

VILLAGE OF PEMBERTON

-INAUGURAL COUNCIL MEETING MINUTES-

Meeting #: 1570
 Date: Tuesday, November 1, 2022, 5:30 pm
 Location: Council Chambers
 7400 Prospect Street

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

STAFF: Elizabeth Tracy, Chief Administrative Officer
 Sheena Fraser, Manager of Corporate & Legislative Services
 Elena Aranguren, Office Coordinator

PUBLIC: 18

MEDIA:

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

1. **WELCOME BY CHIEF ADMINISTRATIVE OFFICER ELIZABETH TRACY**

At 5:32pm. Elizabeth Tracy, Chief Administrative Officer, called the meeting to order and welcomed Councillors and Mayor-Elect with the following statement:

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

Good evening and welcome to the inaugural meeting of the Village of Pemberton Council.

My name is Elizabeth Tracy and I am the Chief Administrative Officer for the Village of Pemberton.

It is with great pleasure that we are here tonight to swear-in to office the newly elected council for the Village of Pemberton.

On behalf of myself and village staff, I would like to take this opportunity to congratulate Mike Richman on being re-elected to the position of Mayor and Councillor Ted Craddock on his re-election to Council.

Congratulations and a very warm welcome to Councillors-elect Jennie Helmer, Katrina Nightingale and Laura Ramsden.

We look forward to working together for the next four years and are excited about the energy a new council brings to the table.

The proceedings for this evening's meeting will be as follows:

Sheena Fraser, Manager of Corporate & Legislative Services, in her capacity as Corporate Officer, will conduct the swearing in portion of the evening. Once sworn in each newly elected council member will take their seat at the council table.

Upon completion of the swearing in ceremony there will be a brief opportunity for photos.

Upon conclusion of the photo opportunity Mayor Richman will open the inaugural meeting of council.

I would like to now call upon Ms. Fraser to begin the swearing in of each member of council.

2. CORPORATE OFFICER TO ADMINISTER OATH OF OFFICE TO:

At 5:34pm Corporate Officer Sheena Fraser Administered the Oath of Office to:

- Mayor-Elect Mike Richman
- Councillor-Elect Ted Craddock
- Councillor-Elect Jennie Helmer
- Councillor-Elect Katrina Nightingale
- Councillor-Elect Laura Ramsden

At the conclusion of the Oath of Office Mayor and Council took their seats at the Council table.

3. MAYOR ASSUMED THE CHAIR OF THE MEETING

At 5:40pm the Mayor Mike Richman assumed the chair of the meeting and 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.

4. APPROVAL OF THE AGENDA

Moved/Seconded

THAT the agenda was approved as presented.

CARRIED

5. INAUGURAL STATEMENTS BY NEWLY ELECTED MAYOR AND COUNCIL

The newly elected council members each spoke noting they were grateful for the opportunity and excited to work with Council and staff members for the next four years.

For individual Council statements, please watch the recorded video of the Inaugural Council Meeting on our website: www.pemberton.ca

6. SQUAMISH-LILLOOET REGIONAL DISTRICT BOARD APPOINTMENT

Squamish-Lillooet Regional District Board appointments will be made at the meeting.

6.1 Squamish-Lillooet Regional District Board

Moved/Seconded

THAT Mayor Mike Richman be appointed as the Village of Pemberton representative to the Squamish-Lillooet Regional District Board;

AND THAT Councillor Katrina Nightingale be appointed as the Village of Pemberton alternate to the Squamish-Lillooet Regional District Board.

CARRIED

6.2 Sea to Sky Regional Hospital District Board

Moved/Seconded

THAT Mayor Mike Richman be appointed as the Village of Pemberton representative to the Sea to Sky Regional Hospital District Board;

AND THAT Councillor Katrina Nightingale be appointed as the Village of Pemberton alternate to the Sea to Sky Regional Hospital District Board.

CARRIED

6.3 Pemberton Valley Utilities and Services Committee

Moved/Seconded

THAT Mayor Mike Richman and Councillor Laura Ramsden be appointed as the Village of Pemberton representative to the Pemberton Valley Utilities & Services Committee.

CARRIED

6.4 Pemberton Lillooet Treaty Advisory (PLTAC)

Moved/Seconded

THAT Mike Richman be appointed as the Village of Pemberton representative to the Pemberton Lillooet Treaty Advisory Committee;

AND THAT Councillor Katrina Nightingale appointed as the Village of Pemberton alternate to the Pemberton Lillooet Treaty Advisory Committee.

CARRIED

7. OTHER BOARD/COMMITTEE APPOINTMENTS

To be presented at the meeting.

7.1 Pemberton & District Library Board

Moved/Seconded

THAT Councillor Katrina Nightingale be appointed as the Village of Pemberton representative to the Pemberton & District Library Board.

AND THAT Councillor Laura Ramsden be appointed as the Village of Pemberton alternate to the Pemberton & District Library Board.

CARRIED

7.2 Cemetery Committee

Moved/Seconded

THAT Councillor Katrina Nightingale be appointed as the Village of Pemberton representative to the Cemetery Committee.

AND THAT Councillor Jennie Helmer be appointed as the Village of Pemberton alternate to the Cemetery Committee.

CARRIED

7.3 Municipal Insurance Association of BC (MIABC)

Moved/Seconded

THAT Councillor Ted Craddock be appointed as the Village of Pemberton representative to the Municipal Insurance Association of BC.

AND THAT Councillor Jennie Helmer be appointed as the Village of Pemberton alternate to the Municipal Insurance Association of BC.

CARRIED

8. ACTING MAYOR SCHEDULE

Moved/Seconded

THAT the Councillors Craddock, Helmer, Nightingale and Ramsden assume the role of Acting Mayor according to the schedule below:

Councillor	Dates of Acting Mayor Assignment
Ted Craddock	December 2022, January 2023, February 2023
Jennie Helmer	March, April and May 2023
Katrina Nightingale	June, July and August 2023
Laura Ramsden	September, October, November 2023

CARRIED

8.1 Other Appointments

(i) Parcel Tax Review

Moved/Seconded

THAT Councillor Craddock, Helmer and Ramsden be appointed as the Village of Pemberton representative to the Parcel Tax Reviewed Panel for 2023.

CARRIED

(ii) Emergency Planning & Operations Committee

Moved/Seconded

THAT Councillor Laura Ramsden be appointed as the Village of Pemberton representative to the Emergency Planning & Operations Committee.

AND THAT Councillor Jennie Helmer be appointed as the Village of Pemberton alternate to the Emergency Planning & Operations Committee.

CARRIED

(iii) Regional Economic Development Collaborative

Moved/Seconded

THAT Councillor Laura Ramsden be appointed as the Village of Pemberton representative to the Regional Economic Development Collaborative.

AND THAT Councillor Katrina Nightingale be appointed as the Village of Pemberton alternate to the Regional Economic Development Collaborative.

CARRIED

(iv) Liaison to other Committees/Boards

Moved/Seconded

THAT Councillor members attend meetings of other community groups to act in a liaison capacity as follows:

Pemberton Valley Dyking District	Ted Craddock
Agricultural Advisory Committee (SLRD)	Laura Ramsden
Pemberton Valley Trails Association	Katrina Nightingale
Pemberton Arts Council – new	Katrina Nightingale
Tourism Pemberton	Ted Craddock

CARRIED

9. FINANCE

9.1 Banking Resolution - Authorized Signatories

Moved/Seconded

THAT the following Council members be named as signing authorities for the Village of Pemberton:

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

AND THAT the following Staff be named as signing authorities for the Village of Pemberton:

Elizabeth Tracy – Chief Administrative Officer
 Thomas Sikora - Chief Financial Officer
 Sheena Fraser - Corporate Officer

AND THAT accounts in the name of the Village of Pemberton (hereinafter called the “Corporation”) be kept at the Bank of Nova Scotia, TD and/or Blue Shore Financial Credit Union (hereinafter called the “Banks”) and the Chief Administrative Officer, Chief Financial Officer or Corporate Officer and the Mayor or Councillors are hereby authorized for and in the name of the Corporation to sign, make, draw, accept, endorse and deliver cheques, promissory notes, bills and exchange, orders for the payment of money and such agreements and instruments as may be necessary or useful in connection with the operation of the said account;

AND THAT any one of the aforementioned Officers is hereby authorized for and in the name of the Corporation to endorse and transfer to the Banks for deposit or discount with or collection by the Bank (but for the credit of the Corporation only) cheques, promissory notes, bills of exchange, orders for the payment of money and other instruments, to arrange, settle, balance and certify all books and accounts with the Bank to sign receipts for vouchers.

CARRIED

9.2 Municipal Finance Authority Resolution - Authorized Signatories

Moved/Seconded

THAT the following Council members be named as MFA signing authorities for the Village of Pemberton:

- Mike Richman – Mayor
- Ted Craddock – Councillor
- Jennie Helmer - Councillor
- Katrina Nightingale – Councillor
- Laura Ramsden - Councillor

AND THAT the following Staff be named as MFA signing authorities for the Village of Pemberton:

- Elizabeth Tracy– Chief Administrative Officer
- Thomas Sikora - Manager of Finance

CARRIED

10. CORPORATE & LEGISLATIVE SERVICES

10.1 2022 Village of Pemberton Local Government Election Results

Moved/Seconded

THAT the report from the Chief Election Officer, dated November 1, 2022, providing the results of the 2022 Local Government Election be received

CARRIED

10.2 2023 Council Meeting Schedule - Approval

Moved/Seconded

THAT the 2023 Village of Pemberton 2023 Council Meeting schedule be approved.

CARRIED

11. ADJOURNMENT

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

At 6:13pm. the Inaugural Council Meeting was adjourned.

Mike Richman, Mayor

Sheena Fraser, Corporate Officer