

**VILLAGE OF PEMBERTON**  
**-COMMITTEE OF THE WHOLE MEETING MINUTES-**

**Minutes** for the **Committee of the Whole** of Council of the Village of Pemberton held Tuesday, October 21, 2014 at 10:00 a.m. in Council Chambers, 1350 Aster Street. This is Meeting No. 122.

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**ATTENDING:** Acting Mayor Mike Richman  
Councillor Ted Craddock  
Councillor James Linklater

**ABSENT:** Councillor Alan LeBlanc

**STAFF:** Sheena Fraser, Acting Chief Administrative Officer/Manager Corporate & Legislative Services, Acting Chief Administrative Officer  
Nikki Gilmore, Manager of Finance  
Bettina Falloon, Executive Assistant/Emergency Program Coordinator

**Public:** 13

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**1. CALL TO ORDER**

At 10:02 am. Acting Mayor Richman called the October 21, 2014 Committee of Whole meeting to order.

**2. APPROVAL OF AGENDA**

Moved/Seconded

**THAT** the agenda be approved as amended to include item 2(a) as Rutherford Industrial Park.

**CARRIED**

**a) Rutherford Industrial Park**

Councillor Craddock expressed concern with respect to recent activity at the Rutherford Industrial Park on the site of the cement barrier area. Staff will follow up with Innergix.

**3. Draft Trail Standards**

Sheena Fraser, Manager of Legislative & Corporate Services/Acting CAO presented a report prepared by Caroline Lamont, former Manager of Development Services, and the draft Trail Standards for consideration by the Committee of the Whole.

Tracy Napier, contract planning consultant, provided an overview of the proposed trails standard policy and answered questions.

Moved/Seconded

**THAT** the Committee of the Whole recommend to Council that the Trail Standards, dated August 2014, be amended to incorporate changes as discussed:

- Identify that Type 1 & Type 2 could be considered for year round access with accessibility for snow removal equipment;
- Change title of report to "*Trail Standards Guidelines*";
- Refer to Pemberton Valley Trails Association for information.

**AND THAT** the Committee of the Whole recommends to Council that the Trails Standard Guidelines be brought forward for adoption at the next council meeting on November 4<sup>th</sup>, 2014.

**CARRIED**

#### 4. DELEGATION

##### b) Winds of Change – Community Alcohol Policy

Sheldon Tetreault, Chair, Winds of Change Committee  
Margaret Forbes, Project Consultant, Community Alcohol Policy

Mr. Tetreault provided an overview of the Community Alcohol Policy (CAP) initiative and the involvement of the Winds of Change.

Ms. Forbes presented the details of the CAP community consultation process and findings. Additionally, Forbes highlighted the development process of how a CAP can be implemented and why, noting that it provides clear guidelines for alcohol use in local government facilities and that it fosters a culture of moderation. Overall the CAP was well received with 66.7% respondents in support of the CAP process. Forbes outlined what the CAP report includes, noting that it aligns with provincial liquor licensing laws, existing local government bylaws and incorporates harm-prevention strategies to mitigate liability and enhance community health and safety.

Mr. Tetreault reiterated how the CAP meets with the Winds of Change mandate and adds to the various harm reduction projects completed to date. He notes that the CAP is a legacy document for all communities.

Council asked questions and provided comments on the thoroughness of document, noting that it will be a key supporting document to accompany the Special Events Bylaw and the Park Use and Open Spaces Bylaw.

Moved/Seconded

**THAT** the Committee of the Whole recommend to Council that the Community Alcohol Policy (CAP) be brought forward for adoption at the next Council meeting on November 4<sup>th</sup>, 2014;

**AND THAT** a letter of correspondence be sent to Squamish Lillooet Regional District-Area C and Lil'wat Nation, advising that the Village of Pemberton will be bringing forward for adoption the Community Alcohol Policy;

**AND THAT** Council supports the recommendations outlined in the Policy and looks to incorporate the CAP as a key supporting document to existing bylaws and policies.

**CARRIED**

**c) Ministry of Forests – Community Forest Application Process**

Randy Aitken, Tenures Officer, Forest Tenures Section, Coast Area Operations Division  
Joanne Leo, Resource Officer, Sea to Sky Nature Resource District  
Peter Barss, RPF, Natural Resource Forester, Sea to Sky Natural Resource District

Mr. Aitken provided an overview of the ABC's of applying for a Community Forest Agreement. Aitken reviewed each step of the process providing details of requirements, estimated timing and information needed to ensure understanding of the pre-invitation, invitation, application, evaluation to execute an agreement. Aitken outlined Ministry of Forest's timelines and commitments to the process noting that they would like an understanding of the Village's intent by March 31, 2015 for continuation of the application process.

It was identified that consideration needs to be given to the establishment of a business entity which must be in place prior to an application being considered by the Minister. It is estimated that to undertake all the requirements needed to be in place to make an application it can take anywhere from 6 months to 2 years depending on the type of business entity that has been selected such as a partnering agreement, establishment of a corporation or community licensee. Concurrent to the development of a business model must also be the development of a Forest Management Plan, A stewardship Plan, Business Plan, associated partnering agreements that may be required and First Nation and community consultation.

Council discussed and asked further questions noting that there are factors to consider and understand such as costs, resources, timelines, community support etc.

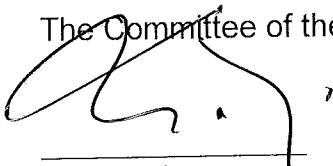
Moved/Seconded

**THAT** the Committee of the Whole recommend to Council that Staff be directed to include the Community Forest Application in the 2015 budget deliberations and strategic planning process.

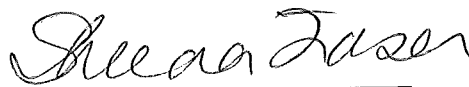
**CARRIED**

**5. ADJOURNMENT**

The Committee of the Whole was adjourned at 12:13p.m.



Mike Richman  
Acting Mayor



Sheena Fraser  
Corporate Officer