

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, November 4th, 2014 at 7:00 p.m. in Council Chambers, 1350 Aster Street. This is Meeting No. 1382.

IN ATTENDANCE: Acting Mayor Mike Richman
Councillor Ted Craddock
Councillor James Linklater
Councillor Alan LeBlanc

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Lonny Miller, Manager of Public Works and Capital Projects
Lisa Pedrini, Planning Consultant
Paige MacWilliam, Legislative Assistant

Public: 11

1. CALL TO ORDER

At 7:05 Acting Mayor Richman called the meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the Agenda be approved as presented.

CARRIED

3. APPOINTMENT OF THE CHIEF ADMINISTRATIVE OFFICER

Moved/Seconded

THAT the appointment of Sheena Fraser as Acting Chief Administrative Officer be rescinded;

AND THAT Ms. Nikki Gilmore be appointed as Chief Administrative Officer (CAO) for the Village of Pemberton effective Monday, November 3, 2014;

AND THAT Ms. Nikki Gilmore be appointed;

- 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;
- Airport Manager,
- A Financial Signing Officer for the Village.

CARRIED

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1380 – Tuesday, October 21, 2014

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1380, held Tuesday, October 21, 2014 be adopted as circulated.

CARRIED

b) Committee of the Whole Meeting No. 122 – Tuesday, October 21, 2014

Moved/Seconded

THAT the minutes of Committee of the Whole Meeting No. 122, held Thursday, October 21, 2014 be adopted as circulated.

CARRIED

c) Special Council Meeting No. 1381 – Friday, October 31, 2014

Moved/Seconded

THAT the minutes from the Special Council Meeting No. 1381, held Friday, October 31, 2014 be adopted as circulated.

CARRIED

5. BUSINESS ARISING from Committee of the Whole Meeting No. 122

a) Ministry of Forests – Community Forest Application Process

Moved/Seconded

THAT staff be directed to include the Community Forest Application in the 2015 budget deliberations and strategic planning process;

AND THAT correspondence be sent to the British Columbia Timber Sales and Ministry of Forest, Lands and Natural Resources advising that the Village is still interested in the concept of a Community Forest and consideration will be given to undertaking a feasibility study as part of the 2015 budget and strategic planning discussions.

CARRIED

6. MINUTES TO BE RECEIVED

There are no minutes to be received.

7. REPORTS

a) ADMINISTRATION

i. Community Enhancement Fund – Pemberton Secondary School Senior Boys Soccer Team

Four representatives of the Senior Boys Soccer team attended the meeting and advised Council on their fundraising activities to date noting that they will continue to fundraise after returning home from the tournament, which starts Nov 5th.

Moved/Seconded

THAT Council approves an allocation from the Community Enhancement Fund, in the amount of \$1,000, to assist with travel expenses for the Pemberton Secondary School Senior Boys Soccer Team to attend the BC "A" Boys Soccer Provincial Championship scheduled for November 5-8, 2014 in Nakusp.

CARRIED

ii. Village of Pemberton Trail Standard Guidelines

The Trail Standard Guidelines were presented and it was requested that reference be added into the guidelines respecting water erosion management.

Moved/Seconded

THAT the Trails Standard Guidelines, dated November, 2014, be adopted as amended to include a statement addressing water erosion management.

CARRIED

iii. Community Alcohol Policy

Council discussed the purpose of the Community Alcohol Policy as a guideline for staff and event managers in all three communities: Squamish-Lillooet Regional District, Lil'Wat Nation and Village of Pemberton.

Moved/Seconded

THAT the Community Alcohol Policy be adopted.

CARRIED

iv. 2015 Age-Friendly Community Planning & Project Grants – Pemberton Men's Shed

Moved/Seconded

THAT Council supports the 2014 Age Friendly Community Planning and Project Grant for the establishment of the Pemberton Men's Shed.

CARRIED

b) DEVELOPMENT SERVICES

i. Sunstone Ridge DVP113

Moved/Seconded

THAT Council approve the following road standards for the Sunstone Ridge development:

	Bylaw Standard	Right-of-way Width	Total Asphalt Width	Shoulder	Drainage	Sidewalk	On-Street Parking
Roads C, D and E	Local Hillside (Development)	18-m	6.6-m	0.5-m	Curb and Gutter on Low Side	1.0-m gravel	No*
Road F	Local Hillside (Development)	15-m	6.6-m	0.5-m	Curb and Gutter on Low Side	1.0-m gravel	No*
Lane	Lane	n/a	6.6-m	0.5-m	Ditch on High Side		

AND THAT if sufficient on-site parking for difficult development parcels cannot be demonstrated to the satisfaction of Village Staff, then the Total Asphalt Width of the road adjacent to those parcels is to be increased by 2.5-m to accommodate roadside parking for those parcels.

CARRIED

c) PUBLIC WORKS

i. September/October 2014, Public Works Project Updates

Lonny Miller, Manager of Public Works and Capital Projects, presented to an overview on the state of the Village of Pemberton infrastructure. Miller noted that there will be significant capital investments required to remediate aging infrastructure and assets.

Moved/Seconded

THAT the report be received as information.

CARRIED

ii. Asset Management Strategy - Road Assessment

Moved/Seconded

THAT Council receive the Kerr Wood Leidal October 21, 2014 Roads Condition Assessment and Capital Plan;

AND THAT Staff be directed to proceed to obtain proposals to assess and integrate with the roads assessment the underground services

and develop an inventory, condition and capital plan for medium-long term asset renewal.

CARRIED

iii. Eagle Drive Rock Slide - Preliminary Rockfall Mitigation Assessment

Moved/Seconded

THAT Council receive the EXP Services Inc. October 20, 2014 Preliminary Rockfall Mitigation Assessment;

AND THAT Staff be directed to proceed to obtain proposals from qualified contractors to complete the mitigation measures for each zone as detailed in the report and report back to Council for further discussion and direction.

CARRIED

d) FINANCE

i. Downtown Community Barn

Moved/Seconded

THAT Council receives this report for information;

AND THAT Council authorize Staff to secure short term financing to a maximum amount of \$83,000 through the Municipal Finance Authority of British Columbia for the Village's contribution and the shortfall.

AND THAT should any additional funds be received for the Downtown Community Barn project, they shall be applied towards the short term loan.

CARRIED

e) ACTING MAYOR

Acting Mayor Richman made the following announcements:

- Advanced Voting for the 2014 Village of Pemberton General Election takes place, **THIS WEDNESDAY, Nov. 5th and again on Wednesday Nov. 12th at the Village of Pemberton (7400 Prospect Street) between 8am-8pm.** Be sure to visit www.pemberton.ca for ID requirements and voter eligibility.
- As of Nov. 1st, Winter Parking regulations are in effect. From this Saturday, overnight parking is only permitted on the ODD side of the street. Vehicles parked on the even side of the street between 9pm and 9am will be ticketed and towed. If you have any questions, contact the Village Office at [604.894.6135](tel:604.894.6135) or admin@pemberton.ca.

- Stewardship Pemberton is 1 of 12 finalists selected for the B.C. Hydro Community Champions Grant! The top three organizations that receive the most votes can win up to \$10,000 in grant money. Watch their video at www.stewardshippemberton.com and vote today! SHARE wide and far within social media and your own circles! Voting closes Nov. 30th, 2014.
- Don't forget to nominate a Wellness Champion be recognized at the 2014 Winds of Change Wellness Gathering on Nov. 22, 2014. Please fill out a nomination form at thewellnessalmanac.com and deliver to the Village of Pemberton or the Ull'us Community Centre by Friday, Nov. 7, 2014.
- The Farmer's Institute is holding a FREE 2-day workshop on developing the marketing and business skills to successfully develop your farm on Nov. 20th and 21st, 2014. Only 20 spots are available. Email Camelsbackharvest@gmail.com for more information.
- Reminder that the Village of Pemberton Offices will be closed on Tuesday, Nov. 11th for Remembrance Day.
- The Remembrance Day parade will commence at the Fire Hall at 10:15am and finish at the Legion for a Service of Remembrance and laying of the wreaths. The Public is invited into the branch for refreshments and a light lunch.

Reported on the following:

- Attended the opening of the museum archive building
- Attended the Tree celebration at the Community Barn to acknowledge the support of TD Green Streets
- Attended Safe Relationship/Safe Community Forum
- Acknowledge the work of the Fire Department on ensuring safety and providing the fireworks on Halloween
- Attended Ministry of Transportation 10 Year Transportation Plan community consultation session. Discussed priorities for the Pemberton area with a focus on alternative transportation such as bike lanes (improved safety and tourism), and a renewed passenger train. Directed staff to provide a written submission from the Village of Pemberton outlining transportation priorities.
- Request that the Manager of Corporate and Legislative Services, Ms. Fraser, provide an update on the election. The Village of Pemberton will be required to hold an election for mayor unless the Minister approves the withdrawal of mayoral candidate from the election.

f) COUNCILLOR REPORT

Councillor Craddock

Councillor Craddock reported on Squamish-Lillooet Regional District (SLRD) Board meeting:

- Alternative Approval Process for the borrowing to purchase new SLRD office space
- Regional Growth Strategy Amendment approved
- All day session on SLRD budgeting to be held on Nov. 26th, 2014
- Solid Waste Management Communication Plan Complete
- Naylor right-of-way approved
- Gates Lake Park project update – cost of maintaining shared amenity a consideration for Council
- Pemberton Valley Transit contract expires in March – responsibility to pass to Village of Pemberton and/or Mount Currie

Councillor Linklater

Councillor Linklater reported on the following:

- Attended Winds of Change committee meeting and reported that the committee is pleased with the Community Alcohol Policy
- Attended Dr. Art Hister's presentation
- Attended Tree celebration at the Community Barn to acknowledge the support of TD Green Streets
- Attended Winterfest Planning Committee - plans are underway for the event and include an alternative location if there is inclement weather.

Councillor LeBlanc

Councillor LeBlanc had nothing to report.

8. BYLAWS

a) Village of Pemberton Parking and Traffic Control Fine Amendment Bylaw No. 777, 2014 – Fourth and Final Readings

Moved/Seconded

THAT Council give Fourth and Final reading to Parking and Traffic Control Fine Amendment Bylaw No. 777, 2014.

CARRIED

b) Village of Pemberton Municipal Ticket Information Utilization Amendment Bylaw No. 778, 2014 – Fourth and Final Readings

Moved/Seconded

THAT Council give Fourth and Final reading to Municipal Ticket Information Utilization Amendment Bylaw No. 778, 2014

CARRIED

9. CORRESPONDENCE – For Information

- a) John Horgan, Leader Official Opposition and Selina Robinson, MLA Coquitlam-Maillardville, dated October 2, 2014, regarding a follow up to the 2014 UBCM convention, as well, wishing the best of luck to those running for re-election.
- b) Norm Letnick, Minister, Ministry of Agriculture, dated October 15, 2014, thanking the Village of Pemberton for hosting the September 22, 2014 UBCM Agricultural Tour.
- c) Suzanne Anton, Attorney General, Minister of Justice, dated October 20, 2014, thanks the Village of Pemberton for the informative meeting at the UBCM convention.

Moved/Seconded

THAT Council receive the correspondence for information.

CARRIED

10. NEW BUSINESS

There was no New Business.

11. NOTICE OF MOTION

There was no Notice of Motion.

12. QUESTION PERIOD

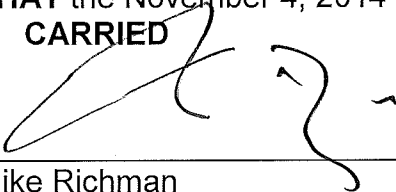
As per Council Policy due to the upcoming municipal elections, which will be held on Saturday, November 15, 2014, the Open Question Period will not be held during the eight-week period immediately preceding the local government elections.

13. ADJOURNMENT


Moved/Seconded

THAT the November 4, 2014 Regular meeting be adjourned at 9:25 pm

CARRIED



Mike Richman
Acting Mayor



Sheena Fraser
Corporate Officer