



**Village of Lytton
Minutes – Regular Council Meeting
Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday June 26, 2019**

IN ATTENDANCE:

Council: Mayor Polderman, Councillor Callewaert-Haugen, Councillor Hay, Councillor Murray;

Absent with notice: Councillor Cranmer-Underhill

Staff: CAO Anderson, CFO Njenga, Water Project Coordinator Miller

Public: Huntley Smith

- 1) **CALL TO ORDER** – Mayor Polderman called the meeting to order at 7:00 pm
- 2) **ADDITION OF LATE ITEMS**
 - Item 6(a): Draft minutes for June 12, 2019 regular Council meeting;
 - 8(b)(i): CFO Njenga's Report re Auditor's invoice;
 - Item 8(b)(ii): CFO Njenga's draft contract between the Village of Lytton and the BC Interior Community Foundation;
 - Item 8(b)(iii): CFO Njenga's summary re the RFP for the pumper truck;
 - Item 11: Note from Tawanda Hatendi re meeting of the Rural and Remote Division of Family Practice;
 - Item 13(b): Draft minutes of the Economic Development Working Group meeting held April 4, 2019
- 3) **ADOPTION OF AGENDA**

19-181 Moved, Seconded by Councillors Hay, Murray THAT the agenda be adopted as amended to add late items and to correct the date of the draft minutes at item 6(a). **CARRIED**
- 4) **DELEGATIONS** – none
- 5) **PUBLIC COMMENT** – none
- 6) **ADOPTION OF MINUTES**
 - (a) Minutes of the regular Council meeting held June 12, 2019

19-182 Moved, Seconded by Councillors Hay, Murray THAT the minutes of the regular Council meeting held on Wednesday, June 12, 2019, be adopted as amended to correct the date at item 6(a) to May 22, 2019. **CARRIED**
- 7) **BUSINESS ARISING** – none
- 8) **REPORTS FROM STAFF**
 - (a) Chief Administrative Officer – verbal report by CAO Anderson

- i. Copy of job description of classification for Receptionist and Administrative Assistant Position dated May 2019 – no action
- ii. Rescheduling of the cancelled June 19th Committee of the Whole meeting

19-183 Moved, Seconded by Councillors Callewaert-Haugen, Hay THAT the Committee of the Whole is rescheduled to July 3, 2019. **CARRIED**

- iii. Kumsheen K-12 Conversion – Development Plan dated June 16, 2019

CAO Anderson presented Council with copies of the site plan and site details provided to the Village by HDR Architecture Associates Inc. for the development of the Kumsheen Secondary School site. No action.

(b) Chief Financial Officer

- i. BDO Invoice dated May 31, 2019 for 2018 audit with additional charges

No action.

- ii. Draft contract between the Village of Lytton and the BC Interior Community Foundation

Council directed staff to prepare a bylaw to regulate the Village's management of funds deposited and/or the interest accrued on funds held in trust by the BC Interior Community Foundation.

- iii. Summary of the RFP drafted for the new pumper truck

No action.

(c) Corporate Officer – no report.

(d) Economic Development Officer – no report

(e) Public Works – no report

(f) Lytton Fire Rescue

- i. Temporary loan of a fire truck from the District of Lillooet – Agreement signed June 25, 2019

19-184 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Council ratifies the agreement signed by CAO Anderson on June 25, 2019 for the loan of a fire truck from the District of Lillooet to the Village of Lytton for three days. **CARRIED**

(g) Water Project Coordinator – Water Capital Project Report dated June 26, 2019 by Lonny Miller, Water Project Coordinator

19-185 Moved, Seconded by Councilors Hay, Murray THAT the Water Capital Project Report dated June 26, 2019 be received for information and filed. **CARRIED**

(h) Engineering Consultant

- i. Report by Dan Mundall re Water System Improvement Project funded by a grant from the Federal Gas Tax Strategic Priorities Fund – List of costs for utility locates (Hydro-excavation and Restoration)

19-186 Moved, Seconded by Councillors Hay, Callewaert-Haugen that the Hydro-excavation and Restoration report of Engineering Consultant Dan Mundall be received for information and filing. **CARRIED**

9) BYLAWS, POLICIES & RESOLUTIONS – none.**10) CORRESPONDENCE**

(a) Incoming Correspondence for Act

(b) Incoming correspondence for information

- i. E-mail dated June 21, 2019 from Service Canada re denial of the Village's application for Canada Summer Jobs grant.

(c) Incoming correspondence list

(d) Outgoing correspondence list

19-187 Moved, Seconded by Councillors Callewaert-Haugen, Hay THAT Council receive the above correspondence for information and filing. **CARRIED**

11) REPORT FROM MAYOR

Mayor Polderman reviewed with Council a note received from Tawanda Hatendi regarding a meeting scheduled for July 15, 2019 of the Rural and Remote Division of Family Practice. The Mayor presented Council with the information regarding this meeting. The Mayor attended the EOC Mobile Kit training session. Mayor Polderman has received a report from CFO Njenga on firehall expenses and revenue. He attended the C2C luncheon with LFN and plans to reach out to the Chief of Skuppah Indian Band and other local chiefs to discuss resuming the sub-regional government meetings. He noted that the Village website redesign is underway. He expressed gratitude for the funding received from TNRD for the new heating system at our swimming pool and reminded CAO Anderson to draft a letter of appreciation to our representative for Area "I".

12) COUNCIL REPORTS

(a) Councillor Callewaert-Haugen – No report.

(b) Councillor Cranmer-Underhill – No report due to absence.

(c) Councillor Hay

Councillor Hay attended the Community to Community Forum lunch.

(d) Councillor Murray

Councillor Murray attended the Community to Community Forum lunch. He expressed the importance of following through with future meetings and to keep the momentum going.

19-188 Moved, Seconded by Councillors Murray, Hay THAT the Mayor's Report and Council Reports be received for information. **CARRIED**

13) REPORTS ON COMMITTEES & COMMISSIONS

(a) Age-friendly Seniors Housing Committee – Committee Chairman, Councillor Hay

Councillor Hay reported on the meeting of the Committee held June 27, 2019. Another meeting is scheduled for the creation of a non-profit society on July 4, 2019.

(b) Economic Development Working Group

Councillor Murray reviewed with Council the minutes of the meetings held April 4, April 25, and May 29, 2019.

19-189 Moved, Seconded by Councillors Hay, Callewaert-Haugen to receive the minutes of the Economic Development Working group meetings held April 4, April 25 and May 29, 2019 for information and filing. **CARRIED**

(c) Emergency Centre Committee – No report

(d) Emergency Preparedness Working Group – No report.

(e) FireSmart Board Meeting

There was a Board meeting held June 24, 2019.

(f) Gold Country Communities Society – No report

(g) Land Use Advisory Committee – No report

(h) LFN and Village of Lytton Joint Working Group on Agriculture

Councillor Murray reported that he had reached out to Amanda Spinks and Rosalin Miles to consider collaboration and partnerships on an application to the BC rural Dividend program for grant funding.

(i) Lytton Museum & Archives Commission

Councillor Hay reported on the potluck dinner held June 25, 2019, and his work with the museum executive on their bylaws.

(j) Lytton Recreation Commission – No report

(k) NDIT Cariboo-Chilcotin/Lillooet Regional Advisory Committee

Councillor Murray reported on the meeting that was held June 18, 2019. A round table discussion about downtown revitalization initiatives and the issue of absentee landlords who

do not maintain their properties nor develop them.

(l) nkshAytkn Caring for our Children Committee & Lytton First Nations – no report.

(m) TNRD Board of Directors

Mayor Polderman reported on the Board meeting held June 13, 2019 and reviewed with Council the meeting highlights presented in the June 17th copy of TNRD's *The Current* newsletter, and of particular note was the trail project under consideration for a fuel treatment pilot project.

(n) Volunteer Appreciation Committee – No report.

19-190 Moved, Seconded by Councillors Callewaert-Haugen, Hay THAT Council accepts the Committee reports as presented. **CARRIED**

14) NEW BUSINESS

(a) Future Community to Community (C2C) forum events

Due to the absence of Councillor Cranmer-Underhill who had suggestions for topics of discussion, this item was postponed to the next Council meeting.

15) CALENDAR OF EVENTS

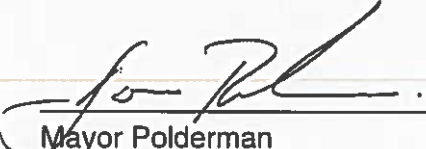
- Registration opens for UBCM 2019 Convention – Tuesday, July 2nd
- Celebration of grant awarded to Lyttonnet – July 4, 2019 at Caboose Park
- 2 Rivers Remix – July 6 & 7, 2019
- School District 74 Board of Education Meeting – September 3, 2019 at the School District Office in Ashcroft
- Gold County Geocaching Event in Lytton – September 21st
- UBCM 2019 Convention – Sept. 23-27, 2019 at Vancouver Convention Centre
- Cariboo Chilcotin Coast Tourism Association AGM & Conference – November 1-3, 2019, Barkerville Historic Town & Park

16) **IN-CAMERA MEETING** – postponed to the next regular Council meeting.

19-191 Moved, Seconded by Councillor Callewaert-Haugen, Hay THAT in accordance with Section 90(1) of the Community Charter, this portio of the meeting is closed to the public, and that Council move to an in-camera meeting at 8:56 p.m.

17) ADJOURNMENT

19-192 Moved, Seconded by Councillors Callewaert-Haugen, Hay THAT the meeting adjourn at 9:49 p.m. **CARRIED**



Mayor Polderman



Corporate Officer Anderson

