

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, September 12, 2017 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1456.

IN ATTENDANCE: Mayor Mike Richman
Councillor Ted Craddock
Councillor Jennie Helmer
Councillor James Linklater
Councillor Karen Ross

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Tim Harris, Manager of Operations & Development Services
Elysia Harvey, Legislative Assistant

Public: 2

1. CALL TO ORDER

At 5:34 p.m. Mayor Richman called the meeting 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.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as presented
CARRIED

3. RISE WITH REPORT FROM IN CAMERA (CLOSED)

a) Friendship Trail Bridge Project

Council Rose with Report from the In Camera meeting held earlier today that Staff has been directed to re-issue a Request for Proposal for the construction of the Friendship Trail Bridge.

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1455 – Tuesday, July 25, 2017

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1455, held Tuesday, July 25, 2017, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising from the previous regular council meeting

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

Recommendations from the Committee of the Whole:

a) Affordable Housing Plan Review

Recommendation One:

Moved/Seconded

THAT staff be directed to review and update the 2009 Affordable Housing Strategy Background Report with current information regarding community housing need, supply and demand.

CARRIED

Recommendation Two:

Moved/Seconded

THAT Council supports the development of an Affordable Housing Action Plan, which would include clear targets and tools to facilitate a range of affordable housing for employees, seniors, people in high need and include hospice opportunities as amended at the Council meeting.

CARRIED

b) SHORT-TERM VACATION RENTALS – MANAGEMENT OPTIONS

Moved/Seconded

THAT staff be directed to create a definition of short-term vacation rental in the draft new Zoning Bylaw and permit their use under the following conditions:

- Only in those zones that currently permit a bed and breakfast (as defined by Zoning Bylaw No. 466, 2001);
- Only permitted within the principal dwelling, unless the property owner receives a Temporary Use Permit (TUP) for their property to allow this use in a secondary suite (a TUP would allow the use on a temporary basis for up to

a maximum of three (3) years, with the ability to renew once for a maximum of three (3) more years, and would require an application fee, notification as per the *Local Government Act*, and the opportunity to include other specific conditions as needed), thus keeping a majority of secondary suites in the long term rental pool;

- Up to a maximum of two (2) guests per bedroom, to a total household maximum of eight (8) guests with one (1) off-street parking space provided per bedroom used for short term vacation rental;
- Operators of short term vacation rentals will be required to apply for a business licence, which entails zoning, building and fire safety inspections;
- The total number of business licences issued for short term vacation rental properties would be limited to a certain number for the community as a whole with appropriate caps per neighbourhood and per street at a number to be determined, and applications would be accepted on an annual first come first served basis;
- Operators of short term vacation rentals would be required to maintain a \$2,500 infraction deposit with the Village of Pemberton, which would be drawn upon in the case of complaints warranting staff time;
- Operators of short term vacation rentals would be required to enter into a 'Good Neighbour Agreement', details of which to be developed;
- Operators of short term vacation rentals will be subject to the same utility rates as bed and breakfast operators;
- Breakfast would not have to be included.

CARRIED

OPPOSED: COUNCILLOR CRADDOCK

Moved/Seconded

THAT upon adoption of the Zoning Bylaw, staff be directed to amend the Business Licence Bylaw to include a definition of short term vacation rentals (in alignment with the Zoning Bylaw definition), establish a separate Business Licence fee, and require proof of insurance for short term vacation rental business licences;

AND THAT and the Municipal Ticketing Information Utilization Bylaw be amended to support the regulation of this new type of home-based commercial business.

CARRIED

OPPOSED: COUNCILLOR CRADDOCK

7. COMMITTEE MINUTES – FOR INFORMATION

There were no minutes to be received.

8. DELEGATIONS

a) Corporal Mike Hamilton, RCMP Sea to Sky Regional Detachment – Update

Corporal Hamilton introduced himself to Council and provided an overview of the activities of the RCMP that included a comparison of the 2015-2016 crime

statistics, within the Village of Pemberton a review of the Annual Performance Planning, and identified local RCMP's top priorities road safety, distracted driving, producing good-quality investigations, and being pro-active within the community.

Corporal Hamilton sought feedback from Council on ideas for improved community policing and outreach.

b) Dr. Judith Fothergill, Sea to Sky Community Hospice Capital Campaign Update

Dr. Fothergill presented information respecting the need for hospice beds in the Sea to Sky Corridor and presented the concept plans for a new facility, the budget and commitments received as well as the fundraising efforts that have been undertaken to date.

Dr. Fothergill assured Council that Pemberton and Lil'wat residents will have equal access to the hospice beds based on medical need, and requested that the Village keep the hospice project in mind when funding opportunities present themselves.

9. REPORTS

a) Office of the CAO

i. Chief Administrative Officer – Verbal Update

• Soccer Field Request For Expression of Interest – Update

Chief Administrative Officer Nikki Gilmore provided an update on the work that has been taking place to develop a Request For Expression of Interest (RFEOI), and Request For Proposal (RFP) for the development of soccer fields at the Recreation Site.

Moved/Seconded

THAT the Chief Administrative Officer send email correspondence to members of the Pemberton Valley Utilities and Services Committee providing an update on the status of the soccer field development;

AND THAT Chief Administrative Officer send email correspondence to the Squamish-Lillooet Regional District Area C Director and CAO regarding cost sharing with the Village of Pemberton the expenses associated with obtaining the Request For Expression of Interest and the Request for Proposal.

CARRIED

Moved/Seconded

THAT the Village of Pemberton proceed with Request For Expression of Interest for both grass and turf field options once confirmation has been received from the SLRD on funding.

CARRIED

ii. Annual Operating Agreement between Village of Pemberton and BC Transit – Authorization to Execute the Amending Agreement

Moved/Seconded

THAT the Mayor and Chief Administrative Officer be authorized to execute the amendment of the Annual Operating Agreement between the Village of Pemberton and BC Transit effective April 1, 2017.

CARRIED

iii. Healthy Community Partners Agreement – Village of Pemberton and Vancouver Coastal Health

Moved/Seconded

THAT Council endorses the Healthy Communities Partnership Agreement between the Village of Pemberton and Vancouver Coastal Health.

AND THAT the Mayor and Chief Administrative Officer be authorized to execute the Agreement.

CARRIED

b) Corporate and Legislative Services Department

At 7:00pm Councillor Linklater declared a conflict pursuant to Section 100(2)(b) of the Community Charter, and left the meeting.

i. Community Enhancement Fund – Rotary/Lion's Barn Dance Sponsorship Request

Moved/Seconded

THAT a contribution, in the amount of \$1,500, from the Community Enhancement Fund in the form of a Platinum Sponsorship for the Pemberton Barn Dance be approved.

CARRIED

At 7:02pm Councillor Linklater rejoined the meeting.

ii. Street Naming Listing

Moved/Seconded

THAT the Street Name Listing, dated August, 2017, be approved as presented.

CARRIED

iii. Bylaw Enforcement Policy – Amendment

Moved/Seconded

THAT the Bylaw Enforcement Policy be amended as presented.

CARRIED

c) Operations and Development Services Department

i. 2016 Annual Drinking Water System Report

Moved/Seconded

THAT the 2016 Drinking Water System Annual Report be received for information.

CARRIED

d) Mayor's Report

Mayor Richman provided comment on the Wildfire season, noting that local governments need to continue to advocate for emergency planning and funding coordination, and noted that as a community we need to continue to be prepared in the event of emergencies such as seen this summer. Mayor Richman commended and acknowledged the Village of Pemberton Firefighters who supported the firefighting effort.

Mayor Richman also welcomed two new staff members, Elysia Harvey, Legislative Assistant, and Barb Ruzicka, Senior Accountant.

Mayor Richman reminded those in attendance of the following upcoming events:

- September 13th – an Area C OCP Amendment, Zoning Bylaw and Regional Growth Strategy Amendments public hearing.
- September 17th – Terry Fox Run
- September 19th – Pemberton Recreation Lands Ribbon Cutting. This event is to acknowledge the generous donation of recreation lands to the Village of Pemberton from the Den Duyf Family.
- September 23rd – Rotary Lions Club Barn Dance
- September 25th – Mayors Caucus at Union of British Columbia Municipalities Conference
- September 26th-29th – Union of British Columbia Municipalities Conference

e) Councillors' Reports

i. Councillor Ted Craddock

Councillor Craddock reported on the following:

- Voiced appreciation of the paving progress in town
- Expressed concern regarding the large numbers of visitors to Joffre Lakes (2,000+/day) during the summer months is posing increased safety concerns along the roadway, as well as negative environmental impacts
- Provided comment regarding trail maintenance along the Arn Canal
- Noted that internet connection challenges continue as there is limited accessibility to new service connections for new residents.

ii. Councillor Karen Ross

Councillor Ross reported on the following:

- Attended Economic Development Task Force meeting
- Attended the SLRD Board Meeting

iii. Councillor James Linklater

Councillor Linklater did not report.

iv. Councillor Jennie Helmer

Councillor Helmer did not report.

11. BYLAWS

a) Bylaws for Adoption

i. Street Naming and Civic Addressing Bylaw No. 819, 2017

Moved/Seconded

THAT Street Naming and Civic Addressing Bylaw No. 819, 2017 receive Fourth and Final Readings.

CARRIED

ii. Sewer Rates Amendment Bylaw No. 820, 2017

Moved/Seconded

THAT Sewer Rates Amendment Bylaw No. 820, 2017 receive Fourth and Final Readings.

CARRIED

12. CORRESPONDENCE

a) For Action

- i. **Patricia Heintzman, Mayor, District of Squamish, dated July 19, 2017, requesting support for resolutions submitted for consideration at the Union of British Columbia Conference in September.**

Moved/Seconded

THAT correspondence from Patricia Heintzman, Mayor, District of Squamish, be received for information.

CARRIED

- ii. **Ryan Wainwright, Emergency Program Manager, Squamish-Lillooet Regional District (SLRD), dated August 14, 2017, request for Letter of Support for the SLRD application to Emergency Management BC.**

Moved/Seconded

THAT the Village provide a Letter of Support for the SLRD application to Emergency Management BC to receive National Disaster Mitigation Program Funding for a flood and geo-hazard risk review within the SLRD.

CARRIED

- iii. **Liz Scroggins, Project Coordinator/Community Liaison, Innergex, dated September 7, 2017, requesting a Letter of Endorsement from the Village of Pemberton.**

Moved/Seconded

THAT the Village provide a Letter of Endorsement to Innergex.

CARRIED

- iv. **Henry Braun, Mayor, City of Abbotsford, dated September 5, 2017, seeing support for a resolution submitted for consideration at the Union of British Columbia Conference in September.**

THAT correspondence from Henry Braun, City of Abbotsford, be received for information.

CARRIED

a) For Information

- i. **R. Dix, Executive Correspondence Officer, Prime Minister's Office, acknowledgement respecting the Village's support for the Government of Canada's actions to reinstate the Salmon Enhancement Program.**
- ii. **Chris Plagnol, Corporate Officer, Metro Vancouver, dated July 27, 2017, regarding UBCM Resolutions on Electric Vehicle Charging in Stratified Multi-Unit Residential Buildings.**
- iii. **Copy of correspondence sent by the Squamish-Lillooet Regional District to Jesse Morwood, Area Manager, Ministry of Transportation and**

Infrastructure, dated August 4, 2017, regarding IRONMAN CANADA (Whistler) Routing.

- iv. **Laurie Gourlay, Interim Director, Salish Sea Trust, dated August 8, 2017, press release “Anointed by The Salish Sea”.**
- v. **Carol Todd, Amanda Todd Legacy Society, dated August 15, 2017, regarding World Mental Health Day.**
- vi. **Brooke Browning, Municipal Clerk, dated August 22, 2017, acknowledgement of Village of Pemberton IRONMAN Canada – Notice of Non-Support from the Village of Pemberton.**
- vii. **Tara Faganello, ADM, Local Government Division, Ministry of Municipal Affairs and Housing and Gary McIsaac, Executive Director, UBCM, dated September 3, 2017, extending congratulations for achieving the Village’s goal of corporate carbon neutrality for 2016.**

Moved/Seconded

THAT the above correspondence items i., ii., iii., iv., vi., & vii. be received for information.

AND THAT a proclamation of support be issued by the Village of Pemberton in support of correspondence item v. regarding World Mental Health Day.

CARRIED

World Mental Health Day Proclamation

“World Mental Health Day”
October 10, 2017

Moved/Seconded

WHEREAS; over 450 million individuals around the world are living with mental illness that could benefit from early diagnosis and appropriate and adequate treatment and support; and

WHEREAS, fewer than one-half of those who could benefit from early diagnosis and treatment for mental illness receive any treatment or care at all; and

WHEREAS, mental illness such as anxiety disorders, major depressive disorder, bipolar disorder, and schizophrenia are leading causes of poor work performance, family disruptions, and even suicide, and contribute greatly to the global burden of disease; and

WHEREAS, these startling health statistics and the human toll they represent are often given little attention or concern by the general public, the general

healthcare system, and elected and appointed public policy makers, resulting in inadequate priority being given those disorders; and

WHEREAS, the World Federation for Mental Health has designated October 10, 2017 for World Mental Health Day and urges increased effort and action intended to improve mental health services and ready access to services by those experiencing serious mental health problems and disorders;

NOW THEREFORE, I, Mike Richman, Mayor of the Village of Pemberton, do hereby proclaim October 10, 2017 "World Mental Health Day" in the Village of Pemberton.

CARRIED

14. DECISION ON LATE BUSINESS

There was no late business for consideration.

15. LATE BUSINESS

16. NOTICE OF MOTION

There was no Notice of Motion presented for consideration.

17. QUESTION PERIOD

No questions were presented.

18. ADJOURNMENT

At 7:48 p.m. the Regular Council Meeting was adjourned.



Mike Richman
Mayor



Sheena Fraser
Corporate Officer