

**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, January 28 at 1:00 p.m. in Council Chamber, 7400 Prospect Street. This is Meeting No. 201.

---

**ATTENDING:** Mayor Mike Richman  
Councilor Ted Craddock  
Councilor Leah Noble  
Councilor Amica Antonelli  
Councilor Ryan Zant

**STAFF:** Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Lisa Pedrini, Manager of Development Services  
Joanna Rees, Planner  
Elysia Harvey, Legislative Assistant

**PUBLIC:** 6

---

**1. CALL TO ORDER**

At 1:00 p.m. Mayor Richman called the January 28, 2020, Committee of Whole 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. ADOPTION OF MINUTES**

**a) Committee of the Whole Meeting No. 200, Tuesday, December 10, 2019**

Moved/Seconded  
**THAT** the minutes of Committee of the Whole Meeting No. 200, held Tuesday, December 10, 2019, be adopted as circulated.  
**CARRIED**

At 1:05 p.m. SLRD Area C Director Russell Mack, SLRD Area C Alternate Director Jan Kennett, and SLRD Project Coordinator Graham Haywood joined the meeting and took seats at the committee table.

#### **4. DELEGATIONS**

##### **Pemberton & District Initiative Fund Program – Proposals for Requests for Funding**

###### **a) Pemberton & District Chamber of Commerce**

Graham Turner, President, discussed some of the opportunities supported by previous grant funding the Pemberton & District Chamber of Commerce (the Chamber) has received from the Village's Community Initiative & Opportunity Fund and the Squamish-Lillooet Regional District, and presented what the Chamber's funding request would entail for 2020.

Mr. Turner spoke about some of the challenges the Chamber is facing including declining student employment funding (for the Visitor Information Centre) limitations of volunteer board members and maintaining and increasing Chamber memberships. Chamber Directors in attendance included Julie Kelly, Jacaranda Kruckewit, Steve McCloskey, Blair Kaplan and Mark Grosjean.

The Chamber will be seeking funding in the amount of \$20,000 for 2020 through the new Pemberton & District Initiative Fund Program (PDIF). The funds would be allocated to support a part-time Executive Director role to assist with the administration of the Chamber (approximately 20 hrs/week) as well as to facilitate continued operation of the Visitor Information Centre (VIC). Mr. Turner noted that it is anticipated that the cost to support the VIC and Executive Director position over the next 2 years will increase.

Mr. Turner indicated the Chamber's strategies for 2020 include maintenance and upkeep of the Data Portal and, with the assistance of an Executive Director, focus on business retention and economic development in the Village. Should funding via the PDIF program not be received, the Chamber would utilize its reserve funds to appoint an Executive Director. Mr. Turner also extended an invitation to the Chamber's Annual General Meeting on March 25<sup>th</sup>, 2020.

Mayor Richman thanked Mr. Turner for the presentation noting that the work the Chamber has been doing over the past five years has been very collaborative.

Mayor Richman providing clarity with respect to the PDIF Economic Development Fund component noting that the fund total is \$50,000.

**b) Mark Mendonca, President, Tourism Pemberton**

Mr. Mendonca, President, presented to the Committee Tourism Pemberton's proposal for a funding request from the new Pemberton & District Initiative Fund (PDIF) Program; a formal request will be submitted in 2020 once the PDIF criteria have been finalized. Mr. Mendonca indicated that Tourism Pemberton would be requesting funding, in the amount of \$8,000, in order to fill the role of Marketing Director.

The Marketing Director would be tasked with marketing, consulting, and website maintenance for Tourism Pemberton, as well assigned to coordinate the annual Slow Food Cycle. A different hourly rate applies for work done on the Slow Food Cycle event.

Mr. Mendonca also reported out on some of Tourism Pemberton's initiatives in 2019, which included an agreement with Capilano University for students to assist with the website and a possible mobile application. Other ongoing initiatives include seeking Municipal & Regional District Tax (MRDT) funding opportunities.

Mr. Mendonca advised that Tourism Pemberton plans to prepare an updated budget and business plan for presentation to the Village and SLRD for further funding..

Mayor Richman thanked Mr. Mendonca for the presentation.

At 1:59 p.m. Director Mack, Alternate Director Kennett and Mr. Haywood left the meeting.

**5. DRAFT CYCLING NETWORK PLAN**

Joanna Rees, Planner, provided the Committee with an overview of the Village's draft Cycling Network Plan, including the timeline of work completed to date. Most recently, Staff conducted a public Open House and Movie Night on January 21<sup>st</sup> to present the draft Plan to residents and to seek community feedback.

Through this public consultation, priority segments and connections within the Village were identified; these included connection of Pemberton Creek Trails at Highway 99 and priority road segments at Pemberton Meadows Road, Prospect Street, Pemberton Creek Trail, and Friendship Trail Segment 3. With respect to Actions, public responses indicated the highest emphasis was on building a continuous bicycle network that integrates smoothly with current trails and sidewalks and safety at intersections and crossings.

Moving forward, Staff are exploring grant opportunities, continuing public consultation with a Community Survey available until January 31<sup>st</sup>, and focusing on an implementation strategy.

Rees advised that it is anticipated The Cycling Network Plan will be brought forward to Council for approval in February.

Moved/Seconded

**THAT** the Committee of the Whole receive the draft Village of Pemberton Cycling Network Plan.

**CARRIED**

## **6. 2020 LMLGA RESOLUTIONS**

Potential topics for resolutions for submission to the Lower Mainland Local Government Association (LMLGA) were discussed and considered, including provincial funding towards geohazards and upgrades to local dikes. As a result, the following resolutions were passed:

Moved/Seconded

**THAT** Staff prepare a draft resolution regarding the seismic requirements for dyke upgrades in the Pemberton area.

**CARRIED**

Moved/Seconded

**THAT** Staff prepare a draft resolution regarding increased provincial funding for major geohazards which affect regions and the travelling public.

**CARRIED**

## **7. JOINT MEETING WITH SEA TO SKY SCHOOL DISTRICT NO. 48 BOARD OF TRUSTEES – Meeting Date Follow Up Discussion**

Sheena Fraser, Manager of Corporate & Legislative Services, sought Council's direction on scheduling a joint meeting with school board trustees from Sea to Sky School District No. 48. Council confirmed attendance for a meeting date of Wednesday April 8<sup>th</sup>, 2020 from 8:30-10:30 a.m.

## **8. ADJOURNMENT**

Moved/Seconded

**THAT** the Committee of Whole be adjourned at 2:38 p.m.

**CARRIED**

---

Mike Richman  
Mayor

---

Sheena Fraser  
Corporate Officer