

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

Meeting #: 241  
 Date: Tuesday, March 28, 2023, 1:00 pm  
 Location: Council Chambers  
 7400 Prospect Street

COUNCIL: Mayor Mike Richman  
 Councillor Ted Craddock  
 Councillor Katrina Nightingale  
 Councillor Laura Ramsden

REGRETS: Councillor Jennie Helmer

STAFF: Elizabeth Tracy, Chief Administrative Officer  
 Thomas Sikora, Manager of Finance  
 Tom Csimá, Manager Operations & Projects  
 Scott McRae, Manager Development Services  
 Elena Aranguren, Office Coordinator

PUBLIC: 5

MEDIA: 1

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

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**1. CALL TO ORDER**

At 1:00pm Mayor Richman called the April 28, Committee of Whole meeting to order.

**2. APPROVAL OF AGENDA**

Moved/Seconded  
**THAT** the agenda be approved as presented.  
**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Committee of the Whole Meeting No. 240, Tuesday, March 14, 2023**

Moved/Seconded  
**THAT** the minutes of Committee of the Whole Meeting No. 240, held Tuesday, March 14, 2023, be adopted as circulated.  
**CARRIED**

#### 4. BUDGET SESSION No. 3

##### 4.1 2023 Draft Budget Information Review

Thomas Sikora, Manager of Finance, provided the 2023 Draft Operating Budget Session for review and comment. Mr. Sikora stated this meeting is intended to be a working session with the opportunity for Council feedback and direction, with a refined budget including tax implications to follow at the subsequent session.

Mr. Sikora reminded that the budget was created around the 3 (three) budget principles: service, cost efficiency and accountability and the in alignment with the following major themes:

- Organizational Health
- Smart Growth
- Emergency preparedness
- Environment
- Service Excellence
- Reconciliation
- Regional Transit
- Flood Mitigation

Mr. Sikora highlighted the different areas where the revenues, taxes and collections are directed and the current market conditions that the Village of Pemberton is experiencing.

Mr. Sikora provided an overview of some of the challenges the Village of Pemberton has experienced over the years in terms of staffing and reviewed the key 2023 initiatives and departmental operating budgets.

Discussion took place respecting the following Village priorities:

- Opportunity to bring staff on board vs. contractors
- The Community Climate Action Plan
- Servicing Budget vs. Maintenance Budget
- Roundabout Electric Signage
- Multi-Modal Transportation Hub budget
- Fuel expenses
- Water conservation and infrastructure
- Involvement of Pemberton Valley Utilities & Services Committee related to the amenity building plan
- Transit ticket costs and routes

Staff intend to take the feedback provided by the Committee and incorporate it into the budget.

Moved/Seconded

**THAT** the 2023 Draft Budget as presented be received.

**CARRIED**

**5. REPORTS**

**5.1 Background Report on Hillside Trails Temporary Closures**

Moved/Seconded

**THAT** the background report on Hillside Trails Temporary Closures report be received for information.

**CARRIED**

**6. ADJOURNMENT**

At 3:00pm the Committee of the Whole meeting was adjourned.

Moved/Seconded

**THAT** the Committee of Whole meeting be adjourned.

**CARRIED**

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Mike Richman, Mayor

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Sheena Fraser, Corporate Officer