



**Village of Lytton
Regular Council Meeting - AGENDA
Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday April 8, 2020**

1) **CALL TO ORDER** – Mayor Polderman at _____ p.m.

2) **INTRODUCTION OF LATE ITEMS**

3) **ADOPTION OF AGENDA (pp. 1-4)**

Moved, Seconded by Councillors _____ THAT the agenda be adopted as presented or amended.

4) **DELEGATIONS** - none

5) **PUBLIC COMMENT** – 2-3 minutes per person to address an item on this agenda

6) **ADOPTION OF MINUTES (pp. 5-12)**

(a) Regular Council meeting of February 26, 2020 (**pp. 5-9**)

Moved, Seconded by Councillors _____ THAT the minutes of the regular Council meeting held on Wednesday February 26, 2020, be adopted as presented or amended.

(b) Special Council meeting of March 5, 2020 (**p. 10**)

Moved, Seconded by Councillors _____ THAT the minutes of the special Council meeting held on Wednesday March 5, 2020, be adopted as presented or amended.

(c) Regular Council meeting of March 11, 2020 (**p. 11**)

Moved, Seconded by Councillors _____ THAT the minutes of the regular Council meeting held on Wednesday March 11, 2020, be adopted as presented or amended.

7) **BUSINESS ARISING (pp. 13-46 & Financial Plan binders)**

(a) 2020 Budget

- i. Lytton Fire Rescue - \$25,000 Community Emergency Preparedness Fund (CEPF) grant – Report by CFO Bidwell dated March 11, 2020 (**pp. 13-17**)
- ii. Review of projects by department – Report by CFO Bidwell dated April 2, 2020 re Financial Plan 2020-2024 updates (**pp. 19-21**)
- iii. Discuss potential tax increase
- iv. Discuss the online public presentation of the 2020 budget
- v. Awarding of contract RFP # FD-2019-01 for new fire truck – Report by CAO Anderson dated April 7, 2020 re Contract Award (**pp. 23-25**)

- vi. Project #A2020-01, Council Chambers Virtual Meeting Equipment – Report by CFO Bidwell dated April 6, 2020 **(pp. 27-45)**

8) REPORTS FROM STAFF

- (a) Chief Administrative Officer
 - i. Monthly report
 - ii. Report on Covid-19 situation and Lytton's EOC
- (b) Chief Financial Officer **(pp. 47-58)**
 - i. Reinsuring 1996 Freightliner – Report by Finance Clerk Curry dated March 11, 2020 **(p. 47)**
 - ii. Reserve accounts and related bylaws – Report by CFO Bidwell dated April 1, 2020 **(pp. 49-58)**
- (c) Corporate Officer – no report
- (d) Public Works – no report
- (e) Lytton Fire Rescue – no report

9) BYLAWS, POLICIES & RESOLUTIONS - None

10) CORRESPONDENCE (pp. 59-81)

- (a) Incoming correspondence for action **(pp. 59-71)**
 - i. Lytton Museum & Archives Commission – information regarding the proposed purchase of the Lytton courthouse property
 - Letter dated February 25, 2020 from Dorothy Dodge **(p. 59)**
 - Letter dated February 9, 2020 that was attached to Dorothy Dodge's letter above, from Richard Forrest to Douglas Rebagliati **(pp. 61-66)**
 - Letter dated March 10, 2020 from Richard Forrest **(pp. 67-71)**
- (b) Incoming correspondence for information **(pp. 73-81)**
 - i. Letter dated March 4, 2020 from NDIT re 2020 Grant Writing Support Project #6714-20 **(p. 73)**
 - ii. CC of letter dated March 16, 2020 to the Minister of Health from MP Brad Vis re Canada Health Transfer Payments and Rural Communities **(pp. 75-76)**
 - iii. Letter dated March 31, 2020 from Ministry of Forest, Lands, Natural Resource Operations and Rural Development re approval of grant funding for the Fraser Canyon Yale to Lytton Tourism Master Plan Project **(pp. 77-79)**
- (c) Incoming correspondence list **(p. 81)**
- (d) Outgoing correspondence list **(p. 81)**

11) REPORT FROM MAYOR

12) **REPORTS FROM COUNCIL**

- (a) Councillor Callewaert-Haugen
- (b) Councillor Cranmer-Underhill
- (c) Councillor Hay
- (d) Councillor Murray

13) **REPORTS FROM COUNCIL RE COMMITTEES, COMMISSIONS & LIASON TO COMMUNITY GROUPS**

- (a) TNRD Board of Directors – Mayor Polderman
- (b) NDIT Cariboo-Chilcotin/Lillooet Regional Advisory Committee – Councillor Murray
- (c) Lytton Museum & Archives Commission – Councillor Hay
- (d) Economic Development Working Group – Councillor Murray
- (e) Gold Country Communities Society Board – Councillor Murray
- (f) Volunteer Appreciation Committee – Mayor Polderman
- (g) LFN & Village of Lytton Joint Working Group on Agriculture – Councillor Murray
- (h) Land Use Advisory Committee – Mayor Polderman
- (i) Council Procedures Committee – Mayor Polderman

14) **NEW BUSINESS (pp. 83-94)**

- (a) 2020 Grant funding application to the UBCM's Community Emergency Preparedness Fund, Emergency Operations Centres & Training Program
 - i. 2020 Application form re Lytton Mobile Emergency Operations Centre **(pp. 83-86)**
 - ii. Project Budget **(p. 87)**
 - iii. Cost estimates from Holistic Emergency Preparedness & Response for Training Refresher Course & for a trailer with portable solar power supply **(pp. 89-93)**

Moved, Seconded by _____ THAT the Village of Lytton supports the current proposed activities of the Lytton Mobile Emergency Operations Centre as set out in the 2020 Application Form for the Community Emergency Preparedness Fund's (CEPF's) Emergency Operations Centres & Training Program, AND THAT the Village of Lytton will provide overall grant management.

15) **CALENDAR OF EVENTS**

- Committee of the Whole meeting – April 15, 2020 @ 5:00 p.m.
- Public Presentation re 2020 Budget – TBD
- Clinton Annual Parade – May 23, 2020

16) **IN-CAMERA MEETING**

Moved, Seconded by Councillors _____ THAT in accordance with Sec 90(1) of the Community Charter, this portion of the meeting is closed to the public, and that Council move into In-Camera at ____pm.

17) **ADJOURNMENT**

Moved by _____ THAT the meeting adjourn at _____pm.