

THE VILLAGE OF PEMBERTON

-COMMITTEE OF THE WHOLE – - MINUTES -

Minutes of a Committee of the Whole of the Village of Pemberton held Tuesday, November 20, 2007 at 10:00 a.m. in Council Office, 7400 Prospect Street.

IN ATTENDANCE:

Mayor Jordan Sturdy
Councillor Kirsten McLeod
Councillor David MacKenzie
Councillor Jennie Helmer

ABSENT:

Councillor Mark Blundell

STAFF IN ATTENDANCE:

Lori Pilon – Administrator
Sheena Fraser – Manager of Administration
Nikki Gilmore – Manager of Finance
Russell Mack- Works Manager, Fire Chief
Liz Jones – Manager of Development Services
Christian Staehli – Manager of Community Services

1. Call To Order

At 10:00 a.m. Mayor Sturdy called the Meeting to Order.

2. Bee Keeping Bylaw No. 454, 2000 – Review

Moved/Seconded

THAT the report from the Administrator, dated November 20, 2007, reviewing the Bee Keeping Bylaw No. 454, 2000 be received;

AND THAT the Beekeeping Bylaw No. 454, 2000 be amended to incorporate City of Vancouver's beekeeping guidelines as appropriate.

CARRIED

3. School Board Policy Referrals:

Policy & Regulation & Administrative Procedure 1004.1 Community Use of School Facilities, Buildings and Grounds

Moved/Seconded

THAT the Village responds to the School Board request for input on the procedures and regulations regarding rental and use of School District buildings and grounds by community groups with the following recommendations:

- The Signal Hill Elementary School (SHE) Joint Use Committee, as described in the Community Space Operating Agreement, signed August 7, 2001, be established by January 31, 2008.
- The SHE Joint Use Committee meet in early February, 2008 to review the Community Space Operating Agreement in conjunction with Regulation R1004.1 and to discuss the use of space, financials, communications between the Village and the School District and to explore how Signal Hill Elementary School could be used during summer, spring and Christmas breaks and determine an appropriate course of action to accommodate this use.

- The SHE Joint Use Committee review the booking policy with an aim to consider a second booking call in the winter (ie: January) to allow for sufficient time to plan spring/summer programs.
- Recreational groups be included within Use Group 1A thereby enabling these groups access to school facilities at no charge in order to promote the provincial initiative focused on developing healthy communities.

CARRIED

4. Secondary Suite Policy

Report from Manager of Finance, dated November 20, 2007, presented for information.

Moved/Seconded

THAT whereas the Village of Pemberton has implemented a program to identify all residences which contain a secondary suite, the purpose of which is to allow for a fair and equitable apportionment of the cost of operating water and sewer utilities by enabling billing of the secondary suites,

NOW THEREFORE be it resolved that:

- correspondence be sent to all homeowners in the Village currently being billed for single family utilities outlining the new procedures that includes the requirement for any homeowner that does not have a secondary suite to sign a statutory declaration and schedule a follow up inspection to confirm non-existence of a suite in order to be eligible for single family utility billing;
- staff develop an appropriate definition of secondary suite to be included in the letter;
- that the penalty for nonconformance will be a doubling of the utility bill in the approximate amount of \$711.

CARRIED

5. Regional Growth Strategy Update and Upcoming EOF

Moved/Seconded

THAT the report from the Manger of Development Services, dated November 20, 2007, be received.

CARRIED

6. IN CAMERA

THAT pursuant to Section 90(1) (i) of the Community Charter, the Council of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters of which the public shall be excluded from attending.

At 11:50 a.m. the meeting moved to In Camera.

At 12:50 p.m. the Council Rose without Report.

7. TERMINATION

At 12:50 p.m. the meeting was adjourned.

Mayor

Administrator