

**VILLAGE OF PEMBERTON  
-COMMITTEE OF THE WHOLE MEETING MINUTES--**

Meeting #: 233  
Date: Tuesday, September 20, 2022, 1:00 pm  
Location: Council Chambers & Zoom Webinar  
7400 Prospect Street

COUNCIL: Mayor Mike Richman  
Councillor Leah Noble  
Councillor Amica Antonelli\*  
Councillor Ryan Zant  
Councillor Ted Craddock

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

MEDIA: 0

PUBLIC: 1

*\*Denotes electronic attendance*

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

---

**1. CALL TO ORDER**

At 1:03pm Mayor Richman called the September 20, 2022 Committee of Whole 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

**2. ADOPTION OF AGENDA**

Move/Seconded

**THAT** the Committee of the Whole adopts the agenda as presented.

**CARRIED**

**3. APPROVAL OF MINUTES**

**3.1 Committee of the Whole Meeting No. 232, Tuesday, July 12, 2022**

Move/Seconded

**THAT** the Committee of the Whole approves the minutes of Committee of the Whole Meeting No. 232, held Tuesday, July 12, 2022, as circulated.

**CARRIED**

#### 4. DELEGATIONS

There were no delegations.

#### 4. REPORTS

##### 5.1 Draft Electronic and Hybrid Meetings Policy

Gwendolyn Kennedy, Legislative Assistant, presented for review and comment from council a draft policy to guide the use of electronic and hybrid meeting formats. The policy sets out the procedural steps and formalizes the process.

Discussion took place respecting the following:

- Concerns about abuse of using the electronic attendance option
- Establishing restrictions or limits respecting electronic attendance
- How to trigger a policy review should concerns be raised respecting abusing the option
- Notification timeline if attending by electronic means
- Revising some of the language to support flexibility without abuse of the policy.

Move/Seconded

**THAT** Staff undertake further review to address the following:

- Limiting electronic participation
- Adjusting the advance notice required for electronic participation

**CARRIED**

At 1:40pm Emily White, HR Coordinator, joined the meeting.

##### 5.2 Draft Parental Leave Policy

Ms. White presented a report to seek feedback from the Committee of the Whole regarding parental and maternal leave benefits available to council members.

Mrs. White included policies from the District of Squamish, Squamish-Lillooet Regional District (SLRD) and Resort Municipality of Whistler (RMOW) to help guide the direction and development of a maternity and parental leave policy for council members at Village of Pemberton.

Discussion took place respecting the following:

- The level of participation while a member is on leave
- Whether a leave may be extended beyond six months
- Desire for flexibility in the policy

Move/Seconded

**THAT** the draft Parental Leave for Elected Officials Policy be supported in principle subject to Staff undertaking further review of the District of Squamish Parental Leave Policy;

**AND THAT** upon completion of the review the Policy be brought forward for consideration by Council at a future date.

**CARRIED**

**6. ADJOURNMENT**

Moved/Seconded

**THAT** the September 20, 2022, Committee of Whole meeting be adjourned.

**CARRIED**

The Committee of the Whole meeting was adjourned at 1:38pm.

---

Mike Richman, Mayor

---

Sheena Fraser, Corporate Officer