEDIA: 1

****ALL COUNCIL MEMBERS AND STAFF ATTENDED ELECTRONICALLY***

A RECORDING OF THE MEETING WAS MADE AVAILABLE TO THE PUBLIC & MEDIA

1. CALL TO ORDER REGULAR MEETING

At 9:06 a.m. Mayor Richman called the Regular 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. IN CAMERA

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (l) discussions related to progress reports with that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

CARRIED

4. MOVE TO IN CAMERA

At 9:07 a.m. Council moved In Camera.

5. RISE FROM IN CAMERA AND RECONVENE THE REGULAR MEETING

At 9:21 Council rose without report and the Regular Meeting was reconvened.

6. DELEGATION

a) Presentation of the 2019 Audited Findings and Financial Statements Darcy Haw, Reginal Assurance Partner, MNP

Moved/Seconded

THAT the 2019 Audited Findings and Financial Statements be received.

CARRIED

b) Veronica Woodruff, Project Manager, Pemberton Area Regional Economic Development Plan – Update

Ms. Woodruff provided an update on the objectives the Pemberton Area Economic Development Collaborative (the Collaborative) is currently focusing on; these include inclusivity of fellow communities, roles and responsibilities of the Collaborative, funding opportunities, and Project Manager role. A draft Economic Development Plan is currently underway with guidance from the Collaborative's consultant, EcoPlan International.

By utilizing the results of an ongoing survey, which includes a COVID-19 perspective, the Collaborative is seeking to identify complex, simple, and quick-start actions and strategy areas.

Ms. Woodruff indicated the next phase for the Collaborative will be a focus on relationship development between communities and regional sector engagement.

7. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1519, Tuesday, July 14, 2020

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1519, held Tuesday, July 14, 2020, be adopted as circulated.

CARRIED

8. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

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

9. RISE WITH REPORT FROM IN CAMERA

There was no rise with report.

10. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE

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

11. COMMITTEE MINUTES - FOR INFORMATION

There were no minutes for receipt.

12. REPORTS

a) Office of the Chief Administrative Officer

i. 2020 Strategic Priorities - Update

Moved/Seconded

THAT the 2020 Strategic Priorities update be received.

CARRIED

ii. UBCM Minister Meeting/Briefs - Discussion

Council discussed various topics for consideration to bring forward as resolutions to the 2020 UBCM (virtual) Convention, and provided Staff with direction to prepare minister briefing information on the following:

At 10:11 a.m. Councillor Craddock Left the Meeting.

At 10:13 a.m. Councillor Craddock returned.

Northern Development Initiative Trust – requesting support in improving the Village’s eligibility to apply for grant funding through the Northern Development Initiative Trust. Staff will investigate under which Ministry this Trust is administered and arrange a meeting with the appropriate Minister if able.

Seniors Housing – funding support to extend the Lions’ Club facilities by a minimum of 20 units.

Daycare – increased wages for childcare employees, improving training accessibility, and support for private daycares.

Dyking Infrastructure – seismic upgrade requirements, relaxing Right of Way requirements, and issues specific to the Pemberton Valley regarding impacts of the Mt. Meager Landslide and sediment issues.

Tourism and Parks – reiterate previous year’s resolutions regarding the need for increased funding for Provincial Parks’ resources and staff.

Moved/Seconded

THAT Staff be directed to arrange meetings with the Minister of Municipal Affairs and Housing; Minister of Children & Family Development; Minister of Forests, Lands, Natural Resource Operations and Rural Development; Deputy Minister of Emergency Management BC; Minister of Public Safety & Solicitor General, Minister of Tourism Arts & Culture, and Northern Development Initiative Trust.

CARRIED

(**NOTE:** The Northern Development Initiative Trust does not have any Provincial Ministry oversight as such Staff were unable to request a meeting.)

iii. Mayor’s Task Force on COVID-19 Response and Recovery Update

Jill Brooksbank, Senior Community Partnership and Communications Coordinator, reviewed the details of the most recent Mayor’s Task Force meeting on July 27th, 2020. A community survey regarding impacts related to COVID-19 is currently available through Thought Exchange and to date has received 130 responses and over 2000 ratings; the survey will be ongoing as the Task Force hopes to capture changing opinions and thoughts as the situation evolves.

Seven themes were identified as being predominant areas of concern according to the results of the survey, and from these the Task Force narrowed down two themes to focus on as next steps: Economic Well-being and Social Well-being. The Task Force also moved toward establishing working groups and assigning members to each one to address these two themes.

Moved/Seconded

THAT Council supports Mayor's Task Force's two theme priorities, Economic Well-being and Social Well-Being.

AND THAT Council supports the establishment of a working group for each theme to support the work of the Mayor's Task Force.

CARRIED

iv. Federation of Canadian Municipalities (FCM) – Municipal Asset Management Program (MAMP) - Verbal Update

Moved/Seconded

THAT Staff apply to the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Plan & Long-Term Financial Modeling to Support Asset Management Decisions;

AND THAT the Village of Pemberton commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance the Village of Pemberton's asset management program:

- Asset Management Plan
- Long-Term Financial Modeling to Support Asset Management Decisions

AND THAT Council reconfirms the \$11,400 from the 2021 budget toward the costs of this initiative through the Community Works Gas Tax funding.

CARRIED

b) Corporate & Legislative Services

i. Outstanding Resolution Listing – as at June 30, 2020

Moved/Seconded

THAT Council receive the report for information.

CARRIED

ii. Council Member Meeting Attendance – Annual Report

Councillor Noble noted that she had been absent from the Special Meeting held on April 28, 2020.

Moved/Seconded

THAT Staff discontinue annual reports on Council Member meeting attendance.

CARRIED

**iii. Crown Land Tenure Application – Lillooet River Park and Boat Launch
(Old Waste Water Treatment Plan at Highway 99)**

Moved/Seconded

THAT Council endorse an application to apply for a Crown land tenure for community institutional purposes for the Lillooet River Park also known as: BLOCK A OF DISTRICT LOTS 204 AND 8746, LILLOOET DISTRICT.

CARRIED

Moved/Seconded

THAT Council endorse an application to apply for a Right of Way licence for community institutional purposes for the Lillooet River Park also known as: RIGHT OF WAY OVER UNSURVEYED CROWN LAND, LILLOOET DISTRICT, SHOWN OUTLINED ON PLAN KAP77620 AND RIGHT OF WAY OVER THAT PART OF LOT 20, DISTRICT LOT 165, LILLOOET DISTRICT, PLAN 883, SHOWN OUTLINED ON PLAN KAP78286, BOTH FILED IN THE LAND TITLE OFFICE AT KAMLOOPS.

CARRIED

Moved/Seconded

THAT Staff explore making application for a crown land tenure to facilitate waterfront access in this area.

CARRIED

c) Finance

i. 2020 Second Quarter Financial Statements

Moved/Seconded

THAT the 2020 Second Quarter Financial Statements be received for information.

CARRIED

Moved/Seconded

THAT Staff allocate up to \$900.00 from the budget to extend the rental of the portable toilets outside the Community Barn until the end of October 2020.

CARRIED

Meeting Extension:

Moved/Seconded

THAT the Regular Council Meeting be extended beyond three (3) hours in accordance with Section 6 (b) (ii) of Council Procedure Bylaw No. 788, 2015.

CARRIED

d) Development Services

i. Development Services 2020 Second Quarter Report

Moved/Seconded

THAT the Development Services 2020 Second Quarter Report be received for information.

CARRIED

At 12:07 p.m. the Regular Council Meeting was recessed.

At 12:39 p.m. the Regular Council Meeting was reconvened.

e) Operations Department

i. Operations Department 2020 Second Quarter Report

Moved/Seconded

THAT the Operations Department 2020 Second Quarter Report be received for information.

CARRIED

At 12:41 p.m. Councillor Zant left the meeting.

At 12:43 p.m. Councillor Zant returned.

Utility Right-of-Way, Crown Land Tenure Application

Moved/Seconded

THAT Council endorse an application for a utility right of way through a Crown land tenure application, in accordance with the *Land Act*, for the existing Waste Water Treatment Plant outfall pipe, situated on the Lillooet River adjacent to the property #34 -1850 Airport Rd.

CARRIED

ii. Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative Funding

Moved/Seconded

THAT Council allocates \$53,060 in the 2021 annual budget from Community Works Gas Tax funding as a matching contribution towards the purchase and installation of a Direct Current Fast Charger (DCFC) charging station for electric vehicles (EV) to be located at 1380 Aster Street.

CARRIED

f) Recreation Services

i. Recreation Services 2020 Second Quarter Report

Moved/Seconded

THAT the 2020 Pemberton & District Recreation Services Second Quarter Report be received for information.

CARRIED

g) Fire Department

i. Fire Department 2nd Quarter Report

Moved/Seconded

THAT the 2020 Pemberton Fire Rescue Second Quarter Report be received for information.

CARRIED

10. BYLAWS

a) 2020 Tax Sale Deferral Bylaw No. 886, 2020

Moved/Seconded

WHEREAS Ministerial Order M192, issued June 17, 2020, enables municipalities during the Provincial State of Emergency to adopt certain financial bylaws on the same day it receives Third Reading;

AND WHEREAS the Village of Pemberton is presenting a Bylaw for Council's consideration;

THEREFORE BE IT RESOLVED THAT the Village of Pemberton 2020 Tax Sale Deferral Bylaw No. 886, 2020 be given First, Second, Third and Fourth and Final Reading.

CARRIED

13. MAYOR'S Report

Mayor Richman reported on the following meetings and events:

- Meeting with MP Patrick Weiler and MLA Jordan Sturdy to discuss the Federal government's Safe Restart Agreement, an investment of over \$19 billion to aid in safe economic restart for provinces and territories. The Agreement includes investment in transit and financial support for municipalities;
- One-on-one meeting with MP Patrick Weiler to provide a guided tour of Pemberton and highlight the Village's reliance on funding to complete

- projects such as the Downtown Community Barn, Downtown Enhancement Project, and Soccer Fields at the Recreation Site;
- Squamish-Lillooet Regional District Board Meeting took place on July 22nd; items on the agenda included:
 - Implementation of Park Passes and reservation system by BC Parks at some of the higher-use Provincial Parks;
 - Adoption of security issuing bylaw for Transfer Station;
 - Affordable housing at Britannia Beach development;
 - Regional Growth Strategy Annual Report;
 - Pandemic response plan & business continuity plan;
 - Review of overtime compensation policy for management was deferred until the Fall;
 - New FireSmart educational video created by the BC Wildfire Service;
 - Investing in Canada Infrastructure Program
 - Support for the Catiline Creek mitigation project;
 - Paving of Highway 99 between One Mile Lake and the Lillooet River Bridge is currently taking place.
 - The Mayor's Task Force for COVID-19 Response and Recovery took place on July 27th; the survey developed by the Task Force is ongoing and will continue to be distributed so responses stay relevant, and highlighted that food security was a prevalent theme in the responses.
 - Expressed appreciation for Staff for the work that has been ongoing behind the scenes despite the pandemic, in particular the focus on Strategic Priorities and reporting out quarterly on each Department's progress.

Request for Letter of Support:

Mayor Richman advised that he has received correspondence from Jason Bob, N'Quatqua Housing Coordinator, dated July 27, 2020, seeking the Village's support for a funding application to BC Housing

Moved/Seconded

THAT a letter supporting N'Quatqua First Nation's funding application to BC Housing for member housing be issued on behalf of the Village.

CARRIED

14. COUNCILLORS' Reports

Councillor Craddock

Councillor Craddock reported on the following:

Pemberton Valley Dyking District Meeting; items on the agenda included:

- Arn Canal work near CN Bridge;
- Fish channel along Pemberton Creek has filled with gravel;
- Upcoming work on the Miller- Lillooet Dyke;
- Digital upgrades to Lillooet River Early Warning System;

Councillor Zant

Councillor Zant reported on the following:

- Tourism Pemberton meeting:
 - Planning for a potential second Raven Backcountry Festival in the Fall;
 - Discussion on traffic counters.
- Cemetery Committee meeting:
 - The cemetery has been receiving much-needed upgrades with the help of funding volunteer work;
 - A GoFundMe page has aided in funding support for the cemetery restoration project.

Councillor Noble did not report.

Councillor Antonelli did not report.

15. CORRESPONDENCE

a) For Action

None

b) For Information

- i. Dave Southam, District Manager, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, dated July 9, 2020, regarding implementation of non-motorized winter recreation zones on Crown Land.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

- ii. Ben Pires, dated July 21, 2020, regarding proposed name change, new flag and coat of arms for British Columbia.**

Moved/Seconded

THAT the correspondence be brought back for a topic of discussion at a Committee of the Whole Meeting in September 2020.

CARRIED

14. DECISION ON LATE BUSINESS

None required.

15. LATE BUSINESS

There was no late business for consideration.

16. NOTICE OF MOTION

There was no Notice of Motion.

17. QUESTION PERIOD

Dan Falloon, Pique Newsmagazine, inquired about the number of properties subject to tax sale.

18. IN CAMERA

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (g) Litigation and (k) provision of Municipal Services that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

CARRIED

19. MOVE IN CAMERA

At 2:30 p.m. Council moved In Camera and Councillor Antonelli left the meeting.

20. RISE FROM IN CAMERA

At 3:50 p.m. Council rose from In Camera without report.

21. ADJOURNMENT OF REGULAR COUNCIL MEETING

Moved/Seconded

THAT the Regular Council Meeting be adjourned.

CARRIED

At 3:51 p.m. the Regular Council Meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer