

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, June 7, 2022 at 3:00pm in Council Chambers located at 7400 Prospect Street and via electronic means by ZOOM webinar. This is Meeting No. 1563.

This meeting is being recorded as authorized by the [Video Recording & Broadcasting of Open Meetings Policy](#).

Instructions for public participation at the meeting remotely by ZOOM webinar can be found [here](#). Link to the Zoom Webinar: <https://us02web.zoom.us/j/87180570679>

Item of Business	Page No.
1. CALL TO ORDER REGULAR MEETING at 3:00pm	
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	
Recommendation: THAT the meeting is closed to the public in accordance with the <i>Community Charter</i> Section 90 (1) (e) acquisition, disposition, or expropriation of land or improvements, (k) negotiations, and (i) receipt of advice that is subject to solicitor-client privilege and related discussions that in the view of Council could reasonably be expected to harm the interests of the municipality if held in public.	
3. RECESS REGULAR MEETING	
4. RECONVENE REGULAR MEETING at 5:30pm	
5. APPROVAL OF AGENDA	1
Recommendation: THAT Council approves the agenda as presented.	
6. RISE WITH REPORT FROM IN CAMERA	
7. ADOPTION OF MINUTES	
a) Regular Council Meeting No. 1561, Tuesday, May 17, 2022	4
Recommendation: THAT Council approves the minutes of Regular Council Meeting No. 1561, held Tuesday, May 17, 2022 as circulated.	
b) Special Council Meeting No. 1562, Thursday, May 19, 2022	13
Recommendation: THAT Council approves the minutes of Special Council Meeting No. 1562, held Thursday, May 19, 2022, as circulated.	
8. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
9. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
10. COMMITTEE MINUTES - FOR INFORMATION	

11. DELEGATION

- a) RCMP Annual Update

12. STAFF REPORTS

- a) Office of the Chief Administrative Officer

- i. Verbal Report

Recommendation: THAT Council receives the Chief Administrative Officer's verbal report.

- ii. Appointment of the Chief Administrative Officer and Financial Signing Officer for the Village of Pemberton

15

Recommendation One: Acting Chief Administrative Officer Appointment Rescind

THAT the appointment of Sheena Fraser, as Acting Chief Administrative Officer, be rescinded effective Monday, June 13, 2022.

Recommendation Two: Chief Administrative Officer Appointment

THAT Ms. Elizabeth Tracy be appointed Chief Administrative Officer for the Village of Pemberton effective Monday, June 13, 2022.

AND THAT Ms. Elizabeth Tracy be appointed:

- a) Chief Administrative Officer with the duties and responsibility assigned under Section 147 of the Community Charter and Village of Pemberton Chief Administrative Officer Bylaw No. 682, 2011;
- b) Airport Manager,
- c) A Financial Signing Officer for the Village.

13. BYLAWS

- a) Bylaws for First, Second, and Third Readings

- i. Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment (Schedule A) Bylaw No. 931, 2022

18

Recommendation: THAT Council gives first, second, and third readings to Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment (Schedule A) Bylaw No. 931, 2022.

14. MAYOR'S Report

- a) Correspondence from Dawn Johnson, Stewardship Pemberton Society, presenting a proposal for development of the Agricultural Park.

23

15. COUNCILLORS' Reports

16. CORRESPONDENCE

a) Correspondence for Information

- i. Peter Skeels, Village resident, dated May 13, 2022, advising that the Village consider potential noise issues related to pickleball.** 26
- ii. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated May 17, 2022, announcing public consultation to develop Canada's first National Adaptation Strategy, a whole-of-society blueprint for coordinated action across the country, ensuring communities and Canadians are prepared for the impacts of climate change.** 28
- iii. Jessie Abraham, Sea to Sky Community Services, dated May 22, 2022, thanking Mayor and Council for considering the Harrow Road development at the Committee of the Whole meeting held on May 17th.** 30

Recommendation: THAT the correspondence be received.

17. DECISION ON LATE BUSINESS

18. LATE BUSINESS

19. NOTICE OF MOTION

20. QUESTION PERIOD

31

21. IN CAMERA

Recommendation: THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (e) acquisition, disposition, or expropriation of land or improvements, (k) negotiations, and (i) receipt of advice that is subject to solicitor-client privilege and related discussions that in the view of Council could reasonably be expected to harm the interests of the municipality if held in public.

22. RISE WITH REPORT

23. ADJOURNMENT OF REGULAR COUNCIL MEETING

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, May 17, 2022 at 4:00pm in Council Chambers located at 7400 Prospect Street and via electronic means through a ZOOM Webinar. This is Meeting No. 1561.

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
Cameron Chalmers, Consulting Planner
Christine Burns, Recreation Services Manager
Colin Brown, Planner II

PUBLIC: 0

MEDIA: 1

A recording of the meeting was made available to the public & media.

1. CALL TO ORDER

At 3:38pm 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. IN CAMERA

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (b) personal information.

CARRIED

3. RECESS REGULAR MEETING

At 4:06pm Council rose without report and the regular meeting was recessed.

4. RECONVENE REGULAR MEETING

At 5:33pm 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. 1559, Tuesday, April 26, 2022

Moved/Seconded

THAT Council approves the minutes of Regular Council Meeting No. 1559, held Tuesday, April 26, 2022, as circulated.

CARRIED

b) Special Council Meeting No. 1560, Wednesday, May 4, 2022

Moved/Seconded

THAT Council approves the minutes of Special Council Meeting No. 1560, held Wednesday, May 4, 2022, as circulated.

CARRIED

8. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

9. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

a) Recommendation from Committee of the Whole Meeting No. 228 held Tuesday, April 26, 2022:

Electronic Meetings Review

Moved/Seconded

THAT the development of an electronic meetings policy be deferred to a future meeting to allow more time for use of the new system.

CARRIED

b) Recommendations from the Committee of the Whole Meeting No. 229 held earlier today:

Sea to Sky Community Services Affordable Housing Proposal

Moved/Seconded

THAT Staff be directed to continue with the processing of the application by Station One Architects on lands located at Lot 2 District Lot 203 Lillooet District

Plan KAP56640 (PID: 023-384-018), substantially in the form submitted in the application submission;

AND THAT subject to a complete and thorough application process, the proposed application be brought to Council for consideration of first reading to amending the zoning bylaw.

CARRIED

Moved/Seconded

THAT the regular council meeting schedule be amended by the addition of a regular meeting on Tuesday, August 30th.

CARRIED

10. COMMITTEE MINUTES – FOR INFORMATION

11. DELEGATIONS

12. STAFF REPORTS

a) Recreation Services

i. Outdoor Basketball Court Update

Moved/Seconded

THAT Council supports the development of the Outdoor Basketball Court at Signal Hill Elementary School.

CARRIED

b) Office of the Chief Administrative Officer

i. Verbal Report

Acting CAO Fraser reported on the federal electoral boundaries review, noting that a minor adjustment has been proposed to the West Vancouver-Sunshine Coast-Sea to Sky Country electoral boundary in the West Vancouver area. Ms. Fraser advised Council that their comments, if any, would be provided to the federal electoral boundaries review commission.

Moved/Seconded

THAT Council receives the Chief Administrative Officer's verbal report.

CARRIED

ii. Appointment of Alternate Approving Officer

Moved/Seconded

THAT the appointment of Lisa Pedrini as Alternate Approving Officer for the Village of Pemberton be rescinded effective May 17, 2022.

CARRIED

Moved/Seconded

THAT Scott McRae, Manager of Development Services, be appointed Alternate Approving Officer for the Village of Pemberton effective May 17, 2022.

CARRIED

c) Corporate & Legislative Services

i. Appointment of Deputy Chief Election Officers – 2022 General Local Elections

Moved/Seconded

THAT pursuant to sections 58 (1) and 58 (2) of the *Local Government Act*, Council appoints Elena Aranguren and Renée St-Aubin as deputy chief election officers for conducting the 2022 general local elections.

CARRIED

d) Development Services

i. Fee Waiver Policy for Eligible Developments

Moved/Seconded

THAT Council approves the Fee Waiver Policy for Eligible Developments as presented

CARRIED

13. BYLAWS

a) Bylaws For First, Second, and Third Readings

i. Village of Pemberton 2022 – 2026 Five Year Financial Plan Bylaw No. 926, 2022

Moved/Seconded

THAT Council gives first, second, and third readings to Village of Pemberton 2022-2026 Five Year Financial Plan Bylaw No. 926, 2022.

CARRIED

ii. Village of Pemberton Annual Tax Rates Bylaw No. 927, 2022

Moved/Seconded

THAT Council gives first, second, and third readings to Village of Pemberton Annual Tax Rates Bylaw No. 927, 2022.

CARRIED

iii. Village of Pemberton Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 928, 2022

Moved/Seconded

THAT Council gives first, second, and third readings to Village of Pemberton the Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 928, 2022.

CARRIED

iv. Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 929, 2022

Moved/Seconded

THAT Council gives first, second, and third readings to Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 929, 2022.

CARRIED

v. Village of Pemberton Development Cost Charge Bylaw No. 723, 2013, Amendment (Exemptions) Bylaw No. 930, 2022

Moved/Seconded

THAT Council gives first, second, and third readings to Village of Pemberton Development Cost Charge Bylaw No. 723, 2013, Amendment (Affordable Housing Waiver/Reduction) Bylaw No. 930, 2022.

CARRIED

vi. Special Council Meeting

Moved/Seconded

THAT a special council meeting be held on Thursday, May 19th at 9am for adoption of the bylaws noted above

CARRIED

b) Bylaws for Third Reading and Adoption

i. Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (Housekeeping) Bylaw No. 924, 2022

Moved/Seconded

THAT Council gives third reading to Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (Housekeeping) Bylaw No. 924, 2022.

CARRIED

Moved/Seconded

THAT Council adopts Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (Housekeeping) Bylaw No. 924, 2022.

CARRIED

c) Bylaws for Adoption

i. Village of Pemberton Official Community Plan Amendment (Tiyata - École de la Vallée) Bylaw No. 902, 2021

Moved/Seconded

THAT Council adopts Village of Pemberton Official Community Plan Amendment (Tiyata - École de la Vallée) Bylaw No. 902, 2021.

CARRIED

ii. Village of Pemberton Zoning Amendment (Tiyata - École de la Vallée) Bylaw No. 903, 2021

Moved/Seconded

THAT Council adopts Village of Pemberton Zoning Amendment (Tiyata - École de la Vallée) Bylaw No. 903, 2021.

CARRIED

iii. Village of Pemberton Election and Assent Voting Bylaw No. 925, 2022

Moved/Seconded

THAT Council adopts Village of Pemberton Election and Assent Voting Bylaw No. 925, 2022.

CARRIED

11. Mayor's Report

Mayor Richman attended the following meetings and events:

- The Lower Mainland Local Government Association Annual Conference and AGM held from May 4th to 6th in Whistler. Mayor Richman reported that the Village's two resolutions, regarding policing costs and fire fighting expenses for highway motor vehicle incidents, were supported.
- The Pemberton Arts Council Annual General Meeting.
- The Spelkúmtn Community Forest Board meeting held on May 2nd.
- The St'at'imc Nation gathering.

12. Councillors' Reports

Councillor Noble attended the following meetings and events:

- The Pemberton Arts Council Annual General Meeting. Councillor Noble is looking forward to participating in the selection of murals for the Outside Voices project.
- The Lower Mainland Local Government Association Annual Conference and AGM.

Councillor Zant attended the following meetings and events:

- The Pemberton Valley Utilities and Services Committee meeting.
- The Pemberton and District Library board meeting

Councillor Craddock did not report.

Councillor Antonelli did not report.

13. CORRESPONDENCE

a) Correspondence for Action

- i. Maxine Bruce, Lil'wat Nation, dated April 27, 2022, presenting a request for sponsorship of the 2022 Lil'wat Nation rodeo.**

Moved/Seconded

THAT Council supports the Lil'wat Nation 2022 Rodeo by providing a contribution from the Community Enhancement Fund, in an amount \$1,000 to sponsor the PeeWee Barrel Racing event,

CARRIED

- ii. Tourism Pemberton, dated May 10, 2022, providing information regarding sponsorship opportunities for the 17th Annual Pemberton Golf Tournament and Slow Food Cycle Sunday 2022.**

Moved/Seconded

THAT the Village support the Rotary Club and District Chamber of Commerce annual Pemberton Golf Tournament with a Bronze Sponsorship;

AND THAT funding for the Bronze Sponsorship, in the amount of \$500, be allocated from allocated from the Community Enhancement Fund.

CARRIED

Moved/Seconded

THAT the Village supports Slow Food Cycle Sunday, to be held on Sunday, August 21st;

AND THAT funding for a Community Partnership sponsorship, in the amount of \$250, be allocated from the Community Enhancement Fund.

CARRIED

b) Correspondence for Information

- i. Christine Fraser, Mayor, Township of Spallumcheen, dated May 3, 2022, addressed to Tax Policy Branch, Department of Finance Canada, requesting that the federal government reconsider the proposed 10% luxury tax on the sale of boats valued at more than \$250,000.**
- ii. Lorraine Copas, Executive Director, SPARC BC, dated May 4, 2022, presenting information regarding Access Awareness Day, June 4, 2022, and requesting that the Village consider how to join the conversation regarding this year's theme, "Access is Inclusion."**
- iii. Shane Bourbonnais, Area C resident, dated May 5, 2022, in support of the proposed Harrow Road affordable housing project.**

Moved/Seconded

THAT the correspondence be received.

CARRIED

14. DECISION ON LATE BUSINESS

15. LATE BUSINESS

16. NOTICE OF MOTION

17. QUESTION PERIOD

There were no questions from the public.

18. IN CAMERA

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (b) personal information.

CARRIED

At 7:01pm Council moved in camera.

19. RISE WITH REPORT

At 7:05pm Council rose without report.

20. ADJOURNMENT OF REGULAR COUNCIL MEETING

At 7:05pm the regular meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON
-SPECIAL COUNCIL MEETING MINUTES-

Minutes of the Special Meeting of Council of the Village of Pemberton held Thursday, May 19 2022 at 9:00am by electronic means only through Zoom webinar. This is Meeting No. 1562.

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

STAFF: Gwendolyn Kennedy, Acting Manager of Corporate & Legislative Services

MEDIA: 1

This meeting was held via electronic means by Zoom webinar. A recording of the meeting was made available to the media and the public.

1. CALL 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.

At 9:01am Mayor Richman called the special meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as presented.

CARRIED

3. BYLAWS

a) Bylaws for Adoption

- i) Village of Pemberton 2022 – 2026 Five Year Financial Plan Bylaw No. 926, 2022

Moved/Seconded

THAT Council adopts Village of Pemberton 2022-2026 Five Year Financial Plan Bylaw No. 926, 2022.

CARRIED

- ii) Village of Pemberton Annual Tax Rates Bylaw No. 927, 2022

Moved/Seconded

THAT Council adopts Village of Pemberton Annual Tax Rates Bylaw No. 927, 2022.

CARRIED

- iii) Village of Pemberton Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 928, 2022

Moved/Seconded

THAT Council adopts Village of Pemberton the Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 930, 2022.

CARRIED

- iv) Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 929, 2022

Moved/Seconded

THAT Council adopts Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 931, 2022.

CARRIED

- v) Village of Pemberton Development Cost Charge Amendment (Affordable Housing Waiver/Reduction) Bylaw No. 930, 2022

Moved/Seconded

THAT Council adopts Village of Pemberton Development Cost Charge Bylaw No. 723, 2013, Amendment (Affordable Housing Waiver/Reduction) Bylaw No. 930, 2022.

CARRIED

4. ADJOURNMENT

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 9:04am.

Mike Richman, Mayor

Sheena Fraser, Corporate Officer

Date: Tuesday, June 7, 2022

To: Council

From: Sheena Fraser, Acting Chief Administrative Officer

Subject: Appointment of the Chief Administrative Officer and Financial Signing Officer for the Village of Pemberton

PURPOSE

The purpose of this report is to appoint Elizabeth Tracy as the new Chief Administrative Office and as a Financial Signing Officer for the Village.

BACKGROUND

Pursuant to Section 146 of the *Community Charter* Council must establish officer positions in relation to the powers, duties and functions and assign those powers, duties and functions to its officer as established.

The Chief Administrative Officer Bylaw No. 682, 2011 establishes the position of Chief Administrative Office and includes the following functions:

- (a) Overall management of the operations of the municipality;
- (b) Ensuring that the policies, programs and other directions of the council are implemented;
- (c) Advising and informing the council on the operation and affairs of the municipalities.

The Chief Administrative Office must also be provided signing authority as a Financial Signing Officer for the Village. This is done via a Council resolution.

DISCUSSION & COMMENTS

Elizabeth Tracy has been hired to fill the position of the Chief Administrative Officer for the Village of Pemberton effective Monday, June 13, 2022 and must be appointed to the position by resolution pursuant to Village of Pemberton Chief Administrative Officer Bylaw No. 682, 2011. As well, Ms. Tracy must be authorized as a Financial Signing Authority for the Village via council resolution.

The former CAO left the position on March 4, 2022, in the interim and during the recruitment process the duties of the Chief Administrative Officer have been fulfilled by me. As the position has been filled effective June 13th the interim appointment must be rescinded.

COMMUNICATIONS

There are no legislated communications elements required to facilitate the appointment of the Chief Administrative Officer at this time. However, a press release announcing that Ms. Tracy had been hired as the new Chief Administrative Officer was issued on May 9, 2022.

LEGAL CONSIDERATIONS

There are no legal, legislative or regulatory considerations at this time.

IMPACT ON BUDGET & STAFFING

There will be no impact to the budget because the appointment reflects the current operating reality as approved by Council.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental approvals required.

COMMUNITY CLIMATE ACTION PLAN

The appointment of the Chief Administrative Officer is not applicable to the CCAP strategies.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There is no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

Recommendation One: Acting Chief Administrative Officer Appointment Rescind

THAT the appointment of Sheena Fraser, as Acting Chief Administrative Officer, be rescinded effective Monday, June 13, 2022.

Recommendation Two: Chief Administrative Officer Appointment:

THAT Ms. Elizabeth Tracy be appointed Chief Administrative Officer for the Village of Pemberton effective Monday, June 13, 2022.

AND THAT Ms. Elizabeth Tracy be appointed:

- a) Chief Administrative Officer with the duties and responsibility assigned under Section 147 of the *Community Charter* and Village of Pemberton Chief Administrative Officer Bylaw No. 682, 2011;
- b) Airport Manager,

- c) A Financial Signing Officer for the Village.

Recommendation Three: Financial Signing Officer

THAT Ms. Elizabeth Tracy be added as an administrative signing authority on the Village of Pemberton TD Bank account (s), the Village of Pemberton Scotiabank account (s) and the Blue Shore Credit Union account (s);

AND THAT Ms. Elizabeth Tracy be added as a signing authority on all authorizations from Municipal Finance Authority by the Village of Pemberton.

Submitted by:	Sheena Fraser, Acting Chief Administrative Officer
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Date: Tuesday, June 7, 2022

To: Sheena Fraser, Acting Chief Administrative Officer

From: Gwendolyn Kennedy, Acting Manager of Corporate and Legislative Services

Subject: 2022 Water Rates Bylaw Amendment

PURPOSE

The purpose of this report is to present to Council for first, second, and third readings, an amendment to Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989.

BACKGROUND

At Special Council Meeting No. 1562, held Thursday, May 19, 2022, Council adopted Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 929, 2022, that included the 2022 water rates attached to the bylaw as Schedule A. Since then, Staff have found that Schedule A was missing the second page of the water rates table.

DISCUSSION & COMMENTS

Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 931, 2022, presented for readings today (**Appendix A**), corrects the error, replacing Schedule A with the corrected schedule. No changes are made to the water rates and there is no impact to the Village or to rate payers.

COMMUNICATIONS

There are no communications considerations.

LEGAL CONSIDERATIONS

There are no legal, legislative or regulatory considerations.

IMPACT ON BUDGET & STAFFING

There are no impacts to the budget or staff hours for consideration.

INTERDEPARTMENTAL IMPACT & APPROVAL

The bylaw amendment was drafted by the Finance department.

Interdepartmental Approval by:	Thomas Sikora, Manager of Finance
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COMMUNITY CLIMATE ACTION PLAN

The bylaw amendment has no impact on the Community Climate Action Plan strategies.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There are no impacts on the region or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT Council gives first, second, and third readings to Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 931, 2022.

ATTACHMENTS:

Appendix A: Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 931, 2022

Prepared by:	Gwendolyn Kennedy, Acting Manager of Corporate and Legislative Services
CAO Approval by:	Sheena Fraser, Acting Chief Administrative Officer

**VILLAGE OF PEMBERTON
BYLAW No. 931, 2022**

A bylaw to amend the Village of Pemberton Water Rates Bylaw No. 929, 2022

WHEREAS it is deemed necessary to amend the rates and charges and billing system for waterworks services to meet increased operational costs of the system;

NOW THEREFORE the Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

1. Schedule "A" of Bylaw No. 232, 1989, Amendment Bylaw No. 929, 2022 is hereby deleted and replaced with a new Schedule "A" which is attached hereto and forms part of this bylaw and which takes effect on January 1, 2022.
2. This bylaw may be cited for all purposes as the "Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment (Schedule A) Bylaw No. 931, 2022."

READ A FIRST TIME this 7th day of June, 2022.

READ A SECOND TIME this 7th day of June, 2022.

READ A THIRD TIME this 7th day of June, 2022.

ADOPTED this ____ day of June, 2022.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON
Bylaw No. 931, 2022
Schedule "A"

VILLAGE OF PEMBERTON		
Water Rates 2022		
		2022
Flat Rates (Billed Annually)		
	<u>Domestic</u>	
	1. Seniors housing projects	\$ 389.45
	2. Single family dwellings & trailers	\$ 593.45
	-In addition, per residential suite in a S/F dwelling	\$ 296.71
	3. Apartments/Duplexes/Multi-family dwellings - per unit	
	-under 1,000 sq. ft.	\$ 389.45
	-over 1,000 sq. ft.	\$ 593.45
	4. Bed & Breakfast service, guest/rooming house	\$ 1,000.54
	-in addition, per rental room for > 2 rooms	\$ 198.53
	- in addition, per residential suite	\$ 297.14
	5. Swimming Pool	\$ 108.47
	<u>Commercial</u>	
	1. Motels, Hotels, Inns, Lodges	\$ 889.44
	- per room (with or without bath)	\$ 131.34
	- per room (with kitchen)	\$ 175.27
	- for each pool &/or hot tub	\$ 186.57
	2. Strata Hotel	\$ 889.44
	- per room (with or without bath)	\$ 131.34
	- per room (with kitchen)	\$ 175.25
	- per room (with kitchen and laundry)	\$ 218.96
	- laundry facility	\$ 224.42
	- for each pool or hot tub	\$ 186.57
	3. Beauty parlours and barber shops (per chair)	\$ 654.87
	4. Cafe, restaurant, coffee shop or dining room	
	-40 seats maximum (including seasonal/outdoor seating)	\$ 1,210.68
	-over 40 seats	\$ 1,796.88
	5. Food & Beverage preparation facilities < 1000 sq. ft.	\$ 654.87
	-total area = 1,000 - 2,000 sq. ft.	\$ 982.14
	-total area = > 2,000 sq. ft.	\$ 1,309.38
	6. Medical/Dental Practice - one practitioner	\$ 654.87
	- per additional practitioner	\$ 327.27
	7. Retail stores, < 1000 sq. ft.	\$ 639.12
	- > 1000 sq. ft.	\$ 1,342.78
	8. Banks, offices < 1,000 sq. ft.	\$ 717.18
	- > 1,000 sq. ft.	\$ 1,656.90
	9. Service stations, garages, card locks, etc.	\$ 960.75
	-in addition - for unmetered vehicle wash facility	\$ 1,790.49
	10. Laundries - for each washing machine	\$ 224.42
	(or minimum annual charge)	\$ 1,122.49
	11. Unmetered industrial/commercial usage	\$ 2,008.56
	12. Beverage rooms, lounges, pubs	\$ 1,829.53
	13. Greenhouse or Nursery (adjusted seasonal rate)	\$ 1,048.18
	14. Water Bottling - unmetered	\$ 2,085.57
	15. Weekly Hydrant Connection - Building Development (unmetered) *plus damage deposit	\$ 46.35

VILLAGE OF PEMBERTON
Bylaw No. 931, 2022
Schedule "A"

<u>Institutions</u>		
1.	Schools, per classroom	\$ 642.49
2.	Churches (flat rate)	\$ 639.12
3.	Hospitals, Emergency Services Stations	\$ 1,348.80
	-hospitals, in addition per bed	\$ 108.84
Metered Rates (Billed Quarterly)		
1. Inside Municipal Boundaries - Statutory Declaration Program		
a) Residences with Suite		
	Fixed Quarterly Meter Charge	\$ 27.93
	Plus Volumetric Rate - first 65 m3 (per m3)	\$ 1.40
	Plus Volumetric Rate - after 65 m3 (per m3)	\$ 3.15
b) Industrial/Commercial Users		
	Fixed Quarterly Meter Charge	\$ 142.68
	Volumetric Rate	\$ 1.17
c) Industrial/Commercial Users		
	Flat Rate (for Units with non-functioning or no meters)	\$ 402.05
d) *Bulk Water Rate		
	Connection Fee	\$ 25.00
	plus rate per (m3)	\$ 4.56
2. Outside Municipal Boundaries		
a) Residential/Commercial/Industrial		
	Fixed Quarterly Meter Charge	\$ 35.90
	Plus Volumetric Rate - first 65 m3 (per m3)	\$ 1.44
	Plus Volumetric Rate - after 65 m3 (per m3)	\$ 3.80
b) Residential/Commercial/Industrial		
	Flat Rate (for Units with non-functioning or no meters)	\$ 1,002.18
3. PNWS Bulk Water Supply Service Agreement		
	**This rate has been negotiated and is included in a separate agreement	
<p>*Large bulk water purchases and sewer disposals require individual negotiated agreements where the annual quantity of water purchased by a single bulk customer exceeds 50,000 m3, and the Village has executed a Water Supply Service Agreement with the bulk water supply customer.</p>		



Stewardship Pemberton Society

30 May 2022

Mayor Mike Richman
Village of Pemberton

Dear Mayor Richman,

Thank-you for meeting me on May 16th, 2022. It was exciting to re-awaken the discussion regarding the Pemberton Agricultural Park and a potential partnership between Stewardship Pemberton Society (SPS) and the Village of Pemberton (VoP).

Seeing the successful implementation of the Pemberton Agricultural Park aligns with the mission and vision of Stewardship Pemberton Society and is specifically identified as a goal in our 2016-2021 Strategic Plan. Rising costs related to food, land, and cost of living has amplified the need for the Agricultural Park. The Pemberton Creek Community Garden, which sits under the umbrella of Stewardship Pemberton Society, has had an average waitlist of 40 people each year. Our board of directors and staff have a strong interest in seeing this initiate move ahead.

We also heard from you that the Pemberton Agricultural Park is a current priority for the Village of Pemberton, and we understand that you are looking to move the project forward. Several steps were identified during our meeting.

1. TEAM LEADS AND PROJECT CHARTER

SPS and the VoP have a long and strong relationship that represents over fifteen years of community collaboration. We understand that the VoP, like many other local governments, is at times constrained by staff capacity and financial resources and could benefit from external support. We also recognize that this project sits under the VoP, and decisions, processes, and roles and responsibilities need to be considered. The project currently also has no VoP or SPS team lead. We recommend, as a first step, identifying team leads from each organization. The team leads would work collaboratively to create a project charter that defines goals, scope, deliverables, assumptions, constraints, dependencies, and project organizational structure (roles and responsibilities). The deliverable of this activity will be a project charter.

Stewardship Pemberton Society PO Box 31, Pemberton BC. V0N 2L0

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Village of Pemberton
Regular Council Meeting No. 1563
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2. PROJECT PRIORITIES

We understand the project is large and scope and anticipated to be achieved over time using a phased approach for the three distinct areas (see Plan for details). Priorities are currently not identified and significant time has passed since the Pemberton Agricultural Park Plan (the Plan) was adopted by VoP Mayor and Council. The future Park and Ride on Lot 13 within the Agricultural Park area impacts the original Plan. It is understood that some project components and relationships (for example, with BC Hydro) may have gained traction by past VoP staff over the years and likely impact prioritization of activities. For all these reasons, project priorities need to be re-examined and confirmed. To identify and define project priorities, we propose that the designated project leads meet to define priorities to map a phased approach to create a project plan. The deliverable of this activity is defined project phases that identifies the top priority to move forward, which will be referred to as Phase 1. Future phases will be identified and addressed in future work (outside of the scope of this proposal).

3. PROJECT PLANNING

Phase 1 will be further deconstructed to create a high-level project plan that will be used to secure funding. This includes scope, budget, timelines, goals, outcomes, impacts, partnerships and more. The deliverable of this activity is a high-level project plan that will form the foundation for future grant applications.

4. PROJECT FUNDING

Once the high-level project plan has been created (or perhaps in parallel with this activity), SPS will identify funding and partnership opportunities. The first step in finding funding available for the project is figuring out what grants exist. We will use the parameters defined by the project charter and project plan to determine what grants are available and relevant. For example, we would research grant opportunities for the project through a variety of lenses such as climate change adaptation and mitigation, community resiliency and food security. The outcome of this exercise is a short list of relevant results. The deliverable is a grant scan document that lists the funding opportunities, application deadlines, eligibility criteria, required matching funds, and process notes. We will then work with the VoP team lead to review the grant scan and create a grant strategy that outlines what funder to apply to, when, for what project or project component. This will form the basis of the grant schedule. Having a grant schedule allows for the project team to be well prepared to submit by the deadline with all necessary paperwork (e.g., securing Council Resolutions). The deliverables of this activity are a grant scan, grant strategy and grant schedule that will be presented as a report. We have included 8 hours for this activity.

5. GRANT WRITING

It is difficult to provide an accurate estimate on the number of hours required to complete an application since every grant requires a different level of effort. Grant writing varies widely between 6-80 hours per application. To keep the budget below \$5000 we have included 12 hours of grant writing.

6. PROPOSED BUDGET

The following table outlines the costs associated with fulfilling the deliverables listed above. Some work will likely be contracted to a third-party consultant and has been budgeted accordingly at \$95/hr.

Deliverable	Estimated Time	Cost
Project Charter	8 hours	\$760
Project Priorities	4 hours	\$380
Phase 1 Project Plan	20 hours	\$1900
Grant Scan and Strategy	8 hours	\$760
Grant Writing	12 hours	\$1,140
Total		\$4,940

Thank-you again for the opportunity to provide you with this scope and budget letter, and we hope to work with you on this amazing project in the future.

Sincerely,

Dawn Johnson

Board Member

Stewardship Pemberton Society

On behalf of the Stewardship Pemberton Society Feasting for Change Sub-Committee

Sierra Aston, Executive Director

Kaitlin Todd, Feasting for Change Coordinator

Kristina Schrage, Board Member

Stewardship Pemberton Society PO Box 31, Pemberton BC. V0N 2L0

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Village of Pemberton
Regular Council Meeting No. 1563
Tuesday, June 7, 2022
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Website Submission: Write to Mayor & Council - pemberton.ca

Form Submission Info

First Name: Peter

Last Name: Skeels

Street Address: [REDACTED]

PO Box:

Town/City: Pemberton

Province: Bc

Postal Code: V0N2L1

Phone Number: [REDACTED]

Email: [REDACTED]

Please attach any related documents (if applicable):

IMG_20220513_124440876_HDR.jpg

Message to Mayor & Council: Nothing serious. But "Pickleball" is coming to Pemberton. Google "Pickleball noise complaints". Might want to get ahead of a potential issue! Lol
Village of Pemberton



villageyoga 

rees:
hery

PICKLEBALL LESSONS w/ CHERYL IN PEMBERTON



Visit my
Website
and
take
a
Card.

PEMBERTON &
LA
TA
SATUR
PM -
THE PEMBE
STRICT PUB
ne and play laser tag
stacks with your friend
stick around for free p
25 minute timeslot = one
will be comprised of 2-4
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ter for your round using the
up for a maximum of 2 round
yourself or you and a friend!
ENTED BY

<https://pemberton.bc.libraries.coop/>

FREE
every Thursday
Question



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

Member of Parliament
West Vancouver-Sunshine Coast-Sea to Sky Country

May 17, 2022

Building a strong and healthy future for Canadians means building homes, infrastructure, and an economy that are ready for the realities of climate change. To do that, Canada needs a coordinated national response.

This week, the Minister of Environment and Climate Change, the Honourable Steven Guilbeault, launched a public consultation to develop Canada's first National Adaptation Strategy, a whole-of-society blueprint for coordinated action across the country, ensuring communities and Canadians are prepared for the impacts of climate change.

The Minister launched the consultations at a virtual adaptation conference attended by over a thousand participants, including provinces, territories, leaders of National Indigenous Organizations, as well as climate adaptation experts, industry representatives, and members of the public.

To kick off the public consultations, the Government [published a discussion paper](#) that sets out guiding principles as well as goals and objectives for five key areas of focus: Health and Well-being, Natural and Built Infrastructure, Environment, Economy, and Disaster Resilience and Security.

Climate-readiness includes measures such as preventing the construction of homes on floodplains, increasing tree coverage in urban forests to reduce the effects of heatwaves, and using data to map and manage the risks of wildfires.

The Strategy will build on a strong foundation of action being taken across the country, such as the federal Disaster Mitigation and Adaptation Fund (DMAF), which has received a significant increase in investment, now \$3.4 billion, for infrastructure projects to help communities better prepare for climate-related disasters.

Canadians, community organizations, and interested stakeholders are all invited to share their opinions by participating on the dynamic online consultation portal at <https://letstalkadaptation.ca> until July 15, 2022. The Government of Canada has committed to finalizing the National Adaptation Strategy by fall 2022.

To further demonstrate leadership on climate change adaptation, Canada will be hosting the seventh edition of the global biennial Adaptation Futures conference, the largest dedicated adaptation event in the world, in October 2023 in Montréal. The Government of Canada will contribute \$650,000 to support the conference that is being organized by Ouranos in partnership with the World Adaptation Science Programme. It will attract leading decision-makers, policy-makers, scientists, and practitioners across the globe to share knowledge on adaptation challenges and opportunities.

Constituency Ottawa

6367 Bruce Street West Vancouver British Columbia V7W 2G5 Tel.: 604-913-2660 Fax.: 604-913-2664	Suite 282, Confederation Building 229 Wellington Street, Ottawa Ontario K1A 0A6 Tel.: 613-947-4617 Fax.: 613-847-4620	Village of Pemberton Regular Council Meeting No. 1563 Tuesday, June 7, 2022
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I encourage you to share this online consultation with your contacts and anyone you think may be interested to participate. If you have any questions, please do not hesitate to reach out to our office.

I look forward to sharing the results of this consultation and the finalized National Adaptation Strategy later this year.

Sincerely,



Patrick Weiler, MP
West Vancouver-Sunshine Coast-Sea to Sky Country



May 25, 2022

RE: Committee of the Whole Meeting on May 17th

Dear Mayor and Council:

Thank you for bringing forward the Harrow Road development at last week's Committee of the Whole meeting. We value the Village's partnership on this project and the opportunity to advance much needed affordable housing in Pemberton. A key action for Sea to Sky Community Services arising from that meeting will be to plan public information sessions in June, which we will keep you informed of and would encourage you to drop by. Additionally, I wanted to share with you that we will be distributing information about the project with the community in the weeks ahead.

The purpose of the communications campaign will be to:

- Communicate key aspects of the project, including specific concerns raised by community members. For example, location, height and parking.
- Engage specific groups that will be directly impacted by the project. For example, neighbours adjacent to the site and local business owners.
- Share information and impact stories to articulate the critical need for affordable housing in our community
- Inform community members of the opportunity for people to register their interest for affordable rentals in Pemberton

If you have any questions or comments about the proposed engagement campaign, please don't hesitate to reach out to me directly.

Once again, thank you for your time and attention to this project. We value the opportunity to work together to address the housing and affordability crisis facing families, seniors and people with disabilities in Pemberton.

Sincerely,

Jessie Abraham

Director of Housing
Sea to Sky Community Services
P: 604-892-5796
E: jessie.abraham@sscs.ca

OPEN QUESTION PERIOD POLICY

THAT the following guidelines for the Open Question Period held at the conclusion of the Regular Council Meetings:

- 1) The Open Question Period will commence after the adjournment of the Regular Council Meeting;
- 2) A maximum of 15 minutes for the questions from the Press and Public will be permitted, subject to curtailment at the discretion of the Chair if other business necessitates;
- 3) Only questions directly related to business discussed during the Council Meeting are allowed;
- 4) Questions may be asked of any Council Member;
- 5) Questions must be truly questions and not statements of opinions or policy by the questioner;
- 6) Not more than two (2) separate subjects per questioner will be allowed;
- 7) Questions from each member of the attending Press will be allowed preference prior to proceeding to the public;
- 8) The Chair will recognize the questioner and will direct questions to the Councillor whom he/she feels is best able to reply;
- 9) More than one Councillor may reply if he/she feels there is something to contribute.

*Approved by Council at Meeting No. 920
Held November 2, 1999*

*Amended by Council at Meeting No. 1405
Held September 15, 2015*