



**Village of Lytton
Regular Council Meeting
MINUTES
Council Chamber, 380 Main Street, Lytton, BC
Wednesday, February 27, 2019**

IN ATTENDANCE:

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

Absent with notice: Councillor Callewaert-Haugen

STAFF:

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

PUBLIC: Mr. Huntley Smith, Mr. Ian Hay, Mr. Thom Ross, Mrs. Peggy Chute, Mr. Chris O'Connor

1) **CALL TO ORDER** – Mayor Polderman at 7:15 pm

2) **ADOPTION OF AGENDA**

19-46 Moved, Seconded by Councillors Murray, Mayor Polderman THAT the agenda be adopted as amended to add late items as 14(a) and 14(b). **CARRIED**

3) **ADDITION OF LATE ITEMS**

- 14(a) Letter of support for the Lytton Museum Building Addition, Gas Tax Fund application
- 14(b) Jump-Start Your Affordable Housing Development – Invitation to Workshop

4) **DELEGATIONS** - None

5) **PUBLIC COMMENT** – Mr. O'Connor had several questions regarding the content of the in-camera portion of the Council meeting, primarily if the topic(s) were litigation related. He was advised that legal issues were on the in-camera agenda and not open for public discussion. It was requested of Mr. O'Connor that any requests for an item to be included on the agenda be made in writing in advance of publishing the agenda and he was reminded that items not appearing on the regular meeting agenda were not part of the public comment portion of the meeting.

6) **ADOPTION OF MINUTES**

(a) Adoption of Minutes of the Regular Council Meeting held Wed. February 13, 2019

19-47 Moved, Seconded by Mayor Polderman, Councillor Murray THAT the Minutes of the regular Council meeting held on Wednesday February 13, 2019 be adopted as amended.

CARRIED

7) **BUSINESS ARISING**

(a) Gold Country Geocaching Event Sponsorship Request – Letter from Marcie Down, Executive Director, Gold Country Communities Society

19-48 Moved, Seconded by Mayor Polderman, Councillor Murray THAT the Village of Lytton send a letter of support for the Gold County Geocaching Event and will pay a sponsorship of

\$250 for this event.

CARRIED

- (b) Consulting Services Agreement between the Village and Irish Creek Resource Training and Contracting re Village of Lytton Forest Fuel Management Project 2018-2020

19-49 Moved, Seconded by Councillor Murray, Mayor Polderman THAT Council ratifies the Consulting Services Agreement dated February 21, 2019, between the Village of Lytton and Irish Creek Resource Training and Contracting for the Lytton Forest Fuel Management Project 2018-2020 for Treatment Area 1B-1.

CARRIED

- (c) Neighbourhood Learning Centre – Feasibility Study costs – postponed to March 6th
Committee of the Whole Meeting
- (d) Establishment of Select Committee – Land Advisory Committee – postponed to March 13th
Regular Council Meeting

8) REPORTS FROM STAFF

- (a) **Chief Administrative Officer** – Verbal Report by CAO Anderson – summarized:
- AED (Cardio resuscitation) equipment – upgrade opportunity is available.
 - Environment Canada has been responsive to recent Trans Canada truck accident, the vehicle has been removed but damage was caused to a manhole valve.
 - Meeting with museum re: NDIT grant funding for addition.
 - Gas Tax Funding for infrastructure planning – working with Dan M. and Rod B. to articulate scope.
 - Discussion with residents regarding CN Pest management.
 - Byelection – over 50 voters at early voting, general voting day is Saturday March 1st.
 - Reviewing zoning bylaws/land use
 - New program regarding resident immigration recruitment- forwarded to Chamber of Commerce
 - Attending upcoming training for Emergency Operations Centre
 - Water project – May 16th substantial completion date.
 - Development permits issued for 155 S. Main, Water treatment plant
 - Ministry of Transportation, bylaws, updates for approvals
 - New fire truck procurement
 - Age Friendly Seniors Housing meeting with Anglican Parish representatives, a presentation has been scheduled for March 12th.
 - Will be attending the Affordable Housing Development workshop on March 14th and 15th in Vancouver
 - Working with Rod B. on IHA water monitoring program
 - CPU Panel replaced in water treatment plan – thanks to PW for their great work
 - Resident request to extend fire protection up Botanie Valley. A test run was undertaken, and the recommendation is not to extend at this time due to accessibility/liability.
 - Business Façade Program reporting completed, accepted by NDIT and funds are forthcoming
 - Grant application for Economic Development Capacity funding submitted
 - Overseeing contract for replacing Xerox copy machine
 - Discussions with Work Safe consultant – information is in the agenda package
 - Managed six BC One Call requests – Hydro and Telus pole replacements
 - Will be attending a staff meeting with IHA at the Village office February 28th.
 - Fuel treatment contract – please have requests for employment directed to the office

19-50 Moved, Seconded by Councillor Murray, Mayor Polderman THAT the CAO's Verbal Report to Council be received for information. **CARRIED**

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

i. Village of Lytton Financial 2019-2023 Financial Plan Bylaw No. 699, 2019

19-51 Moved, Seconded by Mayor Polderman, Councillor Murray THAT the Village of Lytton Financial 2019-2023 Financial Plan Bylaw No. 699, 2019 be given 1st, 2nd and 3rd reading. **CARRIED**

(c) **Corporate Officer –** Contractual matters are to be discussed during the in-camera session of this meeting.

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

(e) **Public Works –** CAO Report on Public Works

i. Confined Space Rescue/Retrieval System – Notice dated February 8, 2019 from Denis McMullen & Associates, Occupational Health & Safety Consultant. Council had a brief discussion regarding the regulatory environment and requirement for the Rescue/Retrieval System. It was requested that consideration be given to direct staff to explore opportunities to purchase this equipment in partnership with Lytton First Nation as they will also require its use.

19-52 Moved, Seconded by Councillor Murray, Mayor Polderman THAT the Village purchase the required equipment for the Village's Confined Space Rescue/Retrieval System as listed by Occupational Health & Safety Consultant Denis McMullan in his notice dated February 8, 2019 at a cost of no more than \$9,250 AND THAT said purchase be paid from the Sewer Surplus Fund. **CARRIED**

19-53 Moved, Seconded by Mayor Polderman, Councillor Murray THAT the Report on Public Works dated February 27th, 2019 by CAO Anderson be received for information and filed. **CARRIED**

(f) **Fire Rescue –** Report by CAO Anderson – postponed to March 13th Regular Council Meeting

(g) **Water Project Coordinator –** The Report by Water Project Coordinator Lonny Miller is moved to the in-camera portion of this meeting due to the need to preserve legal privilege over the contents of the report. As the level of public interest in the progress of the water project is strong, Mr. Miller offered a brief verbal summary:

- The contract date has been amended and substantial completion is set for May 16th, 2019.
- The extension is primarily a result of changes to kiosk #3
- In addition, commitments from Hydro for the installation of poles and connection has been slow.
- Kiosk #2/Well #2 – completed
- Testing is still to be done
- The Water Treatment Plant is moving forward although adjustments are required. It should be completed in the next 10 days.
- Minor touch ups will be required after May 16th.

(h) **Engineering Consultant** – Report by Engineering Consultant Dan Mundall – postponed to March 13th, Regular Council Meeting

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

10) **CORRESPONDENCE**

(a) **Incoming correspondence for action** – None

(b) **Incoming correspondence for information** – see incoming correspondence list

(c) **Incoming correspondence list**

(d) **Outgoing correspondence list**

11) **REPORT FROM MAYOR**

- Update on TNRD meeting. The meeting was attended by the Federal Minister of Infrastructure and Communities. There is \$40 billion of funding to spend but a firehall/fire truck project does not qualify. Affordable housing and reducing CO2 emissions are a priority.
- Mayor Polderman notes that the CN report does not list specifically what chemicals are being used on the railbed and surrounding areas.
- Attended the Lillooet Affordable Housing Opportunities workshop and learned that municipal land used for an approved project can be considered an in-kind contribution, as can property tax rebates.
- The palliative care bed in the Health Centre is not being used due to lack of funding and the Mayor would like Council to advocate for staffing to enable it to be utilized. Also, there is a possibility that the lab tech position will be downgraded to a lab aid position which will impact the ability to recruit other medical professionals. There is an immediate need to organize the appropriate documentation and plan a face to face meeting with IHA to discuss the maintenance of services
- The Mayor will be attending the EOC Table Top exercise on March 5th, the COTW on March 6th, and the Ashcroft Inland Port meeting on March 11th.

19-54 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT Council accept Mayor Polderman's report to Council. **CARRIED**

12) **COUNCIL REPORTS**

(a) Report from Councillor Tiffany Callewaert-Haugen – N/A

(b) Report from Councillor Paula Cranmer-Underhill

- Attended a brief meeting re the Goldrush Trail tourism program. The next meeting is on March 5th and conflicts with the EOC Table Top exercise. A new strategy and implementation plan are forthcoming and will be posted on their website. An updated MOU with TOTA will also be undertaken.
- Attended Union of BC Indian Chiefs meeting which presented an opportunity to promote the community and the upcoming 2 Rivers Remix festival both of which were well received.

(c) Report from Councillor Gordon Murray – none. Councillor Murray is hoping to attend a Ministry of Agriculture Workshop, but there is a scheduling conflict with the March 13th regular council meeting

19-55 Moved, Seconded by Mayor Polderman, Councillor Murray THAT Council accepts Councillors reports to Council. **CARRIED**

13) REPORTS FROM COMMITTEES OF COUNCIL & COMMISSIONS

- (a) Community to Community (C2C) Forum –Councillor Gordon Murray
- LFN/VoL Joint Working Group on Agriculture - none
- (b) nkshAytkn Caring for our Children – Councillor Cranmer-Underhill - none
- (c) Age-friendly Seniors Housing Committee – Councillor Callewaert-Haugen – Mayor Polderman attended the February 26th meeting.
- (d) Business Retention + Expansion Steering Committee – Councillor Murray - none
- (e) Gold Country Communities Society Board – Councillor Cranmer-Underhill - none
- (f) Museum Commission – Mayor Polderman attended an informal meeting.

19-56 Moved, Seconded by Councillors Murray, Mayor Polderman THAT Council accepts Councillors reports from Committees and Commissions. **CARRIED**

14) NEW BUSINESS

- (a) Letter of support from the Village to the TNRD for the Lytton Museum Building Addition, Gas Tax Fund application

19-57 Moved, Seconded by Mayor Polderman, Councillor Murray THAT Council directs staff to sign a letter in support of the Museum's application to the TNRD as suggested in their provided draft. **CARRIED**

- (b) Jump-Start Your Affordable Housing Development – Invitation to Workshop. There is an opportunity to purchase an additional ticket to the workshop and Council is requested to consider that a member of the Age Friendly Seniors Housing Committee be offered the opportunity to attend, with expenses covered by the Village.

19-58 Moved, Seconded by Mayor Polderman, Councillor Murray THAT the Village purchase an additional ticket to the Jump-Start Your Affordable Housing Development Workshop and THAT the Village cover the accommodation and travel expenses of an attendee from the Age Friendly Seniors Housing Committee with the funds to come from the Mayor's expense account. **CARRIED**

15) CALENDAR OF EVENTS

- Emergency Preparedness for Elected Officials – February 28, 2019 in Kamloops
- General Voting Day for 2019 By-election – March 2, 2019, 8:00 a.m. to 8:00 p.m. at the Village Office, Council Chambers
- Lytton Emergency Preparedness Session – Tuesday March 5, 2019, 9:00 a.m. to 12:30 p.m. @ Village Office, Council Chambers

- Community Futures Spring Training 2019 (Economic Development) – March 5-7, 2019 @ Sheraton Vancouver Airport Hotel, Richmond
- 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
- 2019 Clinton Annual Parade “Transportation Through the Ages” – May 13, 2019, 11:00 a.m.
- Registration opens for UBCM 2019 Convention – Tuesday, July 2nd
- Gold County Geocaching Event in Lytton – September 21st
- UBCM 2019 Convention – Sept. 23-27, 2019 at Vancouver Convention Centre

16) IN-CAMERA

19-59 Moved, Seconded by Mayor Polderman, Councillor Murray 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 8:47 pm. **CARRIED**

17) ADJOURNMENT

19-60 Moved, Seconded by Councillors Murray, Cranmer-Underhill THAT the meeting adjourn at 9:45 pm. **CARRIED**



 Mayor Jan Polderman



 Corporate Officer/CAO Rebecca Anderson