

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

Meeting #: 1580  
Date: Tuesday, April 25, 2023, 9:00 am  
Location: Council Chambers & Zoom Webinar  
7400 Prospect Street

COUNCILLORS: Mayor Mike Richman  
Councillor Ted Craddock  
Councillor Katrina Nightingale  
Councillor Laura Ramsden

ABSENT: Councillor Jennie Helmer

STAFF: Elizabeth Tracy, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Scott McRae, Manager of Development Services  
Christine Burns, Manager of Recreation  
Cameron Adams, Fire Chief  
Ethan Fredeen, Deputy Corporate Officer  
Elena Aranguren, Office Coordinator

PUBLIC: 0  
MEDIA: 0

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

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**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 9:05am Mayor Richman called the meeting to order.

**2. APPROVAL OF AGENDA**

Moved/Seconded

**THAT** the agenda be approved as presented.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting No. 1579, Tuesday April 11, 2023**

Moved/Seconded

**THAT** the minutes Regular Council Meeting No. 1579, held Tuesday, April 11, 2023, be adopted as circulated.

**CARRIED**

**4. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING**

**5. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE**

Recommendations from the Committee of the Whole Meeting No. 242, held Tuesday April 18, 2023, presented for ratification:

**5.1 2023 Tax Rates**

Moved/Seconded

**THAT** staff be directed to prepare a 2023 Tax Rates Bylaw reflecting an 8% tax rate increase for the 2023 fiscal year.

**CARRIED**

**5.2 Sewer and Capital Reserves**

Moved/Seconded

**THAT** staff be directed to increase the Sewer and Capital reserves to each reflect \$240,000 in the 2023 budget.

**CARRIED**

**5.3 Code of Conduct Bylaw**

Moved/Seconded

**THAT** staff be directed to draft a Code of Conduct Bylaw that will be reviewed by the Committee of the Whole at a future meeting.

**CARRIED**

**6. COMMITTEE MINUTES - FOR INFORMATION**

**7. DELEGATION**

**8. STAFF REPORTS**

**8.1 Office of the CAO**

**a. CAO Verbal Report**

CAO Tracy thanked the Village of Pemberton Green Team that is comprised of seven members and is chaired by Ms. White. The Pitch in Week was well received by the public and many groups in the community participated.

Moved/Seconded

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

**CARRIED**

**b. Office of the CAO 2023 First Quarter Operational Priorities Update**

Moved/Seconded

**THAT** Council receives the Office of the CAO 2023 First Quarter Operational Priorities and Office of the CAO Update for information.

**CARRIED**

**8.2 Corporate and Legislative Services**

**a. Deputy Corporate Officer Appointment**

Moved/Seconded

**THAT** the Ethan Fredeen be appointed as Deputy Corporate Officer for the Village of Pemberton effective April 25, 2023.

**CARRIED**

**b. Corporate & Legislative Services 2023 First Quarter Administration Report**

Moved/Seconded

**THAT** the Corporate & Legislative Services 2023 First Quarter Administration Update be received for information.

**CARRIED**

**8.3 Development Services**

**a. Development Services 2023 First Quarter Report**

Moved/Seconded

**THAT** the Development Services 2023 First Quarter Report be received for information.

**CARRIED**

**8.4 Recreation**

**a. Recreation Service 2023 First Quarter Report**

Moved/Seconded

**THAT** Council receive the Recreation Services 2023 First Quarter Report for information.

**CARRIED**

**8.5 Pemberton Fire Rescue**

**a. Pemberton Fire Rescue 2023 First Quarter Report**

Moved/Seconded

**THAT** the Pemberton Fire Rescue 2023 First Quarter Report be received for information.

**CARRIED**

**9. BYLAWS**

## 10. MAYOR'S Report

Mayor Richman attended and reported on the following meetings:

- Squamish-Lillooet Regional District Board (SLRD);
- Spelkúmtn Community Forest Interim Board;
- Sea to Sky Regional Hospital District Board; and
- Nkwúkwma Project Public Information Meeting.

## 11. COUNCILLORS' Reports

Councillor Craddock attended and reported on the following meetings:

- Spelkúmtn Community Forest Interim Board;
- Nkwúkwma Project Public Information Meeting; and
- Pitch In Week Earth Day.

Councillor Nightingale attended and reported on the following meeting:

- Nkwúkwma Project Public Information Meeting; and
- Participated in Pitch In Week Earth Day.

## 12. CORRESPONDENCE

### 12.1 Correspondence for Action

- a. **Brianne Aldcroft, PSS Principal & Tamsin Tarling PSS PAC Chair, dated April 13, 2023, Request for Student Bus Passes**

Moved/Seconded

**THAT** the correspondence be referred to staff for response;

**AND THAT** the letter from Ms. Aldcroft and Ms. Tarling be sent to the Transit Working Group with a request for the Transit working group to extend an invitation to a student representative and staff/parent representative from Pemberton Secondary School to attend a Transit Working Group meeting.

**CARRIED**

### 12.2 Correspondence for Information

- a. **Patrick Weiler, Member of Parliament, dated March 31, 2023, Launch the Housing Accelerator Fun and Webinar Info Sessions**
- b. **Rebecca Barley, Board Chair, School District No. 48, dated April 6, 2023, Speed Enforcement Sign at Signal Hill Elementary**

Moved/Seconded

**THAT** correspondence be received for information.

**CARRIED**

## 13. DECISION ON LATE BUSINESS

## 14. LATE BUSINESS

## 15. NOTICE OF MOTION

## 16. QUESTION PERIOD

There were no questions from the Gallery.

## 17. IN CAMERA

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (I) Legal Advice 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 10:35 am Council moved In Camera.

At 12:45pm Council rose without report and recessed the Regular Meeting.

## 18. RECONVENE THE REGULAR MEETING

At 4:01pm the Regular Meeting was reconvened.

## 19. RISE WITH REPORT FROM COMMITTEE OF THE WHOLE

Council rose with report from the Committee of the Whole Meeting No. 243 held earlier in the day to ratify the following resolution forwarded for consideration by the Committee of the Whole:

### Daycare Playscape Engagement Plan

Moved/Seconded

**THAT** Recreation Services proceed with the implementation of the Nature Playpark Relocation Survey;

**AND THAT** the following amendments be included: Question 5 list remove 'Great Lawn' and replace it with the words "Green Space";

- Question 6 listing include the words "safety" and "accessible";
- Incorporate supplementary questions as follows:
  - Question 4 be expanded to include: 4 (a) *If no, Why Not?*;
  - Question 9 be expanded to include under Option 3 examples of potential other community spaces/parks that could accommodate the amenity should preservation of preserving the green space be valued.

**CARRIED**

## 20. IN CAMERA

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (I) Legal Advice 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 4:21pm Council moved In Camera.

## 20. RISE WITH REPORT

At 4:35pm Council rose without report.

**21. ADJOURNMENT OF REGULAR COUNCIL MEETING**

Moved/Seconded

**THAT** the meeting be adjourned.

**CARRIED**

At 4:35pm the meeting was adjourned.

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Mike Richman, Mayor

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Sheena Fraser, Corporate Officer