

**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, November 7, 2017, at 1:00 p.m., at Council Chambers, 7400 Prospect Street. This is meeting No. 167.

ATTENDING: Mayor Mike Richman
Councillor James Linklater
Councillor Ted Craddock
Councillor Karen Ross

ABSENT: Councillor Jennie Helmer

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

PUBLIC: 8

1. CALL TO ORDER

At 1:15 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 amended to include an In-Camera portion pursuant to 90(1)(k) Negotiations of the Community Charter, following the last item.

CARRIED

3. APPROVAL OF THE MINUTES

a) Committee of the Whole No. 166 – Tuesday, September 12, 2017

Moved/Seconded

THAT the minutes of Committee of the Whole Meeting No. 166, held Tuesday, September 12, 2017, be adopted as circulated.

CARRIED

4. COMMUNITY INITIATIVE AND OPPORTUNITY FUND - UPDATE

Moved/Seconded

THAT the Committee of the Whole receive the Community Initiative and Opportunity Fund Update report for information.

CARRIED

a) 2017 Final Reports

i. **Anne Crowley, Pemberton Arts and Culture Council**

Ms. Crowley reported out on the part-time administrative position that is funded through the contributions from the Community Initiative and Opportunity Fund (CIOF), and the work that is accomplished through this position including organization of memberships and events. Some events put on by the Pemberton Arts and Culture Council in 2017 included Art on the Farm (Slow Food Cycle), Art in the Garden, Children's Art Festival, various workshops, and Mountains of Art and Expression gala event. Ms. Crowley reported a 16% increase in memberships and successful fundraising results through the Art in the Garden event. Future objectives include an increased presence in the community, increased support for artists, and raising funds for an art scholarship.

ii. **Dawn Johnson, Pemberton Farmers Market Association**

Ms. Johnson reported on the Farmers Market's progress in 2017, and recognized the Village's support through the CIOF as being an important contribution. This year included twenty-one (21) markets with forty-two (42) vendors, and an increased focus on promoting local farmers at the market. Some successful platforms included a Seedy Saturday Seed Swap, Stone Soup Celebration fundraiser, and the Nutrition Coupon Program. Ms. Johnson reported that although 2017 revenues were down, these were still above what was forecasted; and vendor sales have actually increased. To account for these differences, Ms. Johnson advised that the current vendors and the products/prices they offer are perhaps a better fit for the market, and tracking of sales data is being implemented. Goals for 2018 included adjusting the Farmers Market schedule to run from June until the end of October harvest season, additional fundraising efforts, and exploring further advertising opportunities.

At 1:40 p.m. Councillor Linklater declared a conflict pursuant to section 100 (2) (b) as he is a member of the WinterFest Organizing Committee and left the meeting.

iii. **Carlee Cindric, Spirit of BC (WinterFest)**

A breakdown was provided for the allocation of funds (\$4,500) provided by the CIOF in 2017. Due to the weather, WinterFest 2017 was divided into two events, with a 1-day Pop Up ice skating event held at One Mile Lake Park on January 14th, and a 2-day celebration at the Downtown Community Barn from January 20-22nd. Concerns have been raised regarding the ability to hold future WinterFest festivities due to low

attendance and volunteer participation. Plans to improve attendance include holding WinterFest 2018 festivities on New Year's Eve, December 31st, at the Community Centre. Event organizers are also interested in working with other local community groups to coordinate WinterFest activities and encourage more involvement.

At 1:49 p.m. Councillor Linklater returned to the meeting.

At 1:49 p.m. Councillor Ross declared a conflict pursuant to section 100 (2) (b) as she is the Past President of the Chamber of Commerce and left the meeting.

iv. Shirley Henry, Pemberton & District Chamber of Commerce

The CIOF funding provided to the Pemberton & District Chamber of Commerce is allocated to staffing of the Visitor Information Centre. The Visitor Information Centre operated from May 8th to September 30th, with five (5) staff members in 2017, and recorded 24,968 visitors stopping in at the Centre. One of the challenges faced in running the Visitor Information Centre is meeting the criteria necessary to remain an accredited member of Destination BC's Visitor Network. Ms. Henry suggested future development for the Visitors Information Centre might include combining a First Nations Cultural Centre in combination with the Visitor Centre.

v. Jessica Turner, Pemberton BMX Society

Ms. Turner reported that 2017 funding support through the CIOF, along with matched funds from the SLRD, has facilitated a wage subsidy for an administrative role to help with administrative and organizational tasks. The Pemberton BMX track experienced another busy and successful year in 2017 with the addition of more camps, an increased race schedule, and implementation of the Sea to Sky Series. The BMX Society continues to hold sanctioned races and cultivate talented riders. Another source of pride for the BMX Society is witnessing the confidence building many of their riders experience through their hard work at the track. Ms. Turner reported that height restrictions due to the power lines could limit the track's potential for growth; however, they continue to seek ways to improve the facility. Organizers would like to see developments in the quality of the track in the future, as well as improving volunteer efforts through organized volunteer training sessions.

vi. Carlee Cindric, Tourism Pemberton

Ms. Cindric reported on behalf of Tourism Pemberton in the absence of Mark Mendonca, President. The financial assistance received by Tourism Pemberton through the CIOF covers the wages of a part time marketing and event coordinator, with a key focus on Slow Food Cycle Sunday. Ms. Cindric reported that the Slow Food Cycle event attracted approximately 3,000 participants in 2017 and noted that the costs associated with the event have grown due to the increased safety requirements established by the Ministry of Transportation and Infrastructure and the road closure requirements. Tourism Pemberton also focused their efforts on creating a Pemberton & Area Hiking Map, as well as the development of a Tourism

Pemberton mobile application which endorses local businesses and events.

b) 2018 Applications for Funding

Consideration of the extension of agreements was referred to the In-Camera portion of the meeting, pursuant to section 90(1)(k) Negotiations.

5. CORPORATE QUARTERLY REPORT – OUSTANDING RESOLUTIONS

Moved/Seconded

THAT the Committee of the Whole recommends to Council that Staff incorporate the review of the draft Nuisance Bylaw into the 2018 work plan and to communicate with Lil'wat Nation in this regard.

CARRIED

Moved/Seconded

THAT the report be received for information.

CARRIED

PROCUREMENT POLICY - Discussion

Discussion took place regarding how some communities are developing new procurement policies in an effort to grow development in a way that supports a community's vision for growth.

Moved/Seconded

THAT Staff be directed to research example policies from other communities and bring back to a future Committee of the Whole meeting.

CARRIED

6. IN CAMERA

Moved/Seconded

THAT pursuant to Section 90(1) (k) Negotiations of the Community Charter, the Committee of the Whole of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purposes of dealing with matters for which the public shall be excluded from attending.

CARRIED

At 2:50 p.m. The Committee of the Whole moved In-Camera.

At 3:31 p.m. The Committee of the Whole Rose with Report.

7. RISE WITH REPORT

a) 2018 Applications for Funding

i. Pemberton Farmers Market Association

Moved/Seconded

THAT the Committee of the Whole recommend to Council that the Long Term Service Agreement between the Village and the Pemberton Farmers Market Association to support the position of Market Manager be extended for one (1) year (2018).

CARRIED

ii. Pemberton & District Chamber of Commerce

Moved/Seconded

THAT the Committee of the Whole recommend to Council that the Long Term Service Agreement between the Village and the Pemberton & District Chamber of Commerce for the Visitor Information Centre operations be extended for one (1) year 2018;

AND THAT the Pemberton & District Chamber of Commerce be advised that 2018 is the last year of the Long Term Service Agreement.

CARRIED

b) Invitation to SLRD Electoral Area C Director Russell Mack:

Moved/Seconded

THAT the Committee of the Whole recommend to Council that an invitation be extended to SLRD Electoral Area C Director to attend a future Committee of the Whole Meeting to discuss future funding for the Chamber of Commerce Visitor Information Centre.

CARRIED

8. ADJOURNMENT

The Committee of the Whole Meeting was adjourned at 3:32 p.m.



Mike Richman
Mayor



Sheena Fraser
Corporate Officer