

VILLAGE OF PEMBERTON
-REGULAR COUNCIL MEETING MINUTES-

Meeting #: 1588
 Date: Tuesday, October 17, 2023, 5:30 pm
 Location: Council Chambers
 7400 Prospect Street

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

STAFF: Elizabeth Tracy, Chief Administrative Officer
 Ethan Fredeen, Acting Manager of Corporate & Legislative Services
 Scott McRae, Manager Development Services*
 Thomas Sikora, Manager of Finance*
 Tom Csima, Manager of Operations*
 Christine Burns, Manager of Recreation*
 Cam Adams, Fire Chief*
 Sheena Fraser, Corporate & Legislative Advisor*

PUBLIC: 7

MEDIA: 1

*Denotes Partial Attendance

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

1. CALL TO ORDER (3:30pm)

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

At 3:30pm Mayor Richman called the meeting to order.

2. IN CAMERA

At 3:30pm Council moved to In Camera.

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (c) labour 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 5:24pm Council rose without report and recessed the Regular Meeting.

3. RECESS REGULAR MEETING

4. RECONVENE REGULAR MEETING (5:30pm)

At 5:30pm the Regular Meeting was reconvened.

5. ADOPTION OF AGENDA

Moved/Seconded

THAT the agenda be adopted as amended to include "Village of Pemberton Housing Agreement (Harrow Road Project) Bylaw No. 949, 2023", under section 14.1 and to include the letter dated September 14th, from Lisa Power under late Business as item 19.1.

CARRIED

6. PUBLIC INFORMATION SESSION: 2022 ANNUAL REPORT

Mayor Richman called for public comment in regard to the 2022 Annual Report. There was no comment from the public.

Moved/Seconded

THAT Council receives the 2022 Annual Report for information.

CARRIED

7. APPROVAL OF MINUTES

7.1 Regular Council Meeting No. 1587, Tuesday September 12, 2023

Moved/Seconded

THAT the minutes from the Regular Council Meeting No. 1587, held on September 12, 2023, be adopted as circulated.

CARRIED

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

12. STAFF REPORTS

12.1 Office of the CAO

a. Office of the CAO 2023 Second and Third Quarter Operational Priorities Update

Moved/Seconded

THAT the Office of the CAO 2023 Second and Third Quarter Operational Priorities and Update be received for information.

CARRIED

12.2 Corporate and Legislative Services

a. Corporate and Legislative Services 2023 Second and Third Quarter Updates

Moved/Seconded

THAT the Corporate and Legislative Services 2023 Second and Third Quarter Administrative Report be received for information.

CARRIED

b. Council Correspondence Policy COU-013

Council discussed the policy under consideration for adoption and raised concerns about the possibility of separating the correspondence associated with an open development application when presented to Council to enhance its visibility, or whether it needs be included as an appendix on a staff report. Staff confirmed that the correspondence could be detached from the relevant staff report as long as it is presented at the same meeting the staff report is being presented.

Moved/Seconded

THAT the Council Correspondence Policy COU-013 be adopted as presented.

CARRIED

12.3 Development Services

a. Development Services 2023 Second and Third Quarter Update

Moved/Seconded

THAT the Development Services 2023 Second and Third Quarter Report be received for information.

CARRIED

12.4 Finance

a. 2024-2028 Five Year Financial Plan Schedule

Staff noted that the approval of the Five-Year Financial Plan Schedule would allow for initiation of earlier engagement with Council on budget and some flexibility to accommodate the Council meeting schedule that will be presented to Council during the October 31 Council meeting.

Moved/Seconded

THAT Council approve the 2024-2028 Five Year Financial Plan schedule as presented.

CARRIED

12.5 Operations

a. Operation Services 2023 Second and Third Quarter Report

Moved/Seconded

THAT the Operations 2023 Second and Third Quarter Report be received for information.

CARRIED

12.6 Recreation

a. Recreation Services 2023 Second and Third Quarter Update

Moved/Seconded

THAT Council receive the Recreation Services 2023 Second and Third Quarter Report for information.

CARRIED

12.7 Pemberton Fire Rescue

a. Pemberton Fire Rescue 2023 Second and Third Quarter Update

Moved/Seconded

THAT the Pemberton Fire Rescue 2023 Second and 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 the Village of Pemberton's application to the UBCM Community Emergency Preparedness Fund, for funding up to \$30,000, towards improving the Village's Fire Fighter training facility be supported.

CARRIED

13. BYLAWS

13.1 Village of Pemberton Housing Agreement (Harrow Road Project) Bylaw No. 949, 2023

Moved/Seconded

THAT Village of Pemberton Housing Agreement (Harrow Road Project) Bylaw No. 949, 2023 be adopted as presented.

CARRIED

13.2 Zoning Amendment Comprehensive Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022

Moved/Seconded

THAT Zoning Amendment Comprehensive Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 be given Fourth Reading and Adopted.

CARRIED

13.3 Zoning Amendment (Comprehensive Development Zone 7 - Prospect Apartments) Bylaw No. 948, 2023

Council deliberated over the discussion points brought forward during the Public Hearing that was held on September 12, 2023. There were three (3) members of the public that spoke about parking concerns and whether the parking variance will pose serious concerns to new residents. Council indicated that it may start the moving away from personal vehicles and creating a higher reliance on public transport.

Additionally, Council discussed the Community Amenity Contribution (CAC) and suggested the potential of receiving the CAC by cash in kind. Council expressed concern over the relevancy of the priorities in the current CAC policy and the need to review in the present tense. This would ensure that the policy reflects the Village of Pemberton's current values when staff negotiate CAC's with developers.

Moved/Seconded

THAT Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, be referred back to staff;

AND THAT Staff be permitted to return to the proponent to request if the Community Amenity Contribution could be offered in the form of cash in kind.

CARRIED

Moved/Seconded

THAT the Public Hearing meeting minutes be received.

CARRIED

13.4 Amending Bylaws 950, 951, 952, Building, Fees and Charges, and Parking

- a. **Village of Pemberton Building Bylaw No. 912, 2021, Amendment Bylaw 950, 2023**

Moved/Seconded

THAT Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Construction Management) Amendment Bylaw No. 950, 2023 be given first, second and third readings.

CARRIED

- b. **Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment Bylaw No. 951, 2023**

Moved/Seconded

THAT Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment Bylaw No. 951, 2023 be given, first, second, and third readings.

CARRIED

- c. **Parking and Traffic Control Bylaw No. 840, 2018, Amendment Bylaw No. 952, 2023**

Moved/Seconded

THAT Parking and Traffic Control Bylaw No. 840, 2018, Amendment (Housekeeping) Bylaw No. 952, 2023 be given first, second and third readings.

CARRIED

13.5 Village of Pemberton Permissive Tax Exemption (SSCS - Harrow Road Affordable Housing Project) Bylaw No. 953, 2023

Moved/Seconded

THAT Village of Pemberton Permissive Tax Exemption (Sea to Sky Community Services - Harrow Rd Affordable Housing Project) Bylaw No. 953, 2023 receive first, second and third readings.

CARRIED

14. MAYOR'S Report

Mayor Richman commented on the productive week at the Union of BC Municipalities held during the week of September 18.

Mayor Richman reported on the following meetings:

- Mayor of the Resort Municipality of Whistler;
- Minister of Health;
- Representatives from CN Rail;
- Minister of Municipal Affairs;
- BC Hydro; and
- Squamish-Lillooet Regional District Board Meeting.

15. COUNCILLORS' Reports

Councillor Nightingale attended and reported on the following meetings:

- 2023 UBCM Convention;
- Library Board Meeting; and
- Spelkúmtn Community Forest Board Meeting

Councillor Craddock attended and reported on the following meetings:

- Fire Department Open House; and
- 2023 UBCM Convention

Councillor Ramsden attended and reported on the following meetings:

- 2023 UBCM Convention

16. CORRESPONDENCE

16.1 Correspondence for Action

- a. **Karen Tomlinson, President, Pemberton Rotary Club, dated October 6, 2023, regarding October 24, 2023 World Polio Day Proclamation**

Moved/Seconded

THAT the Village of Pemberton Council hereby proclaim that October 24th, 2023 is International Polio Day.

CARRIED

- b. **Ambrose Yung, Registrar, Youth Parliament of B.C Alumni Society, dated September 14, 2023, regarding Youth Parliament, 95th Parliamentary Session opportunity**

Moved/Seconded

THAT the correspondence be referred to Pemberton Secondary School for information.

CARRIED

16.2 Correspondence for Information

- a. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated September 20, 2023, regarding funding opportunities through the Climate Resilient Coastal Communities Program
- b. Whitney Dean, Stakeholder Engagement Advisor, BC Hydro, dated September 22, 2023, regarding the Pemberton Substation Rebuild Project
- c. Mitzi Dean, Minister of Children and Family Development, dated September 26, 2023, regarding Foster Family Month
- d. Cathy Peters, BC Anti Human Trafficking Educator, dated September 27, 2023, regarding the UBCM Anti Human Trafficking Initiative booth
- e. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated October 4, 2023, regarding the Employment and Social Development Canada funding opportunities

Moved/Seconded

THAT the Correspondence for Information items 17.2 (a) through (f) be received for information.

CARRIED

17. DECISION ON LATE BUSINESS

18. LATE BUSINESS

19.1 Lisa Power, Resident, Collins Road, regarding the Pause of the Official Community Plan

Moved/Seconded

THAT the correspondence be referred to staff for response.

CARRIED

19. NOTICE OF MOTION

20. QUESTION PERIOD

Niki Vanker, Village of Pemberton

Ms. Vanker expressed her concerns in regards to the Council Correspondence Policy COU-013 and the perceived risk of correspondence from the public not making it on a Council agenda. Staff informed that all correspondence received addressing Mayor & Council will be responded to and informed as to when it would be appearing before Council.

21. IN CAMERA, CONTINUED

At 8:03pm Council moved to In Camera

THAT the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (c) labour 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.

22. RISE WITH REPORT

At 8:30pm Council rose with report from the In Camera Meeting No. 1588, held Tuesday October 17, 2023 on the following:

23.1 Den Duyf Park Amenity Building Civil Works Tender Award

The Village of Pemberton has awarded the Civil Works Tender contract for the Amenity Building at Den Duyf Park to Coast Mountain Excavations Ltd.

23. ADJOURNMENT OF REGULAR COUNCIL MEETING

At 8:32 the meeting was adjourned.

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

Mike Richman, Mayor

Ethan Fredeen, Deputy Corporate Officer