

**VILLAGE OF PEMBERTON
-MAYORS TASK FORCE ON COVID-19 RESPONSE AND RELIEF
MEETING AGENDA-**

Agenda for the **Mayors Task Force on COVID-19 Response and Relief a Select Committee of Council** of the Village of Pemberton to be held Monday, July 27, 2022 at 9:00 a.m. via ZOOM Webinar. This is Meeting No.003.

“This meeting is being recorded on audio tape for minute-taking purposes as authorized by the Village of Pemberton Audio recording of Meetings Policy dated September 14, 2010.”

*** All Council and Staff will be attending the meeting electronically. Instructions for public participation at the meeting can be found here.**

Item of Business	Page No.
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 Lil'wat Nation.	
2. APPROVAL OF AGENDA	
Recommendation: THAT the Agenda be approved as presented.	
3. ADOPTION OF MINUTES	
a) Task Force Meeting No. 002, Monday, July 6, 2020	3
Recommendation: THAT the minutes of the Mayors Task Force on COVID-19 Response and Relieve, dated Monday, July 6, 2020, be adopted as circulated.	
4. BUSINESS ARISING FROM THE PREVIOUS MEETING	
5. COMMUNITY FEEDBACK & INPUT ROUNDTABLE	
6. Review of ThoughtExchange Report and discussion: https://my.thoughtexchange.com/report/cfa89f7ab61560f3323ac7d6b80d153a	
7. Confirmation of Themes (2-3 maximum)	
Recommendation: THAT the Mayor's Task Force provide feedback on the themes to be established as priorities of the Committee;	
AND THAT the Mayors Task Force make a recommendation to Council in this regard.	
8. Working Groups	
a) Appointment of the Working Groups, Theme Leaders and Support Team	
Recommendation: THAT the Mayor's Task Force establish Working Groups and make a recommendation to Council.	
b) Working Group Meeting Frequency and Reporting – discussion	
c) Working Group Support from Village of Pemberton Staff and Jacquie	

9. NEXT MEETING DATE

10. ADJOURNMENT

**VILLAGE OF PEMBERTON
MAYOR'S TASK FORCE ON COVID-19 RESPONSE AND RECOVERY COMMITTEE
MEETING MINUTES**

Minutes of the Mayor's Task Force on COVID-19 Response and Recovery Committee of Council of the Village of Pemberton held on Thursday, July 6, 2020 at 10:00 a.m. via ZOOM. This is Meeting No. 002.

MEMBERS IN ATTENDANCE*: Mayor Mike Richman (Chair)
Mark Mendonca
Meredith Kemp
Natalie Szewczyk
Jaye Russell
Stuart McConnachie
Erin Johnson
Rodney Payne
Ryan Zant
Jacquie Lloyd Smith
Judith Walton

STAFF IN ATTENDANCE*: Nikki Gilmore, Chief Administrative Officer
Jill Brooksbank, Senior Community Partnership and
Communications Coordinator
Elysia Harvey, Legislative Assistant

GENERAL PUBLIC: 0

MEDIA: 1

****ALL MEMBERS AND STAFF ATTENDED ELECTRONICALLY***

A RECORDING OF THE MEETING WAS MADE AVAILABLE TO THE PUBLIC

1. CALL TO ORDER

At 10:05 a.m. the meeting was called 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. ADOPTION OF MINUTES

a. Mayor's Task Force Meeting No. 001, Thursday, June 18, 2020

Moved/Seconded

THAT the minutes of the Mayor's Task Force Meeting No. 001, Thursday, June 18, 2020, be adopted as circulated.

CARRIED

4. MAYOR'S TASK FORCE PRESENTATION (PowerPoint presented at meeting)

- a. Group Charter**
- b. Establishing our Problem-Solving Process**
- c. Opportunities Review**
- d. Refine Community Question**
- e. Next Steps**
- f. North Star in Place in Vision**
- g. Document and Resource Sharing**

5. NEXT MEETING & DISCUSSION

Committee members participated in a roundtable discussion on the following:

- Support for the Group Charter, as presented;
- Processes involved in problem solving;
- Establishing an over-arching vision (North Star) for the Task Force;
- Alignment with the Village's Official Community Plan (OCP);
- Outreach to community members;
- Scope of Task Force mandates;
- Establishing a subcommittee system to engage with community members, identify opportunities & challenges, and to bring these back to the Task Force;
- Utilizing the problem-solving wheel;
- Diagnostic tools;
- Formation of a Community Question:
 - Introduction of the question as it relates to impacts of COVID-19 on the community while presenting it in a positive & compassionate context.
 - Formation of an open-ended question using "how might we" phrases;
- Various platforms for public survey on the community question;

The Committee also discussed scheduling the next meeting date and put forward the following recommendations to Council:

Moved/Seconded

THAT Staff present to Council the overall process of the Mayor's Task Force as laid out and seek approval to carry on in this direction.

CARRIED

Moved/Seconded

THAT Staff finalize the development of the community question and bring to Council on July 14th

CARRIED

6. ADJOURNMENT

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

At 11:59 a.m. the meeting was adjourned.

Mike Richman
Chair

DRAFT