



**Village of Lytton  
MINUTES – Regular Council Meeting  
Council Chamber, 380 Main Street, Lytton, BC  
Wednesday, July 24, 2019 – 7:00 pm**

**IN ATTENDANCE:**

**Council:** Mayor Polderman, Councillor Murray, Councillor Hay, Councillor Cranmer-Underhill;

**Absent with notice:** Councillor Callewaert-Haugen,

**Staff:** CAO Anderson, Water Project Coordinator Miller,

**Public:** Mr. Huntley Smith, Mrs. Peggy Chute,

1) **CALL TO ORDER** – Mayor Polderman at 7:02 pm.

2) **ADDITION OF LATE ITEMS**

- Item 7(a)(i): Letter from the Chiefs of the Shuswap, Okanagan and Couteau or Thompson tribes dated August 25, 1910 re Memorial to Sir Wilfred Laurier & Emails dated July 24, 2019 from Councillor Cranmer-Underhill providing background, tips and samples of land acknowledgement practices in other communities of BC
- Item 9: Copy of a draft paragraph proposed as a possible clause to be added as an amendment to the Museum Commission's internal policy
- 14(a) Email from Dr. Miles – E-mail dated June 28, 2019 requesting Council letter of support for LFN's grant funding application to NDIT Economic Diversification Infrastructure Program for the Lytton Food Hub Project
- 14(b) Email from Dr. Miles dated June 26, 2019 attaching meeting minutes re LFN's St. Bartholomew's Hospital Site Discussion Meeting

3) **ADOPTION OF AGENDA**

**19-204 Moved, Seconded** by Councillors Hay, Murray THAT the agenda be adopted as amended to include late items and the correction of the date of the Minutes to be adopted to read July 10, 2019. **CARRIED**

4) **DELEGATIONS** - none

5) **PUBLIC COMMENT** – none

6) **ADOPTION OF MINUTES**

(a) Minutes of the Regular Council Meeting held Wednesday July 10, 2019

**19-205 Moved, Seconded** by Councillors Hay, Murray THAT the Minutes of the regular Council meeting held on Wednesday, July 10, 2019 be adopted as amended to include the numbering of the motions. **CARRIED**

7) **BUSINESS ARISING**

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

Council briefly discussed the tradition of land acknowledgement in Native communities. As Council Cranmer-Underhill was not present, Council directed staff to bring this item back to

the next regular meeting. Councillor Hay asked that staff seek legal advice on the legal issues that might arise from the suggested practices, noting that the samples provided are from organizations that are governed by different legislation than the statutes that govern the Village of Lytton.

(b) 2019 UBCM Convention – September 23-27, 2019

Council discussed various issues that could be brought forward at meetings with provincial Ministers or government staff at the 2019 UBCM Convention. Mayor Polderman advised that Chief Webster has declined the offer to attend this year but would reconsider for next year. Mayor Polderman advised that he no longer plans to attend the Convention. Councillor Murray, Callewaert-Haugen, and Cranmer-Underhill along with CAO Anderson will be attending.

**19-206 Moved, Seconded** by Mayor Polderman and Councillor Hay THAT Councillors Murray, Callewaert-Haugen, Cranmer-Underhill along with CAO Anderson will attend the UBCM and for staff to make appointments with BC Hydro, CN Rail and Ministry of Highways. **CARRIED**

(c) Kumsheen K-12 School Conversion – Development Plan dated June 16, 2019

CAO Anderson noted that on July 16, 2019 Staff had met with MOTI regarding various access and parking issues relating to the high school conversion.

**19-207 Moved, Seconded** by Councillor Hay, Murray THAT Council wait for further information before making a decision on the Development Plan. **CARRIED**

8) **REPORTS FROM STAFF**

(a) Chief Administrative Officer – Verbal report by CAO Anderson

CAO Anderson verbally reported that some office staff will be on vacation for ten days. She discussed the issues arising from the turnover of the Village office staff, and that her time has been largely devoted to training new staff. She advised Council about the days and times for the opening of the Lytton swimming pool, lessons and the three lifeguards and plans for training of future pool staff.

(b) Chief Financial Officer – none

(c) Corporate Officer – none

(d) Economic Development Officer – none

(e) Public Works – none

(f) Fire Rescue

Council reviewed the June 2019 month end report provided by Fire Chief Jason Phillips.

(g) Water Project Coordinator – Water Capital Project Report by Lonny Miller, Water Project Coordinator, dated July 24, 2019.

Mr. Miller reviewed the Water Capital Project Report dated July 24, 2019 and noted that the project is still moving forward although slowly. He and Council discussed the following

issues: Well #3, the Water Treatment Plant, the sink hole that occurred under Highway #1, extra costs for sub-contractors, Public Works and project management, Progress Payment #12 to be revised, WSP's April/May Invoices, Project costs to date and pending Substantial Performance.

**19-208 Moved, Seconded** by Councillors Hay, Murray THAT the Water Project Update Report dated July 24, 2019 be received for information and filed; AND THAT WSP Engineering Invoice dated April 2019 in the amount of \$15,295.00 be held for an additional time to allow for Timbro to complete its contract and get the system fully operational.

**CARRIED**

(h) Engineering Consultant – none

**9) BYLAWS, POLICIES & RESOLUTIONS**

Councillor Hay briefed Council on a recent Museum policy meeting where they discussed the a museum policy with the Village and it was agreed that the only changes needed were to include an elected position and a minor grammatical change.

**19-209 Moved, Seconded** by Councillors Hay, Mayor Polderman THAT the Museum Policy be amended to read as follows:

*All material whether donated to or produced for or by volunteer(s), elected positions, members paid positions and/or contract will upon receipt by the Lytton Museum and Archives become the sole property and copyright of the Lytton Museum and Archives, unless a specific written agreement is made between the parties involved.*

**CARRIED**

**10) CORRESPONDENCE**

(a) Incoming correspondence for action

i. TNRD Dinner Sept.26, 2019

Council discussed the invitation received from the TNRD, and as there was a scheduling conflict with the UBCM formal dinner being held that same evening, Council directed staff to advise the TNRD that they will decline the invitation.

ii. MIABC Voting Delegate

**19-210 Moved, Seconded** by Councillors Hay, Cranmer-Underhill THAT Staff advise MIABC that Village of Lytton Delegates will be: Voting Delegate is Councillor Paula Cranmer-Underhill; Alternate #1 is Councillor Tiffany Callewaert-Haugen

**CARRIED**

iii. Lytton Museum request for financial contribution to purchase a record keeping program.

**19-211 Moved, Seconded** by Councillors Hay, Murray that the Museum request for funding assistance be postponed to the next Committee of Whole and that a representative of the Museum be asked to attend and provide council with more information and/or respond to questions.

**CARRIED**

(b) Incoming correspondence for information

i. Letter dated June 14, 2019 from UBCM Programs Officer re Completion of FireSmart Project (SWPI-876: Lytton Fire Smart, 2018)

- ii. Letter dated June 20, 2019 from the Assistant Water Manager of the Cascades Natural Resource District re 2019 Drought Conditions
- iii. Letter dated June 26, 2019 from MP Jati Sidhu re thank you for hospitality

(c) Incoming correspondence list

- i. Kanaka Bar Indian Band – Letter thanking the Village of Lytton for the \$150.00 donation and closing the side streets for the Lytton River Walk/Run Committee.

(d) Incoming correspondence list

(e) Outgoing correspondence list

**19-212 Moved, Seconded** by Councillors Hay, Cranmer-Underhill THAT Council receive the above correspondence for information and filing. **CARRIED**

## 11) REPORT FROM MAYOR

Mayor Polderman enjoyed the Two Rivers Remix event. He advised Council that the SILGA AGM and Convention will be in April 2020 in Vernon. Mayor Polderman attended the TNRD economic develop meeting in Kamloops. He then toured: the NRI Distribution warehouse and heard about its successes; Harbours Vineyards and learned about the issues it is having; the Chase Water Treatment Plant that costed \$7.3 million and where lake water is treated and pumped; a talk about the High-Speed Internet being an important issue to some municipalities. On the next day at the TNRD meetings: Directors discussed the up and coming UBCM convention issues and the awarding of the Fire Protection Pilot Project. Mayor Polderman attended a Health Meeting with Councillor Hay and discussed the need to retain staff, community needs along with First Nations populations. He also met with the Village's Water Project Coordinator and discussed the issues and delays in the completion of the Ground Water Development Project. He met with LFN's Chief Webster and discussed attending the 2019 UBCM Convention and having more joint meetings.

## 12) REPORT FROM COUNCILLORS

(a) Report from Councillor Tiffany Callewaert-Haugen – absent

(b) Report from Councillor Paula Cranmer-Underhill – none

(c) Report from Councillor Hay –

- o Attended the Health meeting with LFN and provided comment on his discussion with various presenters and delegates on isolated communities and our aging population.
- o Noted that he will be out of Country from August 1 until August 16 and will not be attending the August 14, 2019 regular meeting.

(d) Report from Councillor Gordon Murray - none.

**19-213 Moved, Seconded** by Councillor Murray, Cranmer-Underhill THAT Council accepts the Mayor's and Councillors' reports as presented. **CARRIED**

## 13) REPORTS FROM COMMITTEES OF COUNCIL & COMMISSIONS

(a) Age-friendly Seniors Housing Committee

Councillor Hay reported that the Age-Friendly Seniors Housing Committee is winding down with the start up of the Not-for-Profit Society. Directors are discussing the bylaws etc. and it is moving forward slowly.

(b) Economic Development Working Group – Councillor Gordon Murray

No meeting is scheduled until September

(c) Emergency Centre Committee – Mayor Polderman

No meetings since he made his last report to Council.

(d) Emergency Preparedness Working Group – Mayor Polderman

No meetings since he last reported to Council.

(e) FireSmart Board – Mayor Polderman

No report.

(f) Gold Country Communities Society – Councillor Cranmer-Underhill

Nothing to report.

(g) Land Use Advisory Committee – Mayor Polderman

Nothing to report

(h) LFN & Village of Lytton Joint Working Group on Agriculture – Councillor Murray

A meeting is scheduled for August 1, 2019

(i) Lytton Museum & Archives Commission – Councillor Hay

The next meeting will be August 20, 2019.

(j) Lytton Recreation Commission – Councillor Cranmer-Underhill

Nothing to report

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

Nothing to report.

(l) nkshAytkn Caring for our Children Committee – Councillor Cranmer-Underhill

Nothing to report

(m) TNRD Board – Mayor Polderman

He provided his report earlier in this meeting.

(n) Volunteer Appreciation Committee – Councillor Callewaert-Haugen - Absent

**19-214 Moved, Seconded** by Councillor Hay, Murray THAT Council accepts the above Committee Reports as presented. **CARRIED**

**14) NEW BUSINESS**

(a) Council letter of support for LFN's grant funding application to NDIT Economic Diversification Infrastructure Program for the Lytton Food Hub Project

**19-215 Moved, Seconded** by Councillor Hay, Murray THAT Council provide Lytton First Nations with a letter of support for its funding application to Northern Initiative Trust to create a Lytton Food Hub. **CARRIED**

(b) LFN's St. Bartholomew's Hospital Site Discussion Meeting

CAO Anderson briefed Council on Dr. Miles' email which is provided for information only.

**15) CALENDAR OF EVENTS:**

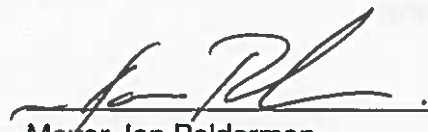
- School District 74 Board of Education Meeting – September 3, 2019 at the School District Office in Ashcroft
- Gold County Geocaching Event in Lytton – September 21<sup>st</sup>
- UBCM 2019 Convention – Sept. 23-27, 2019 at Vancouver Convention Centre
- Cariboo Chilcotin Coast Tourism Association AGM & Conference – November 1-3, 2019, Barkerville Historic Town & Park

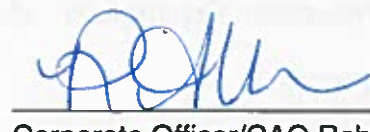
**16) IN-CAMERA**

**19-216 Moved, Seconded** by Councillor Hay, 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 9:10 pm. **CARRIED**

**17) ADJOURNMENT**

**19-217 Moved, Seconded** by Councillor Hay, Murray THAT the meeting adjourn at 9:51 pm. **CARRIED**

  
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Mayor Jan Polderman

  
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Corporate Officer/CAO Rebecca Anderson