

**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, November 17, 2015 at 1:30 p.m. in Council Chamber, 7400 Prospect Street. This is Meeting No. 140.

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

STAFF: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Wendy Olsson, Executive Assistant
Paige MacWilliam, Legislative Assistant

Public: 9

1. CALL TO ORDER

At 1:30 p.m. Mayor Richman called the November 17th, 2015 Committee of Whole meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded
THAT the agenda be approved as presented
CARRIED

3. ADOPTION OF MINUTES

a) Committee of the Whole No. 139 – Tuesday, November 3, 2015

Moved/Seconded
THAT the minutes of Committee of the Whole Meeting No. 139, held Thursday, November 3, 2015, be adopted as circulated.
CARRIED

4. DELEGATION – COMMUNITY INITIATIVE AND OPPORTUNITY FUND

a) Stewardship Pemberton, Community Initiative and Opportunity Fund Seed Funding Agreement Annual Report Presentation

Dawn Johnson, Executive Director and Shannon Didier, Chair, of Stewardship Pemberton provided an overview of the activities undertaken by Stewardship Pemberton in 2015 and thanked Mayor and Council for their support in providing funding through the Community Initiative and Opportunity Fund.

b) Pemberton Farmer's Market - Community Initiative and Opportunity Fund Long Term Funding Agreement Annual Report Presentation

Dawn Johnson, Pemberton Farmers Market Manager and JD Hare, Chair, Pemberton Farmers Market provided an overview of the activities of the Farmers Market Association for 2015. In particular, the PFMA wished to acknowledge that as a result of the Long Term Service Agreement through the Community Initiative and Opportunity Fund and with the support of SLRD Electoral Area C they were able to hire a Market Manager to coordinate the Farmers Market each week over the summer months.

c) Chamber of Commerce - Community Initiative and Opportunity Fund Long Term Funding Agreement Annual Report Presentation

Shirley Henry, Secretary-Treasurer and Graham Turner, Board Member, Pemberton & District Chamber of Commerce provided an overview of the activities of the Visitor Information Centre for 2015. This includes statistics regarding the number of visitors which was up over the previous year. Ms. Henry, thanked Mayor and Council for their support through this program noting that this enables the Chamber to provide job experience to two local students each year.

Also in attendance from the Chamber of Commerce Executive were Julie Kelly and Cindy Filipenko.

Graham Turner advised that Pemberton has been selected for the 2016 BMX Provincial Championships scheduled for September 25 – 27.

d) Tourism Pemberton - Community Initiative and Opportunity Fund Long Term Funding Application Presentation

Shirley Henry, Secretary Treasurer and Tyler Schramm, Director, of Tourism Pemberton made a presentation requesting consideration of a Long Term Service Agreement through the Community Initiative and Opportunity Fund, in the amount of \$4,000 per year, to hire a part time marketing manager. The manager would be responsible for website management and promotion, membership development, liaison with other Tourism organization within the corridor, grant and sponsorship sourcing, event coordination (ie: Slow Food Cycle) and other duties as required by the Board. Mrs. Henry thanked the Committee for their consideration of Tourism Pemberton's request.

Also in attendance from Tourism Pemberton was Kevin McLeod.

e) Pemberton Arts & Cultural Council - Community Initiative and Opportunity Fund Long Term Funding Application Presentation

Marnie Simon, President of the Pemberton Arts & Cultural Council (formerly the Pemberton Arts Council) provided background on the establishment of the Council in its new form and made a presentation requesting consideration of a Long Term Service Agreement through the Community Initiative & Opportunity Fund, in the amount of \$4,000 per year, to hire a part time marketing and communications coordinator. The coordinator would be responsible for grant sourcing and application writing and communications and promotional support to the Council. Ms. Simon thanked Mayor and Council for the opportunity to submit an application and noted that support through this program would be of assistance in helping the PACC move forward with its strategic priorities.

f) Spirit of BC Community Committee - Community Initiative and Opportunity Fund Long Term Funding Application Presentation

Carlee Cindric, Chair of the Spirit of BC Community Committee – WinterFest 2017, provided a history of the WinterFest events noting that this was an initiative that came out of the lead up to the 2010 Olympics. While other communities have folded their Committee's, Pemberton chose to continue as a way of celebrating winter as a community. Ms. Cindric noted that WinterFest is held in January each year and that the Committee is seeking a Long Term Service Agreement from the Community Initiative & Opportunity Fund, in the amount of \$4,500 per year, to start for the WinterFest 2017 as the upcoming WinterFest scheduled for January, 2016 is supported. The funding would support the costs associated with WinterFest including event coordinator fees, insurance, marketing collateral and other miscellaneous purchase each year.

Shirley Henry, Secretary-Treasurer to the WinterFest Committee was also in attendance.

Mayor Richman thanked all the organizations for attending the Committee of the Whole meeting.

5. COMMUNITY INITIATIVE AND OPPORTUNITY FUND CONSIDERATION

The Committee reviewed the reports presented by those organizations currently funded and considered applications as presented.

Moved/Seconded

THAT the reports from Stewardship Pemberton, the Pemberton Farmer's Market Association and the Pemberton & District Chamber of Commerce, dated November, 2015, be received.

CARRIED

Tourism Pemberton – Long Term Service Agreement Request

Moved/Seconded

THAT the Committee of the Whole recommend to Council that the Village enter into a Long Term Service Agreement through the Community Initiative & Opportunity Fund with Tourism Pemberton, in the amount of \$4,000 annually, to support the hiring of a marketing manager.

CARRIED

Pemberton Arts & Culture Council – Long Term Service Agreement Request

Moved/Seconded

THAT the Committee of the Whole recommend to Council that the Village enter into a Long Term Service Agreement through the Community Initiative & Opportunity Fund with the Pemberton Arts & Culture Council, in the amount of \$4,000 annually, to support the hiring of a marketing and communications coordinator.

CARRIED

Spirit of BC Community Committee – WinterFest – Long Term Service Agreement Request

At 3:03 p.m. Councillor Linklater declared a conflict of interest pursuant to Section 100 (2) (b) as he is a member of the Spirit of BC Community Committee and left the Committee meeting.

Moved/Seconded

THAT the Committee of the Whole recommend to Council that the Village enter into a Long Term Service Agreement through the Community Initiative & Opportunity Fund with the Spirit of BC Community Committee, in the amount of \$4,500 annually, to support the activities of WinterFest including the hiring of an event coordinator, insurance, marketing collateral and other miscellaneous purchase each year.

CARRIED

At 3:04 p.m. Councillor Linklater returned to the Committee meeting.

6. ADJOURNMENT

At 3:04 p.m. the Committee of the Whole was adjourned.



Mike Richman
Mayor



Sheena Fraser
Corporate Officer