

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

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, March 10, 2020 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1510.

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**IN ATTENDANCE:** Mayor Mike Richman  
Councillor Ted Craddock  
Councillor Leah Noble  
Councillor Amica Antonelli  
Councillor Ryan Zant

**STAFF IN ATTENDANCE:** Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Lisa Pedrini, Manager of Development Services  
Elysia Harvey, Legislative Assistant  
Sarah Toews, Emergency Program Coordinator  
Cameron Chalmers, Contract Planner  
Matthew Rempel, Planning & GIS Technician

**Public:** 9

**Media:** 1

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**5:30 p.m.                    2020 BUDGET INFORMATION SESSION**

Lena Martin, Manager of Finance & Administration, presented highlights of the draft 2020 budget thus far for the public's information. Budget items were reviewed by department and items which are currently still under review by Council were noted.

**Questions from the public:**

Anne Crowley, Village of Pemberton, inquired about water and sewer projects being funded by reserves.

**1. CALL TO ORDER**

At 5:51 p.m. Mayor Richman called the Regular Council 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 circulated.

**CARRIED**

**3. RISE WITH REPORT FROM IN CAMERA (CLOSED)**

Council did not rise with report.

**4. ADOPTION OF MINUTES**

**a) Regular Council Meeting No. 1509, Tuesday, March 10, 2020**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1509, held Tuesday February 25, 2020, be adopted as circulated.

**CARRIED**

**5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING**

There was no business arising.

**6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING**

There was no business arising from the Committee of the Whole.

**7. COMMITTEE MINUTES – FOR INFORMATION**

There were no Committee Minutes for information.

**8. DELEGATIONS**

**a) Tourism Pemberton**

Mark Mendonca, President, Tourism Pemberton, presented information on the organization's activities for 2019, 2020 Business Plan, *Economic Impacts of Pemberton-SLRD C Tourism* report, and Analysis and Recommendations Report prepared by Capilano University's Tourism Program students.

The presentation included an additional request for funding, in the amount of \$42,000 (\$21,000 from the Village with matching funds from the Squamish-Lillooet Regional District), annually for the next five years, in addition to \$8,000 in Pemberton & District Initiative Fund funding previously supported by Council in February 2020.

Mr. Mendonca advised that Tourism Pemberton intends to apply to the Municipal and Regional District Tax (MRDT) program for funding. However, in order to ensure the support of the roofed accommodation providers which is a requirement of the application, Tourism Pemberton requested that a memorandum of understanding (MOU) be entered into with the Village to ensure the funding commitment from the Village is in place. Mr. Mendonca advised that the total ask

of \$50,000 in funding for 2020 would help to facilitate strategic plans such as destination marketing initiatives, enhancement of visitor experiences, and secure partnerships for marketing investments.

Council recognized tourism as a valuable industry in Pemberton and encouraged the organization to continue seeking other funding opportunities, however advised that due to budget deliberations already underway for 2020, as well as the need to support funding for other important community initiatives, the request for \$42,000 could not be accommodated for 2020. Mayor Richman committed to bringing back this matter for discussion at a future time.

The previous funding commitment in the amount of \$8,000 from the Pemberton & District Initiative Fund will be forthcoming to support Tourism Pemberton for 2020.

## **9. REPORTS**

### **a) Office of the Chief Administrative Officer**

#### **i. Emergency Operations Centres & Training Funding Application**

Moved/Seconded

**THAT** Council supports an application to UBCM's Emergency Operations Centres & Training Grant program, in an amount up to \$25,000, to provide Staff with the required training to operate an activated Emergency Operations Centre.

**CARRIED**

#### **ii. Downtown Enhancement Project – Contingency Borrowing Options**

Moved/Seconded

**THAT** Council proceed with Short-Term Financing totaling \$300,000 over a 5 Year term through the Municipal Finance Authority.

**CARRIED**

**AND THAT** Council allocate an additional \$302,881 from Road Reserves to the Downtown Enhancement Project Contingency.

**CARRIED**

Moved/Seconded

**THAT** Council rescind 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Readings on the Downtown Enhancement Project Contingency and Downtown Barn Parking Lot Bylaw No. 863, 2019.

**CARRIED**

### **iii. Vancouver Coastal Health Authority – COVID-2019 - Update**

Nikki Gilmore, CAO, provided Council with the recent news release document issued by the Office of the Provincial Health Officer on community preparedness for the COVID-2019 virus. CAO Gilmore noted that Vancouver Coastal Health, as the authority on local public health, will initiate any necessary communications and preparedness measures for public awareness.

Council noted that hand sanitation stations are located at entrances/exits of municipal buildings within the Village.

Moved/Seconded

**THAT** the information provided by Vancouver Coastal Health regarding COVID-2019 be received.

**CARRIED**

### **b) Corporate & Legislative Services**

#### **i. Memorial Dedication Program and Policy**

Moved/Seconded

**THAT** PW-008 Park Bend Dedication Policy, approved May 2009, be rescinded.

**CARRIED**

Moved/Seconded

**THAT** amendments be made to the Memorial Dedication Policy (PW\_010) including removal of "Memorial" from the title, flexibility in design of donated items, and additional options for donated items (i.e. planters).

**CARRIED**

### **c) Development Services**

#### **i. 2020 – 2021 Affordable Housing Work Program**

Moved/Seconded

**THAT** an invitation be extended to BC Housing and Canada Mortgage and Housing Corporation to present information on affordable housing options for Pemberton at a future Council meeting.

Moved/Seconded

**THAT** Council endorse the 2020-2021 Affordable Housing Work Program.

**CARRIED**

## ii. **Big Mountain Bike Adventures Ltd. Crown Land Referral**

CAO Gilmore provided information to Council on a Crown Land Tenure application and Tenure Management Plan submitted by Big Mountain Bike Adventures Ltd. The Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRORD) has issued a referral to Staff requesting comments on the application.

Moved/Seconded

**THAT** the Crown Land Tenure application on behalf of Big Mountain Bike Adventures Ltd. be supported conditionally based on the organization reinvesting resources into preserving and maintaining the trails they are utilizing.

**AND THAT** the tenure be granted for a three-year term to allow for regular reviews of the number of riders using the trails and impacts to trails.

**CARRIED**

**OPPOSED: COUNCILLOR CRADOCK**

## d) **MAYOR'S Report**

Mayor Richman reported on the following meetings:

- Attended the Sea to Sky Region Hospital District Board Meeting; agenda items included:
  - Budget
  - Renovations to mental health space
  - Identification of priority items in budget
- Attended the Squamish-Lillooet Regional District Board Meeting; agenda items included:
  - Appointment of Kristen Clark as interim CAO and Graham Haywood as interim Director of Corporate and Legislative Services
  - Hiring process for new CAO ongoing
  - New building bylaw
  - Zoning amendment bylaw for Wedgewoods
  - Temporary Use Permit extended for Britannia Beach
  - Community amenity contributions policy update
  - Emergency Operations Centres & Training grant application
  - Correspondence to Ministry of Forests, Lands, Natural Resource Operations & Rural Development regarding retail sale of invasive plants
- Attended Squamish-Lillooet Regional District Committee of the Whole budget session
- Attended the Pemberton Valley Utilities & Services (PVUS) Committee meeting; agenda items included:

- Cemetery Committee delegation presentation regarding expansion and improvement of the cemetery grounds
- Budget
- Pemberton television radio costs
  
- Coffee with the Mayor is coming up on March 30<sup>th</sup>, 4-6 pm at Stay Wild. Come have a beverage and let's talk budget, transportation, childcare, recreation, economic development and whatever else is on your mind.
- Congratulations to Pemberton and District Chamber of Commerce for hiring their first Executive Director, Meredith Kemp. We look forward to working with Meredith and the Chamber.
- Congratulations and well-done to two Pemberton residents who participated in the BC Games; Seth Robert competed in the Skiing-Alpine category and Katrina Nightingale was the assistant coast in the Biathlon Category.

#### e) **COUNCILLORS' Reports**

##### **Councillor Zant**

Councillor Zant reported upcoming attendance at the Cemetery Committee meeting on March 12<sup>th</sup> and the March 11<sup>th</sup> Tourism Pemberton meeting.

##### **Councillor Antonelli**

Councillor Antonelli commented on the Callaghan Valley Cross-Country ski race and noted that Pemberton was well represented.

##### **Councillor Noble**

Councillor Noble warned of a fatal attack on livestock near the Glen neighbourhood on March 9<sup>th</sup>.

**Councillor Craddock did not report.**

## **10. BYLAWS**

### **a) Bylaw for Adoption**

#### **i. Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020**

Moved/Seconded

**THAT** the Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020, be adopted.

**CARRIED**

## 11. CORRESPONDENCE

### a) For Action

At 7:52 p.m. Mayor Richman declared a conflict of interest pursuant to section 100 (2) (a) and excused himself from the meeting.

- i. **Gail Talbot, Committee Member, Red Devils Alumni Association, dated February 27, 2020, donation request for donation for the Red Devils Alumni Association Annual Fundraiser to be held Saturday, April 25, 2020.**

Moved/Seconded

**THAT** funding, in the amount of \$250, be allocated from the Community Enhancement Fund to support the April 25<sup>th</sup>, 2020, Red Devils Alumni Association Fundraiser.

**CARRIED**

At 7:53 p.m. Mayor Richman returned to the meeting.

- ii. **Jagoda Kozikowski, Village of Pemberton, dated February 27, 2020, expressing concerns around the recently approved expansion of the Sunstone Development, including OCP amendment and public outreach.**

Moved/Seconded

**THAT** the correspondence be referred to Staff for a response.

**CARRIED**

### b) For Information

- i. **Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated February 24, 2020, extending appreciation to the Minister for Rural Economic Development on the development and delivery of the new Universal Broadband Fund.**
- ii. **Heather O'Hara, Executive Director, BC Association of Farmers' Markets, dated February 19, 2020, sharing 2019 results and expressing appreciation for support of the BC Farmers' Market Nutritional Coupon Program.**
- iii. **Maja Tait, UBCM President, dated February 27, 2020, regarding the Village of Pemberton resolution submission requesting First Nations Participation on Commissions and advising that the UBCM Executive endorsed the resolution with an amendment.**

- iv. **Darryl Walker, Mayor, City of White Rock, dated February 26, 2020, requesting support for a resolution regarding creation of a risk-sharing model that returns Strata premiums and owner deductibles to 2019 levels.**
- v. **Maja Tait, UBCM President and Claire Moglove, Chair, Resolutions Committee, dated March 4, 2020, regarding the UBCM Resolutions Process.**

Moved/Seconded

**THAT** the above correspondence be received for information.

**CARRIED**

## **12. DECISION ON LATE BUSINESS**

Moved/Seconded

**THAT** the correspondence from Kostya De, General Manager, GP Cannabis, dated March 6, 2020, be considered as late business.

**CARRIED**

## **13. LATE BUSINESS**

- a) **Kostya De, General Manger, GP Cannabis, dated March 6, 2020, requesting that the Non-Medical (Recreational) Cannabis Retail Policy be amended to remove the requirement to have a minimum of two (2) employees on site at all times.**

Moved/Seconded

**THAT** Staff be directed to review the Non-Medical (Recreational) Cannabis Retail Policy respecting the staffing requirements and bring a report to Council at a future meeting.

**CARRIED**

## **14. NOTICE OF MOTION**

## **15. QUESTION PERIOD**

Vanessa Murphy, Sales & Marketing Manager, Big Mountain Bike Adventures Ltd., commented on the Crown Land tenure application currently under review.

## **16. IN CAMERA**

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* Sections 90 (1) (l) discussions with municipal officials that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

**CARRIED**

At 8:00 p.m. Council moved In Camera

At 8:10 p.m. Council Rose without Report.

**17. RISE FROM IN CAMERA**

**18. ADJOURNMENT**

Moved/Seconded

**THAT** the Regular Council Meeting be adjourned.

**CARRIED**

At 8:10 p.m. the Regular Council Meeting was adjourned.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer