

**VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING MINUTES-**

Minutes for the **Committee of the Whole** of Council of the Village of Pemberton held Tuesday, September 21, 2021 at 1:00 p.m. via electronic means through a ZOOM Webinar. This is Meeting No. 218.

ATTENDING: Mayor Mike Richman
Councillor Ted Craddock
Councillor Leah Noble
Councillor Amica Antonelli
Councillor Ryan Zant

STAFF: Nikki Gilmore, Chief Administrative Officer
Lisa Pedrini, Manager of Development Services
Tom Csima, Manager of Operations & Projects
Avy Woo, Chief Building Official
Chris Derouin, Building Official
Cameron Chalmers, Contract Planner
Colin Brown, Planner
Emily White, Executive Assistant & HR Coordinator
Nikki Segovia, Building & Planning Clerk
Gwendolyn Kennedy, Legislative Assistant

DELEGATIONS: Rob Ringma, BC Transit

PUBLIC: 2

MEDIA: 1

Please Note: This meeting was held electronically, and all members of Council, Staff and Public attended through electronic means. A recording of the meeting was made available to the public & media.

1. CALL TO ORDER

At 1:02 p.m. Mayor Richman called the September 21, 2021 Committee of Whole 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) Committee of the Whole Meeting No. 217, Tuesday, August 31, 2021

Moved/Seconded

THAT the minutes of Committee of the Whole Meeting No. 217, held Tuesday, August 31, 2021, be adopted as circulated.

CARRIED

At 1:03 p.m. Avy Woo, Chief Building Official, Lisa Pedrini, Manager of Development Services and Chris Derouin, Building Official joined the meeting.

4. Draft Building Bylaw

Chief Building Official Avy Woo presented a report summarizing the changes encompassed in the draft building bylaw, noting that most are purely administrative, included to clarify language and to align the bylaw with the model bylaw provided by the Municipal Insurance Association of British Columbia. In addition to the text and format changes, improvements were made to provide greater clarity on issues including occupancy, pools and ponds, tents, permit and application expiry dates, and Stop Work, Work without Permit, Do Not Occupy, and Unsafe to Occupy orders.

Ms. Woo noted that although the Energy Step Code steps remain unchanged, language regarding commercial buildings was clarified. Ms. Woo requested the Committee's endorsement to proceed with industry consultation regarding the possibility of adding reference to the Energy Step Code for Part 3 buildings in the future.

Councillors requested clarification regarding the impact of residential pools on residents' annual utilities costs.

Councillors expressed concern regarding the following elements of the bylaw:

- permit requirements for seasonal above-ground pools;
- regulation of tents;
- permit expiry dates; and
- construction-cost based fees.

Moved/Seconded

THAT the Committee of the Whole recommend to Council that Staff be directed to proceed with stakeholder consultation regarding referencing the Energy Step Code for Part 3 buildings.

CARRIED

Moved/Seconded

THAT the Committee of the Whole recommend to Council that Chris Derouin be appointed to the position of Plumbing Official for the Village.

CARRIED

At 1:43 p.m. Ms. Woo, Ms. Pedrini, and Mr. Derouin left the meeting.

At 1:44 p.m. Rob Ringma joined the meeting.

5. DELEGATION

a) Rob Ringma, Senior Manager, Government Relations – BC Transit Update

Rob Ringma presented to the Committee an update regarding ridership and performance in the Pemberton transit system, discussed current fare review options, and summarized the progress made toward regional transit service since 2017. Mr. Ringma noted that Pemberton, like the rest of the province, saw a significant drop in ridership and a corresponding reduction in revenue due to the impacts of COVID-19. However, local ridership in Pemberton has recovered to the level of ridership in 2021, a positive indicator for recovery of revenue and the future of the service.

Mr. Ringma noted that fares were frozen in 2020 due to COVID-19, and provincial support was linked to a 2.3% per year cap on fare increases for three years. BC Transit is currently reviewing the fare strategy. Pemberton's next opportunity for fare review will be in 2023.

Mr. Ringma indicated that there is renewed optimism for regional transit and that he will advocate for Pemberton in discussions of regional transit service.

At 2:03 p.m. Mr. Ringma left the meeting.

6. Electronic Meetings – Response to COVID-19 Legislated Changes

Gwendolyn Kennedy presented to the Committee a summary of the legislated changes regarding electronic meetings that will come into effect on September 29th, 2021 and outlined the challenges the Village faces with respect to the future use of electronic meeting formats. Ms. Kennedy discussed three (3) options for the format of future meeting and sought the Committee's input regarding potential amendments to Council Procedures Bylaw No. 788, 2015.

Vaccine Passports and Council Meetings:

Councillors requested clarification regarding the need for vaccine passports and masks for meeting attendance and regarding the timeline for completing an amendment to Council Procedures Bylaw No. 788, 2015, and for resolving video conferencing technology issues.

Moved/Seconded

THAT Committee of the Whole recommends to Council that Staff seek a legal opinion with respect to whether the Village can require Council, Staff and the Public to show proof of vaccine (Vaccine Passport) to attend Council, Committee or Commission meetings.

CARRIED

Electronic Meeting Discussion:

Councillors acknowledged the potential benefits of electronic meetings including enhanced accessibility and transparency and expressed concern regarding the risk that, should remote attendance at Council meetings become routine in the absence of restrictions, some Councillors may become less engaged.

Moved/Seconded

THAT the Committee of the Whole recommends to Council that Mayor Richman bring forward a request from the Village to use the SLRD Board Meeting Room for Council, Committee and Commission meetings.

CARRIED

Moved/Seconded

THAT the Committee of the Whole recommends to Council that Staff be directed to draft an amendment to Council Procedures Bylaw No. 788, 2015, to permit electronic attendance at Council, Committee, and Commission meetings, for review at a future Committee of the Whole Meeting.

CARRIED

Moved/Seconded

THAT the Committee of the Whole recommends to Council that Staff be directed to present at a future meeting of Council recommendations for meeting space along with suitable hardware and software for the facilitation of electronic meetings.

CARRIED

Further discussion took place with respect to attendance requirements should it be determined to move to an electronic or hybrid model. At issue was whether there should be a limit on the number of meetings a Council Member can attend electronically or establish a minimum number of meetings a member must attend

in person each year. It was agreed that for the immediate future it would be appropriate to not establish limits but to revisit this element on a regular basis.

Moved/Seconded

THAT the Committee of the Whole recommends to Council that Staff be directed to prepare a draft Procedure Bylaw in which Council and staff may attend unlimited number of meetings by electronic means; and that upon adoption the new Procedures bylaw be brought back for review in six months.

CARRIED

7. ADJOURNMENT

Moved/Seconded

THAT the September 21, 2021, Committee of Whole meeting be adjourned at 3:10 p.m.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer