



**Village of Lytton  
Minutes – Regular Council Meeting  
Council Chamber, 380 Main Street, Lytton, BC  
7:00 pm – Wednesday August 28, 2019**

**IN ATTENDANCE:**

**Council:** Mayor Polderman, Councillor Hay and Councillor Murray;

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

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

**Public:** Peggy Chute

1) **CALL TO ORDER** – Mayor Polderman called the meeting to order at 7:00 p.m.

2) **ADDITION OF LATE ITEMS**

- a) Item 6(b)(i) – Draft Council Meeting Minutes dated Wednesday July 24, 2019
- b) Item 10(a)(iv) – Invitation for Council to attend Niha'7kapmx Child & Family Services celebration of 25 years of community service
- c) Item 10(a)(v) – Email from Andrew Snetsinger, Ministry of Forests inviting Council to attend the Lillooet Interior Forest Sector Renewal Meeting
- d) Item 14 – E-mail from Bonnie Klohn, Kamloops Food Policy Council Kamloops/ Revelstoke attaching report and inviting Council to support a UBCM resolution on household food insecurity

3) **ADOPTION OF AGENDA**

**19-235 Moved, Seconded** THAT the agenda be adopted as amended to add the late items. **CARRIED**

4) **DELEGATIONS** – None

5) **PUBLIC COMMENT** – None

6) **ADOPTION OF MINUTES**

a) Minutes of Committee of the Whole meetings held:

- i) November 21, 2018 Committee of the Whole meeting

**19-236 Moved, Seconded** THAT the minutes of November 21, 2018 Committee of the Whole meeting be adopted as presented. **CARRIED**

- ii) March 6, 2019 Special Committee of the Whole meeting

**19-237 Moved, Seconded** THAT the minutes of March 6, 2019 Special Committee of the Whole meeting be adopted as presented. **CARRIED**

iii) March 20, 2019 Committee of the Whole meeting

**19-238 Moved, Seconded** THAT the minutes of March 20, 2019 Committee of the Whole meeting be adopted as presented. **CARRIED**

iv) May 15, 2019 Committee of the Whole meeting

**19-239 Moved, Seconded** THAT the minutes of May 15, 2019 Committee of the Whole meeting be adopted as presented. **CARRIED**

v) July 17, 2019 Committee of the Whole meeting

**19-240 Moved, Seconded** THAT the minutes of July 17, 2019 Committee of the Whole meeting be adopted as presented. **CARRIED**

b) Minutes of regular Council meetings held:

i) July 24, 2019 & August 14, 2019

**19-241 Moved, Seconded** THAT the minutes of the regular Council meetings held on Wednesday July 24, and Wednesday August 14, 2019, be postponed to the next meeting. **CARRIED**

7) **BUSINESS ARISING - None**

8) **REPORTS FROM STAFF**

a) Chief Administrative Officer – a verbal report was provided by CAO Anderson:

- Continue working on completion of the Groundwater Development Project
- Training of new administrative staff and conducting the tasks usually done by our CFO until we have a replacement hired.
- Posted the CFO position in newspapers and several job websites. We have received some applications. Lonny Miller and CAO Anderson have canvassed LGMA members who have advertised their availability on a temporary or part-time basis and three of these have provided quotes for work and one has provided a good reference to a suitable CFO candidate that CAO Anderson has contacted directly.
- CAO Anderson renewed the insurance on the vehicle fleet

**19-242 Moved, Seconded** THAT the Report to Council by CAO Anderson dated August 28, 2019 be accepted as presented. **CARRIED**

b) Chief Financial Officer - no report

c) Corporate Officer – no report

d) Economic Development Officer – no report

e) Public Works – no report

f) Lytton Fire Rescue

- i) Month End Report of Fire Chief Phillips for the month of July 2019

**19-243 Moved, Seconded** THAT Council receive for information and filing the Month End Report from Lytton Fire Rescue for the month of July 2019. **CARRIED**

- g) Water Project Coordinator – Lonny Miller, Water Project Coordinator, reviewed his Water Capital Project Report dated June 28, 2019 regarding the Groundwater Development Project.

**19-244 Moved, Seconded** THAT the Water Capital Project Report dated August 28, 2019 be received for information and filed. **CARRIED**

- h) Engineering Consultant – no report

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

10) **CORRESPONDENCE**

- (a) Incoming Correspondence for Action

- i) Gold Country Communities Society – Letter from the Society’s Chairman, Steve Rice, requesting a letter of support for Cache Creek’s application for funding for Tourism 4 Tomorrow (Fraser Canyon corridor)

**19-245 Moved, Seconded** THAT Mayor Polderman provide a letter of support on behalf of the Village of Lytton for Cache Creek’s application for funding to implement “Raise the Route” Canyon Corridor Revival for Tourism for Tomorrow. **CARRIED**

Staff were directed to request more information on behalf of the Village regarding the Cache Creek’s Canyon Corridor Revival Project.

- ii) Lytton Museum Commission – Letter dated August 19, 2019 from the Museum Executive members re handling of their request for \$750 donation to purchase an archives/artifacts kit

**19-246 Moved, Seconded** THAT the Village of Lytton grant the Lytton Museum \$750 to purchase archives/artifacts kit. **CARRIED**

**Opposed: Mayor Polderman**

Mayor Polderman requested that staff issue a letter requesting the Museum provide a copy of the motion (predating August 28<sup>th</sup>, 2019) authorizing the purchase of the archive kit.

- iii) Lytton River Festival – Letter dated August 23, 2019 from Event Coordinator Nonie McCann requesting Mayor Polderman or his designate to welcome visitors

Mayor Polderman advised that he will attend the opening ceremonies to welcome visitors.

- iv) Invitation for Council to attend Niha'7kapmx Child & Family Services celebration of 25 years of community service

No action.

- v) Email from Andrew Snetsinger, Ministry of Forests inviting Council to attend the Lillooet Interior Forest Sector Renewal Meeting

Mayor Polderman reported that he had responded to the e-mail directly and stated his preference for the date of September 10, 2019 for this meeting. Councillors were encouraged to also send an e-mail with their preferred meeting dates.

- b) Incoming correspondence for information
  - i) Joint Provincial-UBCM Green Communities Committee – Letter dated August 15, 2019 re Congratulations to the Village of Lytton & annual review of municipalities' Climate Action Charter commitments
  - ii) Water issues – cc of E-mail from Phoenix Rising-star sent to the attention of the Mayor re private water system in area of 1396 Dunstan Road and which is not producing water for the area's residents
  - iii) Letter dated August 22, 2019 from the Canadian Union of Postal Workers re message to 2019 federal election candidates
- c) Incoming correspondence list
- d) Outgoing correspondence list

**19-247 Moved, Seconded** THAT Council receive the above correspondence for information and filing. **CARRIED**

## 11) REPORT FROM MAYOR –

Mayor Polderman reported that he had attended the TNRD regular monthly meeting, where the Board of Directors discussed the forest industry. Directors who had attended the Opening Day celebrations held at the McAfee Fossil Beds had reported a great turnout at that event.

## 12) COUNCIL REPORTS

- a) Councillor Callewaert-Haugen. – Absent.
- b) Councillor Cranmer-Underhill - Absent.
- c) Councillor Hay-

Councillor Hay questioned CAO Anderson regarding the continuation of the 2018 Fuel Management Project. CAO Anderson explained that she was receiving reports of the work done on the polygon for whom a contract had been awarded and that the second polygon required re-posting because Council had not been able to award that contract due to problems making quorum at the time it had been posted. The second polygon of the project will require an extension, and once that is granted, this part of the project will be reposted, hopefully by the end of September.

Councillor Hay requested CAO Anderson prepare a report on the liens to recover unpaid taxes that were placed on mobile homes located on a private property. Councillor Hay suggested September 30<sup>th</sup> for the report to be made available. CAO Anderson said she would do her best to try to provide a report by then or as soon after as was possible but that she could not guarantee this because of the shortage of administrative staff and being without a CFO since July 4<sup>th</sup>.

d) Councillor Murray- Nothing to report at this time.

**19-248 Moved, Seconded** THAT the Mayor's Report and Councillors' Reports be received for information. **CARRIED**

### 13) REPORTS ON COMMITTEES & COMMISSIONS

- a) Age-friendly Seniors Housing Committee – Committee Chairman, Councillor Hay - nothing to report
- b) Economic Development Working Group –  
Councillor Murray reported that the next meeting is scheduled for September
- c) Emergency Centre Committee – nothing to report
- d) Emergency Preparedness Working Group – nothing to report
- e) FireSmart Board Meeting – nothing to report
- f) Gold Country Communities Society – nothing to report
- g) Land Use Advisory Committee – nothing to report
- h) LFN and Village of Lytton Joint Working Group on Agriculture – Next Meeting in September
- i) Lytton Museum & Archives Commission – Nothing to report
- j) Lytton Recreation Commission – No report
- k) NDIT Cariboo-Chilcotin/Lillooet Regional Advisory Committee- nothing to report
- l) nkshAytkn Caring for our Children Committee & Lytton First Nations- nothing to report
- m) NRD Board of Directors

Mayor Polderman reported previously during this meeting, at item 11.

n) Volunteer Appreciation Committee – No report

**19-249 Moved, Seconded** THAT Council accepts the Committee reports as presented. **CARRIED**

**14) NEW BUSINESS**

- a) E-mail from Bonnie Klohn, Kamloops Food Policy Council Kamloops/ Revelstoke attaching report and inviting Council to support a UBCM resolution on household food insecurity. Council briefly discussed the issue and will be sending the information to Councillor Callewaert Haugen as she is the only Councillor attending the 2019 UBCM Convention.

**15) CALENDAR OF EVENTS**

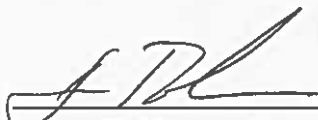
- Lytton River Festival – August 30 through September 1, 2019
- School District 74 Board of Education Meeting – September 3, 2019 at the School District Office in Ashcroft
- Committee of the Whole meeting – Wednesday September 18, 2019 at 5:00 p.m.
- Gold County Geocaching Event in Lytton – September 21, 2019
- 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 – None**

**17) ADJOURNMENT**

**19-250 Moved THAT the meeting adjourn at 9:46 p.m.**

**CARRIED**

  
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Mayor Polderman

  
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Corporate Officer Anderson