

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

Meeting #: 1591  
Date: Tuesday, December 5, 2023, 5:30 pm  
Location: Council Chambers & Zoom Webinar  
7400 Prospect Street

COUNCILLORS: Mayor Mike Richman  
Councillor Ted Craddock  
Councillor Jennie Helmer  
Councillor Katrina Nightingale  
Councillor Laura Ramsden

STAFF: Gwendolyn Kennedy, Manager of Corporate & Legislative Services  
Sheena Fraser, Corporate and Legislative Services Advisor\*  
Elizabeth Tracy, Chief Administrative Officer  
Ethan Fredeen, Deputy Corporate Officer  
Scott McRae, Manager of Development Services\*  
Thomas Sikora, Manager of Finance\*  
Sach Wijayabandara, Project Engineer\*

DELEGATIONS: Maude Cyr, Village resident  
VIRTU Resorts & Residences

PUBLIC 14

MEDIA 1

*\*Denotes partial attendance*

*A recording of the meeting was made available to the media and public.*

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**1. CALL TO ORDER**

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.

At 1:17pm Mayor Richman called the meeting to order.

**2. IN CAMERA**

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (c) employee relations, (g) litigation and (i) solicitor client privilege and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

**CARRIED**

**3. RECESS REGULAR MEETING**

At 1:18pm Council recessed the regular meeting and moved in camera.

#### **4. RECONVENE REGULAR MEETING**

At 5:30pm Mayor Richman reconvened the regular meeting.

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.

#### **5. RISE WITH REPORT FROM IN CAMERA**

#### **6. DELEGATION**

##### **6.1 Maude Cyr, Resident, Chair of Generation**

At 5:31pm, Maude Cyr, Village resident, joined the meeting in Council Chambers.

Ms. Cyr presented a Powerpoint describing the Chair of Generations project. The project, which donates chairs decorated by children to government bodies, seeks to remind elected officials that the future belongs to the younger generation. The extravagantly decorated chairs serve as a symbolic placeholder for the younger generation at the governing table with the aim of reminding elected officials to consider children and youth in all decision making. Ms. Cyr noted that she anticipates returning with the children involved in the project in February or March.

Ms. Cyr left the meeting at 5:45pm.

##### **6.2 Sandi Lesueur, Chief Executive Officer, VIRTU Resorts & Residences Ltd.**

At 5:45pm, Sandi Lesueur, Chief Executive Officer, VIRTU Resorts and Residences, introduced team members Suzara Viray, chief financial officer, and Jodi Guthrie, president, SET Consulting.

Ms. Lesueur presented Council with VIRTU Resort's proposed development in the Sunstone area and indicated that she wished to gauge whether Council has an interest in seeing such a development within the Village.

Sandi Lesueur left the meeting at 6:01pm.

#### **7. ADOPTION OF AGENDA**

Moved/Seconded

**THAT** Council adopts the agenda as presented.

**CARRIED**

#### **8. APPROVAL OF MINUTES**

**8.1 Regular Council Meeting No. 1590, Tuesday November 21, 2023**

Moved/Seconded

**THAT** Council approves the minutes of Regular Council Meeting No. 1590, held Tuesday, November 21, 2023, as circulated.

**CARRIED**

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

**10. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE**

**11. COMMITTEE MINUTES - FOR INFORMATION**

**12. STAFF REPORTS**

**12.1 Office of the CAO**

**a. Chief Administrative Officer's Report**

CAO Tracy welcomed Gwendolyn Kennedy, new Manager of Corporate & Legislative Services, and thanked outgoing Deputy Corporate Officer Ethan Fredeen for his contribution to the Village administration.

CAO Tracy expressed thanks to Natalie Langman, Executive Director of the Pemberton and District Chamber of Commerce, for hosting the November 29th Lunch and Learn session, Shaping Pemberton's Future Together.

Ms. Tracy provided information regarding an opportunity for grant funding under the Complete Communities program that may contribute to funding the proposed protocol agreement update. Ms. Tracy sought a resolution from Council in support of the grant application.

Moved/Seconded

**THAT** Council endorses the UBCM Complete Communities Program Grant Application, and if successful, directs staff to provide overall grant management as per the Union of British Columbia Municipalities' grant requirements.

**CARRIED**

**12.2 Corporate and Legislative Services**

**a. Lower Mainland Local Government Association Resolutions for 2024**

Council directed staff to research the following topics and report to Council at a future meeting:

- funding opportunities for municipalities that do not own land suitable for housing development and do not have access to crown land suitable for housing development; and
- funding opportunities to offset the impact on municipalities when waiving development fees for affordable housing.

Moved/Seconded

**THAT** staff prepare a resolution for submission to the Lower Mainland Local Government Association conference to be held May 1 – 3, 2024, seeking support from the Province for small towns and rural communities that experience accelerated growth due to the new housing legislation, in the form of a more transitional funding model for RCMP services, and present the resolution to Council for review at a future meeting.

**CARRIED**

Moved/Seconded

**THAT** staff prepare a resolution for submission to the Lower Mainland Local Government Association conference to be held May 1 – 3, 2024, seeking provincial funding to support the increased demand for health care and public transit that will accompany the growth in housing stimulated by recent legislative changes, and present the resolution to Council for review at a future meeting.

**CARRIED**

**b. Corporate Officer Appointment**

Moved/Seconded

**THAT** the appointment of Elizabeth Tracy as Corporate Officer for the Village of Pemberton be rescinded effective December 5, 2023.

**CARRIED**

Moved/Seconded

**THAT** Gwendolyn Kennedy be appointed to the role of Corporate Officer for the Village of Pemberton, with all the duties and responsibilities assigned under Section 148 of the *Community Charter* and Village of Pemberton Officers Bylaw No. 683, 2011, effective December 5, 2023;

**AND THAT** Gwendolyn Kennedy be added as an administrative signing authority on the Village of Pemberton TD Bank account(s), the Village of Pemberton Scotiabank account(s) and the North Shore Credit Union account(s);

**AND THAT** Gwendolyn Kennedy be added as a signing authority on all authorizations from Municipal Finance Authority by the Village of Pemberton.

**CARRIED**

Moved/Seconded

**THAT** the appointment of Ethan Fredeen as Deputy Corporate Officer for the Village of Pemberton be rescinded effective December 8, 2023.

**CARRIED**

**12.3 Operations**

**a. British Columbia Air Access Program - Airport Infrastructure Funding**

Moved/Seconded

**THAT** the application to the British Columbia Air Access Program for Airport Infrastructure Funding, up to an amount of \$200,000, be supported;

**AND THAT** 25%, in the amount of \$50,000, in matching funds be approved  
**CARRIED**

### **13. BYLAWS**

#### **13.1 Triple Combination Pumper Truck Loan Authorization Bylaw No. 954, 2023**

Moved/Seconded

**THAT** Triple Combination Pumper Truck Loan Authorization Bylaw No. 954, 2023 be given first, second and third readings.

**CARRIED**

### **14. MAYOR'S Report**

Mayor Richman reported on the following:

- Squamish-Lillooet Regional District Board meeting;
- Fire Committee;
- Pemberton Valley Utilities and Services Society;
- Meeting with Pemberton Secondary School leadership group; and
- Chamber Lunch and Learn.

Mayor Richman thanked the Pemberton Childcare Society for hosting the Christmas bazaar on the weekend.

### **15. COUNCILLORS' Reports**

Councillor Ramsden reported on the Pemberton Valley Utilities and Services Committee meeting held November 30<sup>th</sup> and informed Council that Mayor Richman was appointed chair of the committee and that Councillor Ramsden was appointed vice-chair.

### **16. CORRESPONDENCE**

#### **16.1 Correspondence for Action**

#### **16.2 Correspondence for Information**

- a. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 21, 2023 regarding the 2024 Constituency Youth Council.

Councillor Nightingale volunteered to speak to Pemberton Secondary School students about 2024 Constituency Youth Council opportunity.

Moved/Seconded

**THAT** correspondence item 14.2a be received.

**CARRIED**

- b. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 22, 2023 regarding call for proposals under the Canada Service Corps.
- c. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 22, 2023 regarding National Settlement and Resettlement Funding.
- d. Patrick Weiler, MP, West Vancouver-Sunshine Coast - Sea to Sky Country, dated November 22, 2023 regarding Tourism Growth Program Launch.

Moved/Seconded

**THAT** correspondence items 14.2b through d be received.

**CARRIED**

**17. DECISION ON LATE BUSINESS**

**18. LATE BUSINESS**

**19. NOTICE OF MOTION**

**20. QUESTION PERIOD**

**21. IN CAMERA, CONTINUED**

At 7:07pm Council recessed the regular meeting and moved in camera.

Moved/Seconded

**THAT** the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (c) employee relations, (g) litigation and (i) solicitor client privilege and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

**CARRIED**

**22. RECONVENE REGULAR MEETING**

At 7:14pm Mayor Richman reconvened the regular meeting.

**23. RISE WITH REPORT**

At 7:14pm Council rose with report on the following:

Resolution One:

**THAT** correspondence be sent to MLA Jordan Sturdy requesting his support in helping to secure provincial support for resources to assist the SPCA and RCMP to address the ongoing issues related to the roaming horses in the Pemberton Valley;

**AND THAT** the correspondence be copied to Lílwat Nation Chiefs and Council.

Resolution Two:

**THAT** correspondence be sent to the SPCA from Mayor and Council requesting support in exploring options for enforcement of the Prevention of *Cruelty to Animals Act* that will hold the owner of the roaming horses accountable to ensuring the horses are kept safe and secured;

**AND THAT** the correspondence includes a request for a meeting on this matter

Resolution Three:

**THAT** correspondence be sent to the Ministry of Transportation & Infrastructure requesting additional 'livestock on roads' signage and use of an electronic sign board along Highway 99 between Pemberton and Lillooet Lake to warn drivers of the potential of livestock being on the road;

**AND THAT** the correspondence be copied to Lílwat Nation, MLA Jordan Sturdy and the Minister of Transportation.

Resolution Four:

**THAT** Staff be directed to amend the Village of Pemberton Animal Control Bylaw No. 839, 2018 to remove provisions in the bylaw that could be applied with respect to livestock at large.

**24. ADJOURNMENT OF REGULAR COUNCIL MEETING**

At 7:16pm the regular meeting was adjourned.

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Mike Richman, Mayor

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Gwendolyn Kennedy, Corporate Officer