

**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, February 2, 2016, at 1:00 p.m. in Council Chamber, 7400 Prospect Street. This is Meeting No. 143.

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

STAFF: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Lena Martin, Manager of Finance & Administration
Tim Harris, Manager of Operations & Development Services
Robert Grossman, Fire Chief
Paige MacWilliam, Legislative Assistant

Public: 1

1. CALL TO ORDER

At 1:00 p.m. Mayor Richman called the February 2, 2016, Committee of Whole meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as amended to Tourism Pemberton Liaison as item 6.

CARRIED

3. ADOPTION OF MINUTES

a) Committee of the Whole No. 142 – Tuesday, January 19, 2016

Moved/Seconded

THAT the minutes of Committee of the Whole Meeting No. 142, held Tuesday, January 19, 2016, be adopted as circulated.

CARRIED

4. PEMBERTON UTILITIES AND SERVICES COMMITTEE BUDGET UPDATE

Ms. Gilmore, Chief Administrative Officer, gave a brief history of the Pemberton Valley Utilities and Services (PUVS) Committee. Ms. Martin, Manager of Finance & Administration, reviewed the tax requisitions associated with budget cost centres. The overall requisition for the Village of Pemberton is slightly reduced for 2016 due to higher assessment growth in other service areas rather than a reduction in service expenses. There are three budgets that have increased over last year: recreation, museum and library. Ms. Martin noted that the recreation budget may change as a result of Squamish-Lillooet Regional District Director Mack's commitment to funding capital improvement on the Pemberton & District Community Centre.

Discussion took place regarding budgeting for future capital improvements to the recreation centre, the purpose of the recreation commission funding, recreation requisition bylaw formula, and the rent requirements of the Youth and Seniors Centre.

Moved/Seconded

THAT the Pemberton Valley Utilities & Services – 2016 Provisional Budget Information report be received.

CARRIED

Ms. Martin provided an overview of the Squamish-Lillooet Regional District tax requisition. Again it was noted that overall the requisition is down over last year's requisition due to increases in assessment values. Ms. Martin provided a summary of the cost centres that have increased budgets: general government, planning, regional growth strategy and solid waste.

Moved/Seconded

THAT the Squamish-Lillooet Regional District tax requisition overview be received for information.

CARRIED

5. 2016 DRAFT BUDGET INFORMATION

Ms. Gilmore presented the option of combining tax & utility notices to realize administrative efficiencies.

Moved/Seconded

THAT staff prepare a report on establishing single billing by combining both the tax and utility notices into one for the Committee of the Whole's consideration.

CARRIED

Ms. Gilmore presented each department's draft budget for the Committee's review and consideration. The Committee of the Whole reviewed and supported the draft budget for the Fire Rescue and Parks.

Moved/Seconded

THAT the Fire Rescue budget be supported by Committee of the Whole and brought forward for Council's consideration.

CARRIED

Moved/Seconded

THAT the Parks budget be supported by Committee of the Whole and brought forward for Council's consideration.

CARRIED

Discussion took place regarding the Community Initiative & Opportunity Fund and the Community Enhancement Fund, Council remuneration and comparisons to other like size communities, changes to the staff training budget to allocate by department, public engagement regarding water costs and the consultant budget.

Moved/Seconded

THAT staff prepare a report on the Community Initiative & Opportunity Fund and the Community Enhancement Fund for the Committee of the Whole's consideration.

CARRIED

Moved/Seconded

THAT staff send correspondence to Squamish-Lillooet Regional District and Lil'wat Nation regarding the Winds of Change funding allocation for 2016.

CARRIED

At 3:58 p.m. the Committee of the Whole resolved to extend the meeting beyond three hours.

Moved/Seconded

THAT the Committee of the Whole Meeting extend beyond 3 hours.

CARRIED

At 4:00 p.m. the Committee of the Whole recessed and Councillor Helmer left the meeting.

At 4:10 p.m. the Committee of the Whole reconvened.

Moved/Seconded

THAT the Airport budget be approved by Committee of the Whole and brought forward for Council's consideration.

CARRIED

Staff will be preparing updated information on the Administrative & Financial Services, Governance Services, Development Services, Public Works, Water and Sewer Services budgets for review at the next Budget Session.

At 4:20 p.m. Councillor Helmer returned to the Committee of the Whole meeting.

The Committee of the Whole reviewed the capital projects budget and directed staff to include cost estimates for improving drainage to the barn floor and undertaking road repairs to downtown thoroughfares.

Further review of the budget will take place at the next Committee of the Whole meeting scheduled for February 1, 2016.

6. Tourism Pemberton Liaison

Village of Pemberton received a request for the appointment of a liaison to the Tourism Pemberton board. The Committee of the Whole discussed the advisory role of a liaison appointment and the opportunity to increase cooperation.

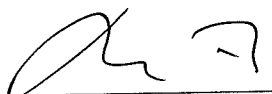
Moved/Seconded

THAT correspondence be sent to Tourism Pemberton to advise that the Village of Pemberton Council will be considering how committee appointments are made and an official response to the request to appoint a liaison will be provided in March.

CARRIED

7. ADJOURNMENT

At 4:55 p.m. the Committee of the Whole was adjourned.



Mike Richman
Mayor



Sheena Fraser
Corporate Officer