

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

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, March 8, 2022 at 1:00pm via electronic means through a ZOOM Webinar. This is Meeting No. 1557.

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

**STAFF IN ATTENDANCE:** Sheena Fraser, Acting Chief Administrative Office  
Gwendolyn Kennedy, Acting Manager of Corporate & Legislative Services  
Scott McRae, Manager of Development Services  
Thomas Sikora, Manager of Finance  
Tom Csima, Manager of Operations and Projects  
Lisa Pedrini, OCP Planner  
Vinka Hutchinson, Communications & Grant Coordinator

**PUBLIC:** 16

**MEDIA:** 1

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

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**1. CALL TO ORDER**

At 1:02pm Mayor Richman called the meeting to order and advised that pursuant to section 10 (a) of the Village of Pemberton Council Procedure Bylaw No. 788, 2015 this meeting will be held electronically with no in-person attendance.

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. IN CAMERA**

**THAT** the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (d), security of the property of the municipality, €, acquisition, disposition, or expropriation of land or improvements, (g), litigation, (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.

At 1:02pm Council moved in camera.

### **3. RECESS REGULAR MEETING**

At 3:00pm the Regular meeting was recessed.

### **4. RECONVENE REGULAR MEETING**

At 5:34pm the Regular meeting was reconvened.

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.

At 5:34pm past Chief Administrative Officer Nikki Gilmore joined the meeting. Mayor Richman and Councillors thanked Ms. Gilmore for her dedication, integrity, and leadership during her years of service with the Village.

At 5:41pm the regular meeting was recessed for the public budget information session.

At 5:55pm the regular meeting was reconvened.

### **5. APPROVAL OF AGENDA**

Moved/Seconded

**THAT** the Agenda be approved as circulated.

**CARRIED**

### **6. RISE WITH REPORT FROM IN CAMERA**

### **7. ADOPTION OF MINUTES**

#### **a) Regular Council Meeting No. 1555, Tuesday, February 15, 2022**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1555, held Tuesday, February 15, 2022, be approved as circulated.

**CARRIED**

#### **b) Special Council Meeting No. 1556, Tuesday, March 1, 2022**

Moved/Seconded

**THAT** the minutes of Special Council Meeting No. 1556, held Tuesday, March 1, 2022, be approved as circulated.

**CARRIED**

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

There was no business arising.

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

Recommendation from Committee of the Whole Meeting No. 225 held Tuesday, February 22, 2022:

### **Review of Airport Operations**

Moved/Seconded

**THAT** Staff be directed to bring back to a future Committee of the Whole meeting a review of airport operations, including consideration of delegating management of airport operations to an airport society.

**CARRIED**

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

## **11. DELEGATIONS**

## **12. STAFF REPORTS**

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

#### **ii. Verbal Report**

There was no verbal report from the Acting Chief Administrative Officer.

#### **iii. Federal Active Transportation Fund – Friendship Trail: Pemberton Farm Road East Connector**

Moved/Seconded

**THAT** the Village of Pemberton's application to the Federal Active Transportation Fund, up to an amount of \$401,400, to fund the completion the Friendship Trail: Pemberton Farm Road East Connector be supported.

**CARRIED**

Moved/Seconded

**THAT** an amount up to \$175,600 be allocated from Gas Tax Community Works and COVID Restart Funds to cover the Village's contribution of the project.

**CARRIED**

Acting CAO Fraser noted that elimination of asphalt, line painting, and light posts from the scope of the project does not align with the Village's trail standards and Cycling Network Plan. Should the Village be unsuccessful in the grant application, consideration of the scope of the project, including discussion of the elimination of these elements, would be brought back to Council at a future meeting.

Moved/Seconded

**THAT** Should the application to the Federal Active Transportation Fund be unsuccessful an amount up to \$302,000 be allocated from the gas tax fund and the COVID-19 Restart Fund for the Village's share of the cost of completing the project, with removal of the asphalt, line painting, and light posts from the scope of the project.

**CARRIED**

**iv. Signing Authority Rescinding**

Moved/Seconded

**THAT** Ms. Nikki Gilmore be removed as an administrative signing authority on the Village of Pemberton TD Bank account (s), the Village of Pemberton Scotiabank account (s) and the North Shore Credit Union account (s);

**AND THAT** Ms. Nikki Gilmore be removed as a signing authority on all authorizations from Municipal Finance Authority by the Village of Pemberton.

**CARRIED**

**c) Corporate & Legislative Services**

**ii. Appointment of Chief Election Officer – 2022 General Local Elections**

Moved/Seconded

**THAT** pursuant to sections 58 (1) and 58 (2) of the *Local Government Act*, Gwendolyn Kennedy be appointed chief election officer for conducting the 2022 general local elections with power to appoint other election officials as required for the administration and conduct of the 2022 general local elections.

**CARRIED**

**iii. 2022 Election Cost Sharing Agreement – Village of Pemberton and School District No. 48 (Sea to Sky)**

Moved/Seconded

**THAT** the election cost sharing agreement between the Village of Pemberton and School District No. 48 (Sea to Sky) be approved as presented;

**AND THAT** the Mayor and Acting Chief Administrative Officer be authorized to sign the agreement.

**CARRIED**

**d) Development Services**

**i. Official Community Plan Update: Project Work Plan and OCP Advisory Committee Terms of Reference**

Moved/Seconded

**THAT** Council endorses the Official Community Plan (OCP) Update - Project Work Plan as presented.

**CARRIED**

Moved/Seconded

**THAT** Council supports the proposed Terms of Reference for the OCP Advisory Committee as presented.

**CARRIED**

**ii. Community Climate Action Plan Finalized for Consideration of Adoption**

Moved/Seconded

**THAT** Council adopts the 2022 Community Climate Action Plan, as presented.

**CARRIED**

Moved/Seconded

**THAT WHEREAS** the earth is currently on track to warm by more than 3 degrees Celsius; and

**WHEREAS** an October 8, 2018 report from the Intergovernmental Panel on Climate Change (IPCC) finds that it is necessary to limit global warming to 1.5 degrees Celsius, rather than 2 degrees as previously understood, and that doing so “would require rapid, far-reaching and unprecedented changes in all aspects of society,”; and

**WHEREAS** the costs to the Village of Pemberton for mitigating and adapting to the impacts of climate change – including, flooding, wildfire risk, and extreme precipitation – are significant; and

**WHEREAS** the Village of Pemberton has already resolved as a signatory to the BC Climate Action Charter to become carbon neutral in respect of their operations by 2012, measure and report on their community’s greenhouse gas emissions profile and create complete, compact, more energy efficient urban and rural communities; and

**WHEREAS** the Village has committed, as a member municipality signatory to the SLRD Regional Growth Strategy, to substantially reduce greenhouse gas emissions and ensure decision making is structured to achieve greenhouse gas reduction targets and build climate resilience for climate change; and

**WHEREAS** the Village of Pemberton's youth presented the Mayor and Council with a Climate Action Petition in 2020 that demanded that the students at Pemberton Secondary School, as future stewards of this community, be included as stakeholders in climate action to preserve the health and livability of our planet for future generations.

**THEREFORE BE IT RESOLVED**

**THAT** Council recognizes with grave concern that climate change constitutes a crisis/emergency for the Village of Pemberton; and,

**THAT** the Village of Pemberton shall adopt a Community Climate Action Plan that recognizes our urgent need to lower our territorial greenhouse gas emissions and transition to a low-carbon, climate resilient future; and,

**THAT** Council shall commit to continuing to develop policy and demonstrate courage and leadership that directs meaningful action on the Village of Pemberton's Climate Emergency Declaration; and

**THAT** the Climate Change impacts shall be prioritized and noted as a key consideration of all future Village Staff reports and operations; and

**THAT** Council direct Staff to engage the community on the implementation of the Community Climate Action Plan and to partner with stakeholders to undertake its recommended actions to the best of their abilities and capacity, and report back on its success;

**AND THAT COUNCIL** support future budgets and work plans that reflect the urgency of climate change and prioritize taking action locally on both mitigation and adaptation and tracking and reducing the Village's own corporate emissions.

**CARRIED**

Moved/Seconded

**THAT WHEREAS** The Federation of Canadian Municipalities (FCM) and ICLEI–Local Governments for Sustainability (ICLEI Canada) have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

**WHEREAS** over 350 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

**WHEREAS** the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction

target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

**THEREFORE BE IT RESOLVED** that the municipality of Village of Pemberton review the guidelines on PCP Member Benefits and Responsibilities and then communicate to FCM and ICLEI Canada its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

**BE IT FURTHER RESOLVED** that the municipality of Village of Pemberton appoint a Council Member and a Staff Member to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

**CARRIED**

Moved/Seconded

**THAT** the establishment of a new position within the Village of Pemberton to oversee the implementation, monitoring and future updates of the Climate Action Plan be included as part of the 2023 budget deliberation process.

**CARRIED**

### **13. BYLAWS**

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

##### **i. Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Fee Waivers) Bylaw No. 923, 2022**

Moved/Seconded

**THAT** Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Fee Waivers) Bylaw No. 923, 2022, receive First, Second and Third Readings.

**CARRIED**

Moved/Seconded

**THAT** Staff be directed to prepare a draft policy setting out how an organization may apply for a reduction, refund, or waiving of fees, and present the draft policy to Council for review and adoption at a future regular meeting of Council.

**CARRIED**

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

Mayor Richman attended the following meetings and events:

- A community resiliency-building workshop led by Veronica Woodruff, attended by emergency management staff and elected officials from Lil'wat Nation, Squamish-Lillooet Regional District, Village of Pemberton, and the Pemberton Valley Dyking District.

- A meeting with mayors from Squamish and Whistler, Chief Dean Nelson, Squamish-Lillooet Regional District Chair, MLA Jordan Sturdy, and MP Patrick Weiler. Discussion focused on community climate action plans.
- Squamish-Lillooet Regional District Board meetings:
  - The bike skills park was approved as part of the joint recreation service for Area C.
  - An application from Wedge Woods for affordable housing will move forward to next steps.
- Pemberton Valley Emergency Management Committee meeting:
  - Pole Yard Dyke work to commence once a contractor has been secured;
  - A recent study that highlights the challenges related to Grandmother Slough has been referred to Lil'wat Fisheries.
- Southwest Mayors Meeting, joined by new Minister of Municipal Affairs and Housing, the Honourable Nathan Cullen, and the Honourable Lisa Beare, Minister of Tourism, Arts and Culture:
  - Mayor Richman put forward some key issues of concern for Pemberton, including affordable housing, development pressures, childcare funding, emergency mitigation, and regional transit.

Mayor Richman is attending this evening's meeting from Langley, site of the basketball provincial championships. Mayor Richman thanked the community for donating generously to make this trip possible.

## 12. Councillors' Reports

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

- Attended the Pemberton Valley Dyking District (PVDD) meeting:
  - The future of the organization was discussed at a recent meeting with the Ministry of Municipal Affairs and Housing.
- Attended the Tourism Pemberton AGM.
  - The financial situation is strong.
  - 2021 projects and accomplishments were reviewed.
  - The Board of Directors remains the same.

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

- Today is International Women's Day. One theme is supporting more women in leadership.
- Thanked the Chamber of Commerce for its photo essay of women business leaders in Pemberton.

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

- Attended the Pemberton and District Public Library Board meeting:
  - Activities including chess, book clubs, and income tax workshops have resumed.
  - The library is now open on Saturdays and is considering adding Sundays to the schedule.



- New doors will be installed in April.
- A contractor is being sought for the new ramp.

**Councillor Noble did not report.**

### **13. CORRESPONDENCE**

#### **a) Correspondence for Action**

- i. Heather O'Hara, Executive Director, and Vicki Brown, President, Board of Directors, BC Association of Farmers' Markets, dated February 11, 2022, requesting that Council send a letter of support for ongoing funding of the Farmers' Market Nutrition Coupon Program to the Honourable Adrian Dix, Minister of Health.**

Moved/Seconded

**THAT** Council directs Staff to prepare a letter of support for ongoing funding of the Farmers' Market Nutrition Coupon Program to the Honourable Adrian Dix, Minister of Health, for Mayor Richman's signature.

**CARRIED**

- ii. Brianne Aldcroft, Principal, Pemberton Secondary School, and Tamsin Tarling, Chair, Pemberton Secondary School Parent Advisory Committee, dated February 14, 2022, requesting that the Village subsidize bus passes for Pemberton Secondary School students.**

Moved/Seconded

**THAT** the correspondence be referred to the Transit Committee, with a request that the Committee consider subsidizing bus passes for seniors and Pemberton Secondary School Students.

**CARRIED**

Moved/Seconded

**THAT** correspondence be sent thanking Pemberton Secondary School and the Parent Advisory Committee for their correspondence and advising that the request for subsidized bus passes for Pemberton Secondary School students will be referred to the Transit Committee for consideration.

**CARRIED**

- iii. Tracey Rozsypalek, Pemberton Soaring Centre Ltd., dated February 23, 2022, expressing concerns regarding winter maintenance at the airport.**

Moved/Seconded

**THAT** the correspondence from Ms. Rozsypalek be referred to Staff for response.

**CARRIED**

- iv. Cheeying Ho, Executive Director, and Shannon Gordon, Project Lead, Whistler Centre for Sustainability, dated March 2, 2022, requesting support for the Resort Municipality of Whistler's grant application to the UBCM Poverty Reduction Planning and Action Program to conduct an assessment and develop an action plan for enhancing regional food security and resiliency in the Sea to Sky.**

Moved/Seconded

**THAT** the Village of Pemberton supports the Resort Municipality of Whistler as the primary applicant to apply for, receive, and manage the UBCM grant funding for the development of an assessment and action plan for enhancing regional food security and resiliency in the Sea to Sky on our behalf.

**CARRIED**

- v. Kelsey Watson, Howe Sound Women's Centre Society, presenting a request that April be proclaimed Sexual Assault Awareness Month.**

Moved/Seconded

**THAT** Staff be directed to request additional information from Howe Sound Women's Centre and report back to Council at a future meeting of Council.

**CARRIED**

- vi. Claire Fuller, The Pemberton Community Coalition Campaigning CN Rail for Safe Pedestrian Access over the Lillooet River at Naylor Way, dated March 2, 2022, seeking a letter of support the Coalition's presentation and discussions with CN Rail.**

Moved/Seconded

**THAT** a letter of support be provided as requested.

**CARRIED**

- vii. Katrina Nightingale, Area C resident, dated March 3, 2022, presenting a letter from concerned citizens asking the Village to declare a Climate Emergency and number among the 2,082 jurisdictions in 38 countries who have already done so.**

Moved/Seconded

**THAT** Staff respond to Ms. Nightingale providing information regarding the Village's declaration of a climate emergency.

**CARRIED**

- viii. Justice Nitya Iyer, Commission Chair, BC Electoral Boundaries Commission, dated March 3, 2022, extending an invitation to the Village to express views on the province's current electoral district boundaries.**

Moved/Seconded

**THAT** the correspondence be referred to a Committee of the Whole meeting in April for consideration.

**CARRIED**

**ix. Correspondence Regarding the Proposed Harrow Road Affordable Housing Project**

(a) Kaylah and Dave Hale, Village residents, dated February 20, 2022, in opposition to the proposed Harrow Road affordable housing project.

(b) Ryan Watts, Village resident, dated February 21, 2022, in opposition to the proposed Harrow Road affordable housing project.

(c) Brooke Zuj and Graham Page, Village residents, dated February 22, 2022, in opposition to the proposed Harrow Road affordable housing project.

(d) Derek Walton, Village resident, dated February 23, 2022, in opposition to proposed Harrow Road affordable housing project.

(e) Stu and Suzanne Osborne, Village residents, dated February 27, 2022, in opposition to the proposed Harrow Road affordable housing project.

(f) Bill Bishop, Village resident, dated March 3, 2022, in opposition to the proposed Harrow Road affordable housing project.

(g) Mike and Michaela Nelson, Village residents, dated March 4, 2022, in opposition to the proposed Harrow Road affordable housing project.

(h) Deb and Tim Kernohan, Village residents, dated March 4, 2022, in opposition to the proposed Harrow Road affordable housing project.

Moved/Seconded

**THAT** correspondence be sent thanking the letter writers for their comments, advising of the approval process for the project, and assuring the correspondents that their comments will receive consideration when the application is reviewed.

**CARRIED**

**x. Correspondence Regarding the Non-Farm Use Application to the ALC for the property located at 1641 Airport Road**

- (a) Jane Millen, Whistler resident, dated February 21, 2022, in opposition to the Non-Farm Use application to the Agricultural Land Commission for the proposed RV park at 1641 Airport Road.**
- (b) Jacynte Leroux, Pemberton resident, dated February 28, 2022, in opposition to the Non-Farm Use application to the Agricultural Land Commission for the proposed RV park at 1641 Airport Road.**
- (c) Dagmar Hungerford, Village resident, dated March 3, 2022, in opposition to the Non-Farm Use application to the Agricultural Land Commission for the proposed RV park at 1641 Airport Road.**
- (d) Robert Hungerford, Village resident, dated March 3, 2022, in opposition to the Non-Farm Use application to the Agricultural Land Commission for the proposed RV park at 1641 Airport Road.**

Moved/Seconded

**THAT** correspondence be sent advising of the approval process for the project, noting that the Village has not given its approval of the proposal, and that the comments received will be considered in the course of the application review, should it proceed beyond the ALC application.

**CARRIED**

**b) Correspondence for Information**

- i. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated February 17, 2022, highlighting the Canada Learning Bond as a new way to access funding for post-secondary education.**
- ii. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated February 17, 2022, announcing that the Government of Canada intends to introduce legislation to invest up to \$750 million to support municipalities facing transit operating shortfalls, in collaboration with provinces and territories, to help cities maintain service levels despite decreased ridership due to the pandemic.**
- iii. Martin Johansen, Mayor, Town of Oliver, dated February 22, 2022, addressed to Mr. Richard Cannings, MP, South Okanagan-West Kootenay, in support of the BC Wildfires Petition originally from the District of Lillooet.**

- iv. Mike Morden, Mayor, Maple Ridge, dated February 28, 2022, addressed to the Honourable Adrian Dix, Minister of Health, presenting a resolution requesting that all individuals be permitted access to civic recreation facilities without restrictions to minimize social isolation and promote mental health.**

Moved/Seconded

**THAT** the correspondence be received.

**CARRIED**

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

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

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

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

Niki Vankerk, Village resident, requested clarification regarding the definition of affordable housing.

Kayla Hale, Village resident, asked for information regarding the tax implications of waiving fees and granting tax exemptions for affordable housing developments.

Ms. Hale asked about the referral process for development applications and requested clarification regarding the forwarding of correspondence to the Pemberton Valley Dyking District.

Katrina Nightingale, Area C resident, asked if the Village could showcase the green initiatives that area residents are already undertaking.

A question was submitted to the Q & A forum regarding requiring new commercial and multi-family developments to include heat pumps and e-v chargers.

Stu Osborne, Village resident, asked if the Village will be provided with the results of the survey carried out by Sea to Sky Community Services.

Jacynte Leroux, Pemberton resident, asked if consideration has been given to banning large open fires of the type used to burn farm and yard waste.

Niki Vankerk asked for clarification regarding how the Village can ensure that affordable housing is maintained over time.

## 18. ADJOURNMENT

Moved/Seconded

**THAT** the Regular meeting be adjourned.

**CARRIED**

At 7:59pm the Regular Council Meeting was adjourned.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer