



**Village of Lytton
Regular Council Meeting
MINUTES
Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday January 30, 2019**

IN ATTENDANCE: Mayor Polderman, Councillor Murray, Councillor Cranmer-Underhill (via telephone)

ABSENT: Councillor Callewaert-Haugen

STAFF: CAO Anderson, CFO Njenga, PW Lead Hand Bate, Intern Goodall, Water Project Coordinator Miller

PUBLIC: Mrs. Peggy Chute, Mr. Huntley Smith, Mr. Ian Hay, RCMP Sgt. Curtis Davis

1) **CALL TO ORDER** – Mayor Polderman at 7:13 pm

2) **ADOPTION OF AGENDA**

19-09 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT the agenda be adopted as amended to include late items. **CARRIED**

3) **ADDITION OF LATE ITEMS**

- 9(a) Additional information regarding Declaration of Candidates nomination (p. 57)
- 9(e) Investing in Canada Infrastructure Program, Rural & Northern Communities Program – Grant application Re Emergency Backup Power Supply Project (pp. 15-39)
- 14(f) Museum Commission – Report by Mayor Polderman re Meeting held January 29
- 15(c) National Indian Brotherhood Trust Fund – grant application re Lytton Community Culture and Recreation Project (pp. 41-54)
- 15(d) NDIIT Community Halls and Recreation Facilities Program – Grant application re Lytton Museum Building Addition (pp. 59-83)

4) **DELEGATIONS**

(a) Gold Country Communities Society – Marcie Down, Executive Director of Gold Country Communities Society

This delegation is postponed to the next regular Council meeting scheduled for February 13, 2019.

(b) Lytton RCMP Detachment – Update from Sgt. Curtis Davis – verbal report.

Sgt. Davis advises that the staffing situation at the detachment continues to be stable with 4 Constables, 1 Corporal and himself and that all RCMP members requesting extensions have received them meaning the current team will be in place for another year. Moreover, a female guard has been hired which alleviates the need to drive prisoners to Lillooet and increases time spent in the community for officers. Arrest/incarceration rates have decreased year over

year for two reasons: prisoners taken to Lillooet are not logged in under Lytton's stats and efforts are made by the RCMP to take impaired individuals to their home or family when appropriate rather than put them in cells. Overall Lytton crime stats have decreased by 24% over a 5-year average. Council expressed appreciate for the Lytton RCMP's hard work and commitment to the community.

5) **PUBLIC COMMENT** – None

6) **ADOPTION OF MINUTES**

(a) Adoption of Minutes of the Regular Council Meeting held Wed. January 9, 2019

19-10 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT the Minutes of the regular Council meeting held on Wednesday January 9, 2019 be adopted as presented.

CARRIED

7) **BUSINESS ARISING**

(a) New Pathways to Gold – Chief Cexpe'nthlEm Memorial Precinct Revitalization Project

19-11 Moved, Seconded by Councillor Murray, Mayor Polderman THAT the Village of Lytton supports the Chief Cexpe'nthlEm Memorial Precinct Revitalization Project in principle.

CARRIED

8) Purchase of new fire truck – Report to Council by CFO Njenga. CFO Njenga reports that the estimated cost for a new fire truck, that will suit the Village's requirements, is \$425,000. He recommends that Council consider purchasing the truck outright using monies from the Capital Fund as the rate differential between earnings from investments and the interest rate to borrow is approximately 2%.

19-12 Moved, Seconded by Mayor Polderman, Councillor Murray THAT Council commit the funds to purchase a new fire truck, up to the amount of \$425,000, from the Capital Works Reserve

CARRIED

9) **REPORTS FROM STAFF**

(a) **CAO** – Report to Council dated January 24, 2019 (pp. 5-6), and additional information regarding Declaration of Candidates (p.57).

19-13 Moved, Seconded by Councillors Cranmer-Underhill, Murray THAT the CAO's Report to Council dated January 24, 2019, be received for information and filing.

CARRIED

(b) **Chief Financial Officer** – Report by CFO Njenga

i. 2019 Budget and 5 Year Plan

19-14 Moved, Seconded by Councillors Cranmer-Underhill, Murray THAT Council adopts the 2019 Budget and 5 Year Plan as presented

CARRIED.

ii. Investment of general funds – per recommendation at Jan. 16th COTW

19-15 Moved, Seconded by Councillors Cranmer-Underhill, Murray THAT the Village transfer \$500,000 from the Village of Lytton's general bank account held at Scotiabank to a short-term (6-month and 9-month term) investment account with high interest rate AND THAT the funds held in the Village of Lytton's general savings account be

invested into short-term (6-month and 9-month term) investment account with high interest rate. **CARRIED**

iii. Cemetery Reserve Equity Funds – per recommendation at Jan 16th COTW

19-16 Moved, Seconded by Mayor Polderman, Councillor Murray THAT the Village of Lytton's Cemetery Reserve Equity funds be reclassified from a Cash & Cash Equivalent Account to a Reserve Account. **CARRIED**

iv. Money Market Fund – per recommendation at Jan 16th COTW

19-17 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT Council authorizes staff to research the Money Market Fund and alternative investment opportunities to determine whether the Village might have other investment opportunities that may provide better interest rates. **CARRIED**

v. BC Interior Community Foundation funds – per recommendation at Jan 16th COTW

19-18 Moved, Seconded by Mayor Polderman, Councillor Murray THAT Council authorizes staff to investigate the funding terms for reinvesting the interest accrued in funds held with the BC Interior Community Foundation to determine the Village of Lytton's options for reinvesting the interest into a separate fund, on the condition that the Village's ability to access the funds is maintained. **CARRIED**

19-19 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT the funds held by the Village of Lytton as BC Interior Community Foundation endowment funds (the Lytton Community Fund, the Lytton Community Health Trust Fund, and the Lytton Matching Grant Fund) be recorded within the Village's financial statements. **CARRIED**

vi. Establishment of a Land Acquisition Fund

19-20 Moved, Seconded by Councillors Cranmer-Underhill, Murray THAT the Village of Lytton establish a Land Acquisition Fund AND THAT \$55,000 be transferred from the General Capital Reserve Fund to the Land Acquisition Fund. **CARRIED**

(c) **Corporate Officer** – None.

(d) **Economic Development Officer** – None

(e) **Public Works** – CAO Report on Public Works & Verbal update by PW Lead Hand Rod Bate

19-21 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT the Report by CAO Anderson and Public Works Lead Hand Bate be received for information and filed. **CARRIED**

19-22 Moved, Seconded by Councillor Murray, Mayor Polderman THAT staff submit a grant funding application for the Lytton Emergency Backup Power Supply for the Emergency Operations Centre, Water Treatment Plant, and Waste Water Treatment Plant through the ICIP Rural and Northern Communities Program and that Council supports the program and commits to payment of it's share of program expenses. **CARRIED**

(f) **Fire Rescue** – This report is postponed to the next regular Council meeting scheduled for February 13, 2019.

(g) **Water Project Coordinator** – Report by Water Project Coordinator Lonny Miller. In addition to his written report, Mr. Miller advises that all pipe is in the ground as of today. Connections and valves still need to be installed; however, this is good news. The project is proceeding on budget. Due to drilling delays the substantial completion date is now estimated at May 16th, 2019.

19-23 Moved, Seconded by Mayor Polderman, Councillor Murray that the Water Project Update Report dated January 30, 2019 be received for information AND THAT Change Order #12 in the amount of \$77,010 for the relocation of Kiosk #3 be approved, AND THAT change order #13 in the amount of \$1,630 for the extra delivery costs of Kiosk #3 be approved. **CARRIED**

(h) **Engineering Consultant** – None

Mr. Lonny Miller left the meeting at 8:30 p.m.

10) **BYLAWS, POLICIES & RESOLUTIONS - None**

11) **CORRESPONDENCE**

(a) **Incoming correspondence for action**

i. 2019 Lytton River Festival – Letter dated January 10, 2019 requesting sponsorship

19-24 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT the Village of Lytton will donate \$1,000 cash to the 2019 Lytton River Festival AND THAT the Village of Lytton will also provide the following “in-kind” support valued at \$5,600:

- Closure of 4th Street and a portion of Fraser Street both north and south of 4th Street between Friday morning and Sunday evening;
- Street sweeping for the same area prior to Friday morning;
- Free use of the Council Chambers for meetings only, both monthly planning meetings and meetings held during the festival days;
- Subject to the availability of qualified lifeguards, lifeguards during the kayaking that takes place in the swimming pool on Saturday afternoon from 3:30-5:00 pm;
- Provide the staging for the bands and other entertainment, which includes the transportation from storage to Lytton and the return of the stage after the Festival;
- Printing of materials used for mailings, posters; and
- The use of the pool enclosure for storage of rental tables and chairs prior to pick-up on Tuesday.

CARRIED

(b) **Incoming correspondence for information - none**

(c) **Incoming correspondence list** – see attached

(d) **Outgoing correspondence list** – none

Mr. Rod Bate left the meeting at 8:35 p.m.

12) REPORT FROM MAYOR

- School Meeting on January 29, 2019
- Request by MFA BC for meetings with Council/staff at the 2019 UBCM Convention
- Procedures for establishing reserve funds and for accessing or transferring money held in reserves – bylaws, policies, procedures needed
- TNRD Meeting – January 17-18 in Chase, BC
 - The Ashcroft Terminal – equipment registration for local operators and employment opportunities
 - Hospital Services discussion
 - Strategic Priorities session facilitated by Gordon McIntosh
 - Housing Needs & Gaps Assessment – future grant opportunities require this information, Lytton completed an assessment in October 2018.
 - High speed internet in our region – need expressed by Spences Bridge, Cache Creek, Logan Lake and Ashcroft, this represents possible opportunity for Lyttonnet.
- Also attended the Museum Board meeting on January 29th

13) REPORTS FROM COUNCIL

- (a) Report from Councillor Tiffany Callewaert-Haugen – N/A
- (b) Report from Councillor Paula Cranmer-Underhill – attended Local Government Leadership Academy (LGLA) & SILGA Elected Official Seminar January 23-25, 2019 in Kelowna. Councillor Cranmer-Underhill will provide a summary of her notes and advises that copies of the presentations can be downloaded.
- (c) Report from Councillor Gordon Murray – NDIT Cariboo-Chilcotin/Lillooet Regional Advisory Committee Meeting held January 29, 2019. Councillor Murray attended a conference call where NDIT announced three new grants, developed to address housing availability issues. The grants will provide funding for Community Planning for Housing, Needs & Gaps Housing Studies, Matching Funds for development up to \$10,000 per unit/maximum of \$200,000.

14) REPORTS FROM COMMITTEES OF COUNCIL & COMMISSION

- (a) Community to Community (C2C) Forum –Councillor Gordon Murray
 - LFN/VoL Joint Working Group on Agriculture. Councillor Murray advises that the LFN Agriculture Committee is now under the Band's Economic Development department. He is working on setting up a meeting for February.
- (b) nkshAytkn Caring for our Children – Councillor Cranmer-Underhill. The School Board hosted a poster board display of the proposed design for the K-12 reconfiguration at Kumsheen Secondary School. There was the opportunity to ask questions, but no formal presentation.

19-25 Moved, Seconded by Councillor Murray, Mayor Polderman THAT Council send the letter dated January 28th, as written, to SD74 requesting that the Board of School Trustees include the Village as a stakeholder in the K-12 school reconfiguration process.

CARRIED

- (c) Age-friendly Seniors Housing Committee – Mayor Polderman reported that the next meeting is February 5th.

(d) Business Retention + Expansion Steering Committee – Councillor Murray

This matter is postponed to the next regular Council meeting on February 13, 2019.

(e) Gold Country Communities Society Board – Councillor Cranmer-Underhill. Next meeting is February 12th in Cache Creek.

15) **NEW BUSINESS**

(a) **Sale of water tender truck** – CAO Anderson & CFO Njenga

19-26 Moved, Seconded by Mayor Polderman, Councillor Murray THAT Council authorizes staff to sell the water tender truck at auction AND THAT the proceeds from the sale are to be applied towards the purchase of a new fire engine.

CARRIED

(b) **Establishment of Select Committee** – Land Advisory Committee

This matter was postponed to the next regular Council meeting on February 13, 2019.

16) **CALENDAR OF EVENTS:**

- NDIR Cariboo-Chilcotin/Lillooet Regional Advisory Committee Meeting – January 29, 2019
- Deadline for nominations for SILGA Community Excellence Awards – February 1, 2019
- Deadline for submissions to the all-party Select Standing Committee on Crown Corporations re transportation network services (ride hailing services) – February 1, 2019
- Emergency Preparedness for Elected Officials – February 28, 2019 in Kamloops
- By-election campaign period – February 2-20, 2019
- Advance Voting for 2019 By-election – February 20, 2019, 8:00 a.m. – 8:00 p.m.
- Voting Day for 2019 By-election – March 2, 2019
- Lytton Emergency Preparedness Session – Tuesday March 5, 2019, 9:00 a.m. to 12:30 p.m. @ Village Office, Council Chambers
- Ashcroft Termnal – Regional Information Session with MLA Jackie Tegart – Monday, March 11, 2019 from 2:00 to 4:00 p.m. at The Hub in Ashcroft
- 2019 MIABC Risk Management Conference - April 16-18, 2019 in Vancouver
- 2019 SILGA Convention – April 30 – May 3, 2019 in Penticton
- Gold Country Annual Tourism Symposium – May 3 & 4, 2019

17) **IN-CAMERA MEETING** - None


18) **ADJOURNMENT**

19-27 Moved, Seconded by Councillors Cranmer-Underhill, Murray THAT the meeting adjourn at 9:12 pm.

CARRIED



Mayor Jan Polderman



Corporate Officer/CAO Rebecca Anderson