

**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 Monday, July 27, 2020 at 9:00 a.m. via ZOOM. This is Meeting No. 003.

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**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

**ABSENT:** 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:** 0

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

***A RECORDING OF THE MEETING WAS MADE AVAILABLE TO THE PUBLIC***

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**1. CALL TO ORDER**

At 9:09 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. 002, Monday, July 6, 2020**

Moved/Seconded

**THAT** the minutes of the Mayor's Task Force Meeting No. 002, Monday, July 6, 2020, be adopted as circulated.

**CARRIED**

#### **4. BUSINESS ARISING FROM THE PREVIOUS MEETING**

There was no business arising from the previous meeting.

#### **5. COMMUNITY FEEDBACK & INPUT ROUNDTABLE**

Committee members took part in a roundtable discussion regarding the feedback received so far from the community on the ThoughtExchange survey question. Topics brought to the table for discussion included the following:

- Limited accessibility of survey question to senior community members through the ThoughtExchange platform is a concern;
- Launch of #PembertonPledge;
- Good number of responses so far & more expected over time as the survey remains ongoing;
- Visits down 50% at the Visitor Information Centre;
- Businesses seeing a reduction in mid-week visits while weekend numbers seem to be increasing;
- Concerns regarding accessibility of the survey question to community members without access to technology or with literacy issues;
- Daycare and after school care;
- Potential effects of a "second wave" and need for creative ideas and solutions (i.e. mom-sharing groups);
- Ensuring inclusivity and extending reach of the survey over time;
- Tourism Pemberton to be focusing on marketing approach for mid-week business visits.

#### **6. REVIEW OF THOUGHTEXCHANGE REPORT AND DISCUSSION**

Jill Brooksbank, Senior Community Partnership & Communications Coordinator presented an analysis of the survey results to date and identified prominent themes: tourism, transportation, food sustainability, and health & wellness.

Following the presentation, the Committee noted that the themes identified in the survey results were proportionate overall and discussed approaches to moving forward. A suggestion was put forward to cluster the themes sharing a common thread.

Discussion took place regarding the importance of identifying themes that could be applied to working actions as well as maintaining momentum of long-term goals.

The Committee decided to establish working groups to identify priority issues in each of the themes and incorporate a common problem-solving process.

## 7. CONFIRMATION OF THEMES

Moved/Seconded

**THAT** the Mayor's Task Force for COVID-19 Response and Recovery recommends to Council that the following two themes be established as priorities for the Committee: Economic Well-being and Social Well-being.

**CARRIED**

## 8. WORKING GROUPS

### a) Appointment of the Working Groups

Moved/Seconded

**THAT** the Committee appoints the following members to the established working groups:

Economic Well-being

Meredeth Kemp  
Stuart McConnachie  
Mark Mendonca  
Jaye Russell  
Rodney Payne

Social Well-being

Erin Johnson  
Ryan Zant  
Natalie Szewczyk  
Judith Walton  
Jacqueline Lloyd

**AND THAT** the members may be reassigned following the establishment of short-term priorities.

**CARRIED**

### b) Working Group Meeting Frequency and Reporting

The Committee discussed frequency of working group meetings and bringing the results of the smaller meetings back to the Committee meetings.

### c) Working Group Support

Discussion took place regarding appointment of Village Staff to each of the working groups: Nikki Gilmore appointed to Economic Well-being group, Jill Brooksbank appointed to Social Well-being group, and Mayor Richman appointed to participate in both groups.

Rodney Payne and Jacqueline Lloyd will participate as team leaders and offer support for both groups where needed. A standardized problem-solving process

will be finalized and distributed to the working groups to ensure consistency and efficiency in problem identification.

## 9. ADJOURNMENT

Moved/Seconded

**THAT** the meeting be adjourned.

**CARRIED**

At 10:51 a.m. the meeting was adjourned.

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Mike Richman  
Chair