

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

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, November 2, 2021 in Council Chambers at 7400 Prospect Street and via electronic means through a ZOOM Webinar. This is Meeting No. 1549.

---

**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  
Lyndsey Anic, Bylaw Administrative Assistant  
Gwendolyn Kennedy, Legislative Assistant

**Public:** 2

**MEDIA:** 0

**\* ATTENDED ELECTRONICALLY**

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

---

**1. CALL TO ORDER**

At 5:31pm 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 circulated.

**CARRIED**

**3. RISE WITH REPORT FROM IN CAMERA**

#### **4. ADOPTION OF MINUTES**

##### **a) Regular Council Meeting No. 1547, Tuesday, October 19, 2021**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1547, held Tuesday, October 19, 2021, be approved as circulated.

**CARRIED**

##### **b) Special Council Meeting No. 1548, Thursday, October 21, 2021**

Moved/Seconded

**THAT** the minutes of Special Council Meeting No. 1548, held Thursday, October 21, 2021, be approved as circulated.

**CARRIED**

#### **5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING**

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

##### **a) Recommendations from the Committee of the Whole Meeting No. 219 held on Tuesday, October 19, 2021:**

###### **BC Social Procurement Initiative**

Moved/Seconded

**THAT** Staff be directed to enroll the Village with the British Columbia Social Procurement Initiative.

**CARRIED**

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

There were no committee minutes to be received.

#### **8. DELEGATIONS**

There were no delegations to be received.

#### **9. STAFF REPORTS**

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

###### **i. Verbal Report**

**(a) Soccer Field Lights Update**

CAO Gilmore provided an update on the status of the lights for the soccer field, noting that the Village is in the process of finalizing the right-of-way agreement with BC Hydro and that once this step has been concluded, the lights will be connected. As lighting of the first field was not in the original plans, there is no firm timeline for connecting the lights. Ms. Gilmore confirmed that the lights would be controlled by a programmable switch.

Ms. Gilmore noted that the second soccer field will not be in use until the roots have established, most likely by fall of 2022 but possibly as early as June.

Moved/Seconded

**THAT** the Chief Administrative Officer's verbal report be received.

**CARRIED**

**(b) Childcare Spaces Funding Application Update**

CAO Gilmore informed Council that Staff received notice last week that a new application would be required by November 16<sup>th</sup> for the Village to be considered for funding for childcare spaces under the New Spaces Fund. Ms. Gilmore stated that the new application would include cost increases that have developed since the original application was submitted and explained that Staff have prepared a rationale for costs exceeding the \$40,000 cap per space. Ms. Gilmore noted that the application is in process and that a Council resolution, if required, could be submitted after the application deadline.

Mayor Richman requested that, after submission of the application, follow up correspondence be sent to the Honourable Katrina Chen, Minister of State for Childcare.

Moved/Seconded

**THAT** the Chief Administrative Officer's verbal report be received.

**CARRIED**

**b) Corporate & Legislative Services**

**i. 2022 Committee & Liaison Appointments**

**Parcel Tax Review Panel:**

Moved/Seconded

**THAT** Councillor Antonelli, Councillor Noble and Councillor Zant be re-appointed as the Village of Pemberton representatives to the Parcel Tax Review Panel.

**CARRIED**

**Emergency Planning & Operations Committee:**

Moved/Seconded

**THAT** Councillor Noble be re-appointed as the Village of Pemberton representative to the Emergency Planning & Operations Committee;

**AND THAT** Councillor Zant be appointed as the Village of Pemberton alternate representative to the Emergency Planning & Operations Committee.

**CARRIED**

**Cemetery Committee:**

Moved/Seconded

**THAT** Councillor Zant be re-appointed as the Village of Pemberton representative to the Cemetery Committee;

**AND THAT** Councillor Antonelli be re-appointed as the Village of Pemberton alternate representative to the Cemetery Committee.

**CARRIED**

**Squamish-Lillooet Regional District Board Appointment:**

Moved/Seconded

**THAT** Mayor Mike Richman be re-appointed as the Village of Pemberton representative to the Squamish-Lillooet Regional District Board;

**AND THAT** Councillor Ryan Zant be re-appointed as the Village of Pemberton alternate to the Squamish-Lillooet Regional District Board.

**CARRIED**

**Pemberton Valley Utilities and Services Committee:**

Moved/Seconded

**THAT** Mayor Mike Richman and Councillor Ryan Zant be re-appointed as the Village of Pemberton representatives to the Pemberton Valley Utilities & Services Committee.

**CARRIED**

**Sea to Sky Regional Hospital District Board:**

Moved/Seconded

**THAT** Mayor Mike Richman be re-appointed as the Village of Pemberton representative to the Sea to Sky Regional Hospital District Board;

**AND THAT** Councillor Ryan Zant be re-appointed as the Village of Pemberton alternate to the Sea to Sky Regional Hospital District Board.

**CARRIED**

**Pemberton Lillooet Treaty Advisory (PLTAC):**

Moved/Seconded

**THAT** Mayor Mike Richman be re-appointed as the Village of Pemberton representative to the Pemberton Lillooet Treaty Advisory Committee;

**AND THAT** Councillor Ryan Zant be re-appointed as the Village of Pemberton alternate to the Pemberton Lillooet Treaty Advisory Committee.

**CARRIED**

**Pemberton & District Library Board:**

Moved/Seconded

**THAT** Councillor Zant be re-appointed as the Village of Pemberton representative to the Pemberton & District Library Board;

**AND THAT** Councillor Noble be re-appointed as the Village of Pemberton alternate to the Pemberton & District Library Board.

**CARRIED**

**Spelkúmtn Community Forest Board:**

Moved/Seconded

**THAT** Mayor Mike Richman and Councillor Ted Craddock be re-appointed as the Village of Pemberton representatives to the Spelkúmtn Community Forest Interim Board.

**CARRIED**

**Municipal Insurance Association of BC:**

Moved/Seconded

**THAT** Councillor Craddock be re-appointed as the Village of Pemberton representative to the Municipal Insurance Association of BC;

**AND THAT** Councill Antonelli be re-appointed as the Village of Pemberton alternate to the Municipal Insurance Association of BC.

**CARRIED**

**Liaison to other Community Committees:**

Moved/Seconded

**THAT** Councillor Antonelli be named as liaison to the Squamish-Lillooet Regional District Agriculture Advisory Committee;

**AND THAT** Councillor Noble be named as liaison to the Pemberton Valley Trails Association;

**AND THAT** Councillor Craddock be named as liaison to Tourism Pemberton;

**AND THAT** Councillor Antonelli be named as alternate liaison to Tourism Pemberton;

**AND THAT** Councillor Craddock be named as liaison to the Pemberton Valley Dyking District.

**CARRIED**

Moved/Seconded

**THAT** the 2021 Acting Mayor Schedule be approved as established in 2021.

**CARRIED**

**ii. Community Enhancement Fund Contributions - Lil'wat Christmas Bureau and Pemberton Food Bank Christmas Hamper Program**

Moved/Seconded

**THAT** a contribution of \$250 each be allocated to the Lil'wat Christmas Bureau and the Pemberton Food Bank Hamper Program from the Community Enhancement Fund.

**CARRIED**

**c) Finance**

**i. TD Bank Borrowing Resolution**

Moved/Seconded

**THAT** Council of the Village of Pemberton authorizes staff to make application for TD Visa Credit Cards with a borrowing limit of \$50,000.00;

**AND THAT** Council of the Village of Pemberton approve a Borrowing Resolution for securing the business credit cards.

**CARRIED**

At 6:03pm Bylaw Administrative Assistant Lyndsey Anic joined the meeting.

## **10. BYLAWS**

### **a) Bylaws for First, Second, and Third Readings**

- i. Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016, Amendment Bylaw No. 915, 2021**

Moved/Seconded

**THAT** Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016, Amendment (Household Waste) Bylaw No. 915, 2021, receive First, Second, and Third Readings.

**CARRIED**

At 6:06pm Ms. Anic left the meeting.

- ii. Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Building Official Definition) Bylaw No. 916, 2021**

Moved/Seconded

**THAT** Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Building Official Definition) Bylaw No. 916, 2021, receive First, Second, and Third Readings.

**CARRIED**

## **11. Mayor's Report**

Mayor Richman reported on the Squamish-Lillooet Regional District Board meetings held last week:

- A regular update from BC Hydro regarding the Bridge River project was received.
- A delegation from Metro Vancouver Regional District provided an update regarding the regional growth strategy;
- A delegation from Translink presented a report of the Transport 2050 Phase 3 engagement process.
- A Committee of the Whole workshop provided opportunity for discussion of the allocation of Payment In Lieu of Taxes from BC Hydro.
- An update report from the Regional Business Liaison Officer was received.
- Britannia Beach Developments received a temporary use permit for establishment of a sales centre.

- \$38,000 in gas tax funds was allocated to Minto Communications to connect remote parts of Area A to broadband.

Mayor Richman provided an update on progress regarding the demand study for regional transit, which will now include Translink for interconnectivity with Metro Vancouver, noting that he will continue to advocate for regional transit in the Pemberton area.

Mayor Richman thanked Pemberton Fire Rescue for a spectacular Halloween fireworks display, commenting that this year's display was the best yet and was a positive event for the community.

Mayor Richman informed Council that he regrets that he will not be able to participate in this year's Remembrance Day activities as he will be travelling. Acting Mayor Noble will lay the wreath in his absence.

## **12. Councillors' Reports**

### **Councillor Craddock reported on the following:**

- Participated in the Halloween activities in The Glen neighbourhood. It was a wonderful community event and the block party of the year. Councillor Craddock distributed treats to record 385 trick-or-treaters. Councillor Craddock thanked Pemberton Fire Rescue and the RCMP for their efforts to ensure the event was held safely and noted the success of the fireworks display put on by Pemberton Fire Rescue.

### **Councillor Zant reported on the following:**

- Will attend the Library Board Meeting on November 4<sup>th</sup>.
- Has noted the RCMP presence in the school zone and the reduction in the number of speeding motorists.
- Attended Halloween in The Glen neighbourhood with his children and concurred with Councillor Craddock that it was the block party of the year. Councillor Zant thanked Pemberton Fire Rescue for the fireworks display, saying that the event was fun for all.

**Councillor Noble did not report.**

**Councillor Antonelli did not report.**

## **13. CORRESPONDENCE**

There was no correspondence for receipt.

#### **14. DECISION ON LATE BUSINESS**

There was no late business.

#### **15. LATE BUSINESS**

#### **16. NOTICE OF MOTION**

There was no notice of motion.

#### **17. QUESTION PERIOD**

There were no questions from the gallery.

#### **18. IN CAMERA**

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (c) employee relations and (k) negotiations and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

**CARRIED**

At 6:31pm Council moved in camera.

#### **19. RISE WITH REPORT**

At 6:40pm Council rose with report on the following items from the October 19<sup>th</sup> In Camera meeting:

##### **a) Council Remuneration**

**THAT** Staff be directed to research remuneration for Council members and bring forward a report for discussion during 2022 budget deliberations.

##### **b) 1929 Stonecutter Place**

**THAT** Council approves the use of the Village's portion of 1929 Stonecutter Place for staging and potential temporary transfer station by the Squamish-Lillooet Regional District;

**AND THAT** the Squamish-Lillooet Regional District be fully responsible for undertaking any remediation and reclamation of the site at the end of the term;

**AND THAT** no rental fees be charged.

## **20. AJOURNMENT**

Moved/Seconded

**THAT** the Regular meeting be adjourned.

**CARRIED**

At 6:41pm the Regular Council Meeting was adjourned.

---

Mike Richman  
Mayor

---

Sheena Fraser  
Corporate Officer