

VILLAGE OF PEMBERTON
-REGULAR COUNCIL MEETING MINUTES-

Meeting #: 1569
Date: Tuesday, October 18, 2022, 9:00 am
Location: Council Chambers & Zoom Webinar
7400 Prospect Street

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

STAFF: Elizabeth Tracy, Chief Administrative Officer
Sheena Fraser, Manager, Corporate & Legislative Services
Elena Aranguren, Office Coordinator

MEDIA: 0

PUBLIC:0

A recording of the meeting was made available to the media and 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 meeting to order.

2. IN CAMERA

Moved/Seconded

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

CARRIED

At 9:01am the Regular Meeting was recessed and Council moved in camera.

3. RECONVENE REGULAR MEETING

At 9:21am Mayor Richman reconvened the regular meeting and made the following statement:

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

4. ADOPTION OF AGENDA

Moved/Seconded

THAT the agenda be approved as amended to move the Operations Report before the Office of the CAO Reports.

CARRIED

5. RISE WITH REPORT FROM IN CAMERA

Council did not rise with report.

6. APPROVAL OF MINUTES

6.1 Regular Council Meeting No. 1568, Tuesday, October 4, 2022

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1568, held Tuesday, October 4, 2022, be approved as circulated.

CARRIED

7. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising from previous Regular Meetings.

8. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE

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

9. COMMITTEE MINUTES - FOR INFORMATION

There were no Committee Minutes presented.

10. DELEGATION

At 9:24am Jennifer Saville, Senior Manager, MNP LLP Accounting, joined the meeting via ZOOM.

10.1 Jennifer Saville, Senior Manager, MNP LLP Accounting presented the 2021 Draft Audited Financial Statements

a. 2021 Draft Audited Financial Statement Presentation

Moved/Seconded

THAT the 2021 Audited Findings and Financial Statements be received.

CARRIED

At 9:33am Ms. Saville left the meeting.

11. STAFF REPORTS

11.1 Operations

At 9:33am Tom Csima, Manager Operations/Projects joined the meeting in Council Chambers and presented the Operations 2022 Third Quarter report.

a. Operations 2022 Third Quarter Report

Moved/Seconded

THAT the Operations Department 2022 Third Quarter Report be received for information.

CARRIED

At 10:00 am Mr. Csima left the meeting.

11.2 Office of the Chief Administrative Officer

Elizabeth Tracy, Chief Administrative Officer, presented the Office of the CAO 2022 Third Quarter report.

a. Office of the CAO 2022 Third Quarter Strategic Priorities Update

Moved/Seconded

THAT the Office of the CAO 2022 Third Quarter Strategic Priorities Update be received for information.

CARRIED

b. Verbal Report

Joint Emergency Operations Center (EOC) Exercise

Moved/Seconded

THAT the Chief Administrative Officer's verbal update be received.

CARRIED

CAO Tracy provided the following updates:

- CAO Tracy acknowledged the work of Public Works staff and commended them on the quick response to the water main break which occurred on Saturday, October 15th.
- CAO Tracy acknowledged the Corporate and Legislative department and election officials for their work during the 2022 Elections which were held on Saturday, October 15th.
- CAO Tracy recognized the work Pemberton Fire Rescue did to put on the annual Pemberton Fire Safety and Chipper Day held at the Downtown Pemberton Barn on Saturday, October 15th.
- On October 5th, 2022 the Village of Pemberton, Squamish District and Squamish-Lillooet Regional District participated in a joint Emergency Operations Center (EOC) exercise. All three jurisdictions activated their Emergency Operations Center to collaboratively coordinate a response to a fully simulated large-scaled flood response. This exercise was funded through

the UBCM Community Emergency Preparedness Fund (CEPF) Evacuation Route Planning funding stream. The result was an exceptional teamwork, communication, leadership in the EOC, and the experience provided a great opportunity for staff to feel more confident in their EOC roles.

Moved/Seconded

THAT the CAO Verbal report be received.

CARRIED

a.

11.3 Corporate and Legislative Services

a. **2022 Third Quarter Regular Council Meeting Outstanding Resolutions Update**

Moved/Seconded

THAT the 2022 Third Quarter Regular Council Meeting Outstanding Resolutions Update be received for information

CARRIED

b. **Corporate & Legislative Services 2022 Third Quarter Administration Report**

Moved/Seconded

THAT the Corporate & Legislative Services 2022 Third Quarter Administration Update be received for information.

CARRIED

c. **Community Enhancement Fund Contributions – Pemberton & District Museum and Archives Society – Pemberton Haunted Museum of Horrors Community Event**

Moved/Seconded

THAT funding, in the amount of \$500, be allocated to the Pemberton & District Museum and Archive Society from the Community Enhancement Fund to support the annual Pemberton Haunted Museum of Horrors Halloween event.

CARRIED

11.4 Finance

At 10:33am Thomas Sikora, Manager of Finance, joined the meeting in Council Chambers and presented the 2021 Statement of Financial Information (SOFI).

a. **2021 Statement of Financial Information**

Moved/Seconded

THAT the 2021 Statement of Financial Information be approved for filing with the Ministry of Municipal Affairs under the *Financial Information Act*.

CARRIED

Mr. Sikora left the meeting at 10:36am.

11.5 Development Services

At 10:36am Scott McRae, Manager Development Services, joined the meeting in Council Chambers and presented the Development Services 2022 Third Quarter report.

a. Development Services 2022 Third Quarter Report

Moved/Seconded

THAT the Development Services 2022 Third Quarter Report be received for information.

CARRIED

Mr. McRae left the meeting at 10:42am.

11.6 Recreation Services

a. Recreation Service 2022 Third Quarter Report

At 10:42am Christine Burns, Manager Recreation Services, joined the meeting in Council Chambers and presented the Recreation Service 2022 Third Quarter report.

Moved/Seconded

THAT the Recreation Services 2022 Third Quarter Report be received for information.

CARRIED

Ms. Burns left the meeting at 10:57am.

11.7 Pemberton Fire Rescue

At 10:57am Cam Adams, Fire Chief, joined the meeting in Council Chambers and presented the Pemberton Fire Rescue 2022 Third Quarter report and Community Emergency Preparedness Funding Opportunity.

a. Pemberton Fire Rescue 2022 Third Quarter Report

Moved/Seconded

THAT the Pemberton Fire Rescue 2022 Third Quarter Report be received for information.

CARRIED

b. Community Emergency Preparedness Fund: Volunteer & Composite Fire Departments Equipment & Training Grant Funding Opportunity

Moved/Seconded

THAT an application to the Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF); Volunteer & Composite Fire Department & Training funding stream for funding, up to an amount of \$30,000, to purchase equipment be supported.

CARRIED

Mr. Adams left the meeting at 11:08am.

12. RECESS REGULAR MEETING

At 11:08am the regular meeting was recessed.

13. RECONVENE REGULAR MEETING

At 11:11am Mayor Richman reconvened the regular meeting.

14. BYLAWS**15. MAYOR'S Report**

Mayor Richman extended sincere thanks to the current Council and expressed how pleased he is with the work done as a Council for the last four years.

16. COUNCILLORS' Reports

Councillor Noble reported on the following events:

- Attended the Signing Ceremony for the Land Transfer Agreement between Lil'wat Nation and Sea to Sky District No. 48 of the former Coast Mountain Outdoor School lands.
- Attended the All-Candidates Meeting.
- Acknowledged the Pemberton Library for giving away copies of indigenous books during Truth and Reconciliation week.

Councillor Noble congratulated the new Council and the incumbent Council, as well as the non-elected candidates for putting themselves forward.

Councillor Craddock reported the following events:

- Attended the Tourism Pemberton meeting.
- Attended the Spelkúmtn Community Forest Interim Board meeting.

Councillor Craddock congratulated Mayor Mike Richman for being re-elected and appreciated the work done with the current council.

Councillor Antonelli congratulated Mayor Richman and Councillor Craddock for being re-elected, and the three new women who were voted in as new council members. She believes that families will be well represented.

Councillor Zant reported the following events:

- Attended the Pemberton Valley Utilities and Services Committee meeting

Councillor Zant will attend the Pemberton & District Library Board meeting and will send notes to Councillor Craddock.

Councillor Zant reminded everyone about the New Transfer Station Grand Opening celebration on November 2, 2022.

Councillor Zant expressed his gratitude to every member of Council and Village staff. He congratulated Mayor Mike Richman and Councillor Craddock for being re-elected and to the new Council members for being voted in.

- 17. **CORRESPONDENCE**
- 18. **DECISION ON LATE BUSINESS**
- 19. **LATE BUSINESS**
- 20. **NOTICE OF MOTION**
- 21. **QUESTION PERIOD**

There were no questions from the gallery.

22. IN CAMERA

Moved/Seconded

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

CARRIED

At 11:22am Council moved in camera.

23. RECONVENE REGULAR MEETING

At 12:18am Mayor Richman reconvened the regular meeting.

23. RISE WITH REPORT

At 12:18 Council rose without report.

24. ADJOURNMENT OF REGULAR COUNCIL MEETING

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

At 12:18pm the meeting was adjourned.

Mike Richman, Mayor

Sheena Fraser, Corporate Officer