



Village of Lytton
Citizens Advisory Select Committee

Date: January 19, 2022

Time: 4:00p.m.

Location: via Zoom

Purpose: TBD

Committee/Alternate Members Present	Chairperson Ian Hay Committee Members: Jade Baxter, Patsy Gessey, Ollie Harrison, John Haugen, Jessoa Lightfoot, Sheila Maguire, Nonie McCann, Melissa Michell, Dylan Taylor
Staff Present	Alison Poste, Recovery Manager James Heigh, Project Manager Ron Dickinson, Director of Development
Regrets	
Guests	Rob de Pruis, Director of Consumer and Industry Relations, Insurance Bureau of Canada Aaron Sutherland, Insurance Bureau of Canada Greg Moy, Insurance Bureau of Canada

1		CALL TO ORDER	
2		ADOPTION OF THE AGENDA	
		2.1 Addition of Late Items 2.2 Agenda for the January 19, 2022 Citizens Advisory Select Committee Meeting	
3		ADOPTION OF THE MINUTES	
		3.1 Minutes for the January 5, 2022 Citizens Advisory Select Committee <i>Moved by Committee Member _____, that the Minutes for the January 5, 2022 Citizens Advisory Select Committee be adopted</i>	
4		BUSINESS ARISING FROM THE MINUTES 4.1 Terms of Reference Presentation - Nonie McCann 4.2 Lytton InterAgency Update Meeting Minutes - January 7, 2022	
5		New Business 5.1 Presentation by Rob de Pruis, Insurance Bureau of Canada and Questions and Answers Session 5.2 Motion regarding Village of Lytton Incentive Fund	

	<p>WHEREAS “building back better”, NetZero and fire resistance have financial implications for those who wish to rebuild;</p> <p>AND WHEREAS prior comments by Mayor and Council have mentioned additional funds from outside sources that would help the rebuild,</p> <p>THAT the Citizens Advisory Select Committee recommends to Council that the Village of Lytton create an Incentive Fund from funds secured from donations, NGOs and senior levels of government. Further, that criteria is established in a timely fashion, so those designing their rebuilds have assurance that additional funds may be accessed to incorporate higher cost materials and heating/cooling systems.</p> <p>5.3 Motion regarding Village of Lytton Building Trade Fair</p> <p>WHEREAS residents have shared that planning would be aided by having an inventory of building design, innovations, materials, sources and costs</p> <p>THAT the Citizens Advisory Select Committee recommends the Village of Lytton organize a “Spring 2022 Building Trade Fair” to provide details and information to help provide information to assist rebuilders. The CASC suggests the Trade Fair be held over multiple days so ample time is given for consultation, and opportunities for community engagement.</p> <p>5.3 Interim Housing Update - Recovery Manager</p>	
6.	Correspondence	
	6.1 Correspondence from Patsy Gessey	
7.	Adjournment	
	Motion to adjourn was made by _____	

3.1 CASC Meeting - January 5, 2022 - Meeting Minutes



**Village of Lytton
Citizen’s Advisory Select Committee**

Date: January 5, 2022
Time: 4:00p.m.
Location: via Zoom

Purpose: TBD

Committee/Alternate Members Present	Chairperson Ian Hay Committee Members: Jade Baxter, Patsy Gessey, Ollie Harrison, John Haugen, Jessoa Lightfoot, Sheila Maguire, Nonie McCann, Melissa Michell, Dylan Taylor
Staff Present	Ron Mattiussi, Policy Group Liaison Alison Poste, Recovery Manager
Regrets	Leslie Groulx, A/CAO
Guests	James Heigh, Project Manager Ron Dickinson, Director of Planning and Development

1		Chairperson Hay called the January 05, 2022 Citizens Advisory Select Committee to order at 4:05 pm and welcomed guests. The Chairperson provided a brief overview of the Agenda.	
2		ADOPTION OF THE AGENDA	
	CAC- 22-01	<p>2.1 Addition of Late Items</p> <ul style="list-style-type: none"> - Member McCann requested that the vacancy left by former Member Swan be filled. Chair Hay responded that the original Committee was struck with 11 individuals, so upon Ms. Swan’s withdrawal from the Committee, the number of Committee members is now 10, as per the direction of Council. - Member Baxter requested that an Agenda item be added to talk about Red Cross support to renters. The item was added to the Agenda as Item 5.3. - Member Lightfoot noted the Agenda item for ‘Requests and Comments from the Committee’ was missing from the Agenda. Chair Hay responded that he would be going through each member at each meeting. - Chair Hay added a late Agenda item under the heading of Correspondence as Item 6.1. 	

		<p>2.2 Agenda for the January 05, 2022 Citizens Advisory Select Committee Meeting</p> <p><i>Moved by Committee Member Harrison, THAT the Select Committee adopt the agenda for the 05 January 2022 Citizen Advisory Select Committee as amended.</i></p>	CARRIED
3		ADOPTION OF THE MINUTES	
	CAC-22-02	<p>Minutes for the December 15, 2021 Citizens Advisory Select Committee be adopted</p> <ul style="list-style-type: none"> - Member Maguire noted that Michelle Swan’s name appeared as attending the December 15, 2021 Citizens Advisory Select Committee. Ms. Swan tendered her resignation prior to the December 15, 2021 Citizens Advisory Select Committee and therefore was not present. <p><i>Moved by Committee Member McCann, that the Minutes for the December 15, 2021 Citizens Advisory Select Committee be adopted as amended.</i></p>	CARRIED
4		<p>BUSINESS ARISING FROM THE MINUTES</p> <p>4.1 Terms of Reference for the Citizens Advisory Select Committee</p> <ul style="list-style-type: none"> - Chair Hay put a request out to Committee members for input into the revised Terms of Reference (TOR) on Dec 27; on Dec 28, Chair Hay contacted the A/CAO to complete the TOR - 9(c) of the Terms of Reference outlines the reporting requirements for Council. - The TOR will be presented at the Jan 12 Council Meeting. - Member Maguire expressed a concern that the Committee had not had enough time to read through the TOR. She expressed it was important for her to understand the TOR prior to agreeing to join the CASC. Chair Hay noted the request for input was sent on Dec 27, however several Committee members noted it was not received until Jan 3, 2022. - Member Harrison indicated that, in speaking with members of the public, she would like the opportunity to discuss the TOR with other Committee members. - Chair Hay suggested a sub-committee be struck to review the TOR and provide revisions prior to the next Committee meeting on Jan 19, 2022. Member McCann offered to Chair this sub-committee. - Member Lightfoot expressed that the TOR is formalizing the Committee into what would be considered a regular Council meeting, whereas Committees generally promote conversation and discussion so that all members can contribute. It appears to be more complicated in process than in spending time on things that need to be addressed. Member Lightfoot has a further concern regarding the Communications section of the TOR and the ‘top-down’ structure as opposed to a ‘shoulder-to-shoulder; initiative as was the original intent. - Chair Hay indicated that his intention with the TOR was to provide some direction to the Committee. <p>4.2 Citizens Advisory Select Committee Representation to Interagency Update on Recovery Presented by the Village Recovery Manager</p> <ul style="list-style-type: none"> - Recovery Manager Poste addressed the question raised at the last meeting regarding the InterAgency Update and potential CASC representation at that meeting. 	

		<ul style="list-style-type: none"> - The Recovery Manager outlined the Lytton InterAgency Update is generally a two-hour meeting and is operationally focused. - Recovery Manager suggested the following options: 1) Having CASC members appoint a member to sit on the meeting in an observer capacity, or 2) Provide the minutes from the InterAgency update to Committee members - Members McCann, Michell, Taylor and Lightfoot expressed a preference for receiving the minutes in a separate email and not attached to the CASC Agenda. - Any questions that arise from the InterAgency Update can be added to the next CASC Agenda. <p>4.3 Project Manager Job Function</p> <ul style="list-style-type: none"> - the Scope of Work for the Village of Lytton Project Manager was added for information only. 	
5		New Business	
	CAC-22-03	<p>5.1 Status of Debris Removal by Presenter James Heigh, Project Manager</p> <ul style="list-style-type: none"> - Mr. Heigh outlined his role as providing support to the Recovery Manager and her team by taking discrete projects and providing a scope, schedule and budget in order to execute them. - Current projects are the Debris Removal and the Water Systems projects - Last few weeks has been an information-gathering phase, conducting interviews with primary stakeholders who have actions within the Recovery and what has been happening the past number of months - Schedules are being determined now to put structure around the action-items identified and provide those to the Steering Committee. Actions are associated with existing legislation and regulations. - Scope has involved understanding what commitments have been made by what organizations. - Once a schedule and a structure has been determined, a monthly report will be made to the Village outlining progress towards the defined milestones. - Communicating the wrong milestones to the community only creates further frustration and mistrust, so we want to ensure we are managing realistic expectations. - The following procurements (long-term standing offers) are currently in the planning phases: <ul style="list-style-type: none"> - Qualified Professional (QP) will be required to represent Lytton (similar to the way Insured property owners are represented) so that a work plan can be drawn up to resolve uninsured properties. - Contracting support for the Public Works Department to resolve issues with the water system and operational issues as they arise. - Number of working groups will feed into the overall project, including the CASC, the Environment Working Group, Heritage Working Group and Funding Partners. These would all contribute to the overall plan and scope of work. <p>Questions from Committee Members:</p> <ul style="list-style-type: none"> - Member Harrison asked a question about the removal of foundations and how they are being transported out of Lytton. 	

- Mr. Heigh responded that the TNRD has hired solid waste consultants to look into transport of materials from impacted communities throughout the Interior and they are bringing back recommendations. We are also considering working with CN Rail to transport materials to the transload facility at Ashcroft. There are also private facilities that will take some of the contaminants throughout Alberta and the US.
- Hauling costs are significant, and these are going to be brought to the funding partners; we are bringing those forward as part of a larger request
- there is a possibility that a unit can be brought on-site to clean and crush concrete and rubble foundations to be repurposed
- Member Haugen asked a question about who the stakeholders were on the Project Team, and informed Mr. Heigh there is a CP siding at the Aspen Planers site.
 - Mr. Heigh was not aware of the CP siding at Aspen Planers, but whatever solution we come up with has to be sustainable and provide value to the community and lead to further economic opportunities. He will discuss further with Councillor Robertson.
 - Regarding the stakeholders, Mr. Heigh indicated the role of the Project Manager is not to do community consultation, it is to execute the direction provided by the Recovery Team and the Council. His role is to execute the plan with the direction of the Steering Committee (comprised of community members and Working Groups).
- Member Lightfoot expressed appreciation for written minutes and logical/realizable goals. She asked for an optimistic date on when the site will be cleaned up. Will construction be delayed until the entire site is cleaned up, or will it be staged?
 - Mr. Heigh indicated there will likely be no movement until the snow is off the ground. First priority is to remove asbestos which will be time-consuming. We are not constrained by the *Heritage Management Act* for removal of surface debris.
 - Mr. Heigh has indicated the *Heritage Management Act* process needs to be taken seriously, and they have not been thoroughly mapped out to date. We are in the process
 - Mr. Heigh has indicated the site is covered in asbestos, and the level of contamination is significant. The project should not be rushed until the site issues are addressed.
- Member Lightfoot asked about Public Works and infrastructure. Are there differences in the approach between public and private properties?
 - Mr. Heigh indicated the approach will not discern between public and private property. It all needs to be remediated. We need to consider how we are protecting the homeowner, to enable development and investment in the community.
 - Mr. Heigh indicated that homeowners may not be building back in 2022, but realistically may be looking at Spring of 2023 at the earliest. Insurers may be able to move faster on insured parcels, but remediation will take a significant amount of time.

	<p>CAC-22-04</p>	<ul style="list-style-type: none"> - Mr. Heigh indicated that windows of opportunity have been addressed, but we need to put the time into realistic planning to ensure we don't miss the next window. - Member Michell asked about the costs of debris removal. Her adjuster indicated that due to the Heritage requirements, a three-stage process was in place. A set amount has been allocated in her insurance for debris removal removal, but if this is not sufficient, what funding is in place to cover the shortfall? Is there a process to get insurance timelines extended? <ul style="list-style-type: none"> - Mr. Heigh indicated he believes there are funding mechanisms in place for those whose insurance may not take them all the way through remediation. He indicated he believes there is political will for this to enable people to rebuild, but the details have not been sorted out as yet. - Mr. Heigh indicated the Insurance Bureau of Canada is a stakeholder at the table, and have understood that the durations may not be suitable for homeowners. Ms. Poste indicated the Red Cross has come to the table to support debris removal for properties that have been uninsured or underinsured. - Member McCann asked about hiring Public Works people now to be involved from the beginning to help with reconstruction and recovery. <ul style="list-style-type: none"> - Mr. Heigh indicated that because he is not leading the administrative or human resources for the Village Staff, he is unable to answer this question. - Mr. Mattiussi responded that a budget and financial plan will be coming forward shortly. The documents will provide information to Council to inform their decisions regarding hiring of staff, which will needed to be funded through taxation. - Chair Hay asked about archeological permits and how far down the digging will have to be done. <ul style="list-style-type: none"> - Mr. Heigh replied the original three-phase approach involved removal of surface debris, then removal of 3-4" of surface soils throughout the town site, then to test to determine if further remediation is required. - Chair Hay asked what has been the main hold-up in nothing being done to date? <ul style="list-style-type: none"> - Mr. Heigh indicated that in an emergency timelines are unpredictable, but because the Village of Lytton lost their administration and leadership. There was a lot of goodwill but there was no structure and plans in place. Without a plan in place, its hard to reach milestones. We are here today, and there is a lot to do, but we are now developing plans to ensure future windows are not missed. <p>5.2 Recommendations to Council re Building Bylaw 750</p> <ul style="list-style-type: none"> - Member Maguire put forward three (3) Motions regarding recommendations to be taken to the next Regular Council Meeting: <p><i>THAT the Citizens Advisory Select Committee recommends to Council that Building Bylaw 750 be amended to remove any reference to Step Code 5 and replace it with reference to Step Code 3.</i></p> <ul style="list-style-type: none"> - Member Gessey asked if it would make sense to have Step Code 4 in place as a milestone for the new Bylaw? 	<p>CARRIED</p>
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		<ul style="list-style-type: none"> - Mr. Dickinson replied that Step Code 3 is very easily attainable, and is essentially the Building Code “of the day.” Once you get into Step Codes 4 and 5, costs start to escalate, with minimal gain (as compared to cost). He said that Step Code 3 is highly energy efficient. - Members Michell, Haugen and Baxter indicated that they would like to see more wording about FireSmart or fire resistance added to the Bylaw. <ul style="list-style-type: none"> - Member Lightfoot pointed out the Building Code already has a number of provisions that address fire hazards. - Mr. Mattiussi also indicated the Institute for Catastrophic Loss Reduction has provided input that has incorporated fire resistant building materials. <p>THAT <i>reference to a District Energy System in Building Bylaw 750 be deleted.</i></p> <ul style="list-style-type: none"> - Member McCann requested that <u>all</u> references to a District Energy System in Bylaw 750 be deleted as it appears in a few places in the Bylaw. - Member Michell indicated that there are a number of residents in the community that also want this provision deleted. - Mr. Dickinson indicated that removing the references to the District Energy System would not slow the process down. <p>THAT <i>Building Bylaw 750 be reviewed to remove references that do not apply to the Village of Lytton proper, for example reference to natural gas, storm water from private property to storm drain and other items not pertaining to the Village of Lytton.</i></p> <ul style="list-style-type: none"> - Chair Hay requested that the word ‘natural’ be inserted before gas. - Member Haugen asked for clarification regarding sewer service. Member Lightfoot clarified that storm water drainage from private properties to the main storm drain is not part of Lytton municipal services. - Mr. Dickinson said the subdivision bylaw is written in a way where lots have to be graded in such a way that drainage runs directly to the road or off the property. Eliminating from the Building Bylaw a good idea, as it is addressed elsewhere. - - Member Gessey asked whether there would be further discussion and opportunity to provide input. <ul style="list-style-type: none"> - Mr. Mattiussi replied that this was one venue for input to Council. Further public input/hearings to the Bylaw is not required, but it is best practise. Council will then determine what the final Bylaw looks like. - Chair Hay reported on a ‘Bylaw Clause’ that he saw in a number of insurance policies, where insurance may not cover any changes that occur as a result of a Bylaw. <ul style="list-style-type: none"> - Mr. Dickinson indicated that generally, if there is a parcel of land that is not in compliance with current regulations, and you lose your home, the bylaw that is followed is the one that was in place at the time the home was lost. It would not cover changes to the Bylaw between the time of the loss and the time of the reconstruction. - Member Lightfoot provided a notice of motion that the CASC provide incentive to people who may wish to build to the higher standard. <p>5.3 Red Cross Supports for Renters</p> <ul style="list-style-type: none"> - Member Baxter addressed the Committee on the current level of support being extended to Renters displaced by the wildfire. She reminded Committee members 	<p>CARRIED</p> <p>CARRIED</p>
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	CAC-22-05	<p>about the concerns around lack of support from the Red Cross. She indicated the concerns were that the Red Cross do not have good awareness of the community, and renters may be falling through the cracks of support.</p> <ul style="list-style-type: none"> - Ms. Poste responded that she has heard similar issues from the Red Cross. She will be in the Lytton area the week of the 17th, along with the Red Cross, and suggested the two will meet with the Red Cross representative at the Resiliency Center to see if a compatible solution can be worked out. 	
6.		Correspondence	
		<p>6.1 Correspondence from Tricia Thorpe</p> <ul style="list-style-type: none"> - Chair Hay indicated there were complaints about people not being communicated with following the fire. His suggestion was that people provide their phone numbers and email addresses to ensure folks can be reached. - Member Harrison sent out Chair Hay’s email and received some negative comments. - Chair Hay indicated that the list was for Village residents only, as the Committee only has jurisdiction within the Village of Lytton boundaries, and there was no offense intended and no intention to leave anyone out. - Member Lightfoot indicated there were concerns raised responding to ‘another survey’, and concerns about responding to a private email address, not an official Lytton address. - After Member Harrison’s email went out, Ms. Poste worked with a number of community residents to update the list to determine who lived in Lytton at the time of the fire. Member Harrison expressed a concern that she was not consulted in compiling the list. Member Lightfoot responded that there was no intention to exclude, it was work that was done by local residents on an ad hoc basis. - Member McCann indicated that she sent an email to Chair Hay regarding her concerns but she did not hear back. Chair Hay indicated that he may have missed her email. He suggested the email list be divided up between the Committee members. 	
7.		MLA Jackie Tegart	
		<ul style="list-style-type: none"> - MLA Tegart provided greetings. 	
8.		Adjournment	
		Motion to adjourn was made by Member Taylor	

4.1 Terms of Reference Presentation

The following Draft Terms of Reference are submitted to the Village of Lytton Citizens' Advisory Select Committee, as per the following sections of the Council Procedure Bylaw 692:

Standing committees of council

- 141** (1) The mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees.
- (2) At least half of the members of a standing committee must be council members.
- (3) Subject to subsection (2), persons who are not council members may be appointed to a standing committee.

Select committees of council

- 142** (1) A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council.
- (2) At least one member of a select committee must be a council member.
- (3) Subject to subsection (2), persons who are not council members may be appointed to a select committee.

Application of Rules of Procedure

4. (1) The provisions of this bylaw govern the proceedings of Council, COTW, Commissions, and all standing and select committees of Council, as applicable.
- (2) In cases not provided for under the bylaw, the 11th Edition of the Roberts' Rules of Order apply to the proceedings of Council, COTW, and Council Committees to the extent that those Rules are:
- (a) applicable in the circumstances, and
 - (b) not inconsistent with provisions of this bylaw or the *Community Charter*.

Village of Lytton

Citizens' Advisory Select Committee REVISED DRAFT TERMS OF REFERENCE

Revised: 2021-12-28 Further revised Draft: 2022-01-11

1. Authority

The Citizens' Advisory Select Committee (CASC) was established by the Village of Lytton Mayor and Council to act as an advisory body to the Mayor and Council for the Village of Lytton.

2. Definitions

- **Advisory** means having or consisting in the power to make recommendations, but not to take action enforcing them.
- **Advisory Committee** means an advisory committee, in a community context, is a structure often formal, but non-decision-making in which the mandate consists of giving advice, of formulating opinions, or of making recommendations on questions where the topic affects the community. In general, advisory committee members are volunteers. Also, to gather concerns of residents and bring them forward to Mayor and Council.
- **Chairperson** means the person in charge of a meeting, committee, or organization.
- **Select Committee** as defined in the *Community Charter* under Section 142
 - 1) A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to Council.
 - 2) At least one member of a select committee must be a council member.
 - 3) Subject to subsection (2), person(s) who are not council members may be appointed to a select committee.
- **Meeting** means an assembly of people, especially the members of a society or committee, for discussion.

3. **Purpose**

To advise the Mayor and Council regarding the recovery and rebuild of the Village after the June 30, 2021 Wildfire, with one main objective:

A. Primary: the recovery and rebuild of the Village of Lytton.

4. **Mandate**

Advise Mayor and Council on matters relating to planning and land use, the preparation and adoption of the Village's Official Community Plan, and proposed bylaws or permits relating to the recovery and rebuild of the Village of Lytton, by:

- Sharing and discussing information related to the community and business recovery plans
- Hearing from residents, invited resource experts and stakeholders on a variety of recovery-related themes, such as, but not limited to land use planning, fire protection, business recovery and community engagement initiatives.
- Providing recommendations to the Mayor and Council related to the social, economic, health and fiscal recovery of the Village.

5. **Committee Composition**

The Village of Lytton Citizens Advisory Committee (CASC) has been established by resolution of the Village of Lytton Council as a '**select committee**' comprised of key local stakeholders as follows:

Committee Member are made of Stakeholder representatives:

Chairperson -(Elected by members)

Councillor (appointment by Council)- Ian Hay

Lytton Recovery Manager (staff lead) – Alison Poste

Jade Baxter

Patsy Gessey

Ollie Harrison

John Haugen

Jessoa Lightfoot

Sheila Maguire
Nonie McCann
Melissa Michell
Dylan Taylor
Chief Administrative Officer (ex-officio)

Alternate Committee Members (3)
(separate Resolution in Council) Cleann Coghlan; Angela Brown; and Karen Kimble

6. Committee Member Responsibilities

- Attending and contributing to Committee meetings;
- Articulating and maintaining the strategic direction of the Committee;
- Contributing (i.e. providing advice and recommendations) to the Committee to ensure that individual projects align with key Recovery\Rebuild Program priorities as identified in the Short, Medium and Long Term Recovery Plan;
- Monitoring overall progress of Recovery\Rebuild projects and, where necessary, recommend actions to increase the effectiveness and impact of the Recovery\Rebuild Program priorities as identified in the Short-, Medium- and Long-Term Recovery Plan;
- Consider or inquire into any other related matter or resident concern(s) and to report its findings and opinion to Council for the Village of Lytton.

7. Committee Chair

- The Chair shall be elected by Committee members..
- The Chair shall be responsible for overseeing Committee meetings, activities and functions.

8. Communications

- The Committee Chair shall oversee all stakeholder communications.
- All formal external communications from the Committee and any sub-committees thereof shall be done by the Admin representative on the committee.
The Committee Chair shall keep the Committee informed of any communications by way of regular Committee meetings or through direct communications as required.

9. Meetings

- Committee meetings shall be held on the First and Third Wednesdays of the month.
- Meetings shall be held in person and/or via teleconferencing (Zoom platform).
- All meeting materials, including agendas and supplementary documentation shall be circulated prior to the meetings.

D. If deemed necessary, Special Meetings may be called by the Committee Chairperson and Committee Members shall be informed of this at least three days in advance of the Meeting date.

9. Reporting

- The Committee reports back to Mayor and Council through the Chairperson of the Committee; and
- A designated committee representative may appear as a delegation before Council where relevant; and
- The Committee Report shall be in writing and follow the format as designated by the Village Administration.

10. **Protocol and Procedures**

Meeting Agendas and Minutes

- (1) All meetings must have an agenda.
- (2) Each member of the Committee must be in receipt of an agenda prior to the meeting.
- (3) Meetings are to be kept to a maximum of one and one-half hours (1.5).

Consensus Decision-making

- (1) When a decision or direction is required, it is to be achieved through consensus.

Conduct

- (1) The members of the CASC shall conduct themselves in a respectful manner in all of their dealings with each other and the Council as a whole.
- (2) Members must abstain from discussion and voting on a matter where they have a real or perceived conflict of interest.

Governance

- (1) The committee meetings will follow Roberts Rules of Order.
- (2) The committee meetings are open to the public, but without public participation.

12. **Term**

The Committee shall function until 30 November 2022, at which time the committee function will be reviewed and a recommendation on the future status sent to Council.

Appendix: Committee members as of December 2021

4.2 Lytton InterAgency Update, January 7, 2022 - Meeting Minutes

Village of Lytton InterAgency Update Meeting Minutes

Date: January 7, 2022

Time: 10:00am – 11:30am

Location: Zoom

Purpose: To share information between community partners for the purpose of coordinating activities, identifying mutual opportunities, and facilitating efficient recovery and rebuilding efforts within the Village of Lytton.

Attendees at the January 7, 2022 Update marked in RED below:

Invitees:

Boston Bar: Chief Pamela Robertson

Cook's Ferry IB: Chief Christine Minnabarriet

Kanaka Bar IB: Chief Patrick Michell

Lytton First Nation: Feddie Louie, Kevin Sampson, Niakia Hanna, Adam Phillips, Dylan Houlihan

Nicomén IB: Chief Norman Drynock, Councillor Darren Cressey, Councillor Clifford Walkem

Nlaka'pamux Nation Tribal Council: Nadine Hoehne

Siska IB: Chief Fred Sampson, Councillor Harriett Isaac, Councillor Patricia Munro, Councillor Sam Gush

Skuppah IB:

Village of Lytton:

- Ron Mattiussi, Leslie Groulx, Ron Dickinson, James Heigh, Owen Collings

Province of BC - Recovery Sector Leads:

- **Environment**
 - Ministry of Environment: Carrie Nugent
- **Infrastructure and Governance**
 - Ministry of Municipal Affairs: Dave Tudhope, Jennifer Rae Pierce, Ron Burlison
- **Community and People**
 - Ministry of Health: Margaretha Lundh, Richele Shorter, Amy Van Reeuwijk, Gerrit van der Leer
- **Economy**
 - Ministry of Forests Lands and Natural Resource Operations and Rural Development: Marc Imus, Lori Henderson, Gerry MacDougall

Ministry of Transportation: Brad Bushill, Caitlin Dobson

BC Hydro: Derek Curll

BC Wildfire, Lytton Base: Scott Rennick

Botanie Creek: R. Forrest

Canada Post: Darren Thicksen, Rob Klarich, Stephen Quigley, Benjamin Berman

Chamber of Commerce: Bernie Fandrich, Fiona Anderson, Denise O'Connor

Community Futures Sun Country: Debra Arnott, Daphane Nelson

EMBC: Andrew Morrison, Darlene Clark, Brian Daszko, Calder Graham, Julia Iwama, Kristy Palmantier, Dave Peterson, Corinne Brosz, Dawn Walkely

First Nations Emergency Services: Larry Price, Bob Mills

First Nations Health Authority (FNHA): Dan Ferguson, Londea Riffel, Rob Fleming

Fraser Basin Council: David Marshall, John Talbot, Andrea MacDonald

Grocery Store: David Choi

Interior Health:

Primary Care Update: Colin Swan, Ian Wood, Lisa Zetes-Zanatta

Water Quality Update: Diana Tesic-Nagalingam

BCEHS (Ambulance Services): Allen McIlhargey, Lisa Dwyer, Kathie Hibberson

Indigenous Services Canada (ISC): Belinda Co, Timothy McCann, Laura Aucoin, Samantha Quesnelle, Sheldon Wickstrom

Lytton Chinese History Museum: Lorna Fandrich

Nlaka’pamux Child & Family Services Society: Chrissy Thomas

Nzen'man' Child and Family Development Centre Society: Romona Baxter

Office of Brad Vis, MP: Brittany Lang

Office of Jackie Tegart, MLA: Lori Pilon

RCMP: Scott Clay

Scotia Bank: Saul Jacob, Marcy Tarder-Stoll

School District 74: Teresa Downs

Stein Valley Pharmacy: Chris Dreyer

Telus: John Cimino

Thompson Nicola Regional District: Scott Hildebrand, Kevin Skrepnek, Dale Kronebush

Facilitator: Alison Poste, VOL

Minutes
1. Territorial Acknowledgement
2. Introductions
3. Updates Village of Lytton (Alison Poste) <ul style="list-style-type: none">● Alison Poste<ul style="list-style-type: none">○ Meetings held before Christmas re: IPT meeting for Debris removal, IPT meeting for water infrastructure○ Reservoir damage is still being addressed, Phase 1; cleanout of reservoir intake has been completed○ Housing options– will be updated in coming weeks○ The Resiliency centre was unable to open due to the amount of snowfall this week● Owen Collings<ul style="list-style-type: none">○ TELUS contractors were able to come in and retrieve some equipment from their property.○ Tree falling began before Christmas, trees have not been removed from the streets as there was no truck available at the time.○ Dangerous wall removal on Alonzo Way is beginning by RCMP.● Leslie Groulx<ul style="list-style-type: none">○ Working on a snow removal standing offer with Tri-West.○ Working on securing an office and lease agreement to come through. BCEHS (Kathie Hibberson)

- Lytton is currently being served out of the closest station in Lillooet.
- Will be in meetings working toward getting a station back to Lytton.

BC Hydro (Derek Curl)

- Meeting this afternoon to talk about options to rebuild power infrastructure in the area.

BC Wildfire Service (Scott Rennick)

- Staff started on Tuesday, currently working on finalized plans for temporary accommodations for staff.
- Expected installation of 6 modular trailer camp in March.
- Helping with tree falling and removal and danger tree removal.

Canada Post (Benjamin Berman)

- Temporary post office was planned to be opened December 22, 2021. Staffing issues with COVID-19 prevented opening.
- Looking for new staff to reopen the post office, COVID-19, road access and housing issues are making staffing challenging.
- Current trailer on location will not be the temporary trailer. Larger trailer is being completed in Prince George and will be transported when the Ministry of Transportation allows.
- Mail is being held and can be picked up in Kamloops at 1350 Dalhousie Drive location.

Chamber of Commerce (Fiona Anderson & Denise O'Connor)

- No update today, in attendance for information.

Community Futures (Deb Arnott)

- Road trip to Lytton was done before Christmas, small computer works stations with printer and scanner were set up in the centre for individuals to use as needed.
- Currently looking for staff for the Business Incubator Centre; 2 full time individuals.
- Small businesses are now facing tax and financial season, Daphne Nelson has been working with small businesses to wrap up their year end.

EMBC (Darlene Clark)

- The Province is continuing to support Lytton.
- No update today, in attendance for information.

First Nations Health Authority (Dan Ferguson)

- Reviewing septic systems that will be installed to service interim housing.
- Continuing to monitor drinking water.
- Mental health services are also available.

Interior Health (Ian Wood)

- MHS, Opioid use services and COVID-19 services are in place.
- Primary Care - Virtual Health options are being developed. Face to Face option is being worked on but is more difficult due to COVID-19 and access to the area.

Interior Health (Diana Tesic-Nagalingam)

- Water treatment plant is currently functioning as per design.
- Office space will be opening in the Village.
- Developing ways to work with the FNHA.

Indigenous Services Canada (Sam Quesnelle)

- ISC is working on water systems and temporary housing.

LFN (Dylan Houlihan & Kevin Sampson)

- Lot servicing construction is starting this week. DENT Construction has been contracted.
- Interim band office looking to be established.

- Teranus doing soil samples on each site for level of contamination on these sites, this work should be completed within the next couple weeks to allow contractor to begin debris removal.
- Water systems inspection on Well #3 has been done and planning to remediate, looking at Stein water system and what needs to be done to get this running and connected to the temporary housing and band offices.

Office of Brad Vis (Brittany Lang)

- Before Christmas Ministry of Public Safety received a request for funding for the Province from Disaster Financial Assistance Arrangements (DFAA).

School District (Teresa Downs)

- School will remain closed until the highway reopens.
- Health and Safety Guidelines have changed, no visitors are allowed at the schools. The resiliency centre has been exempt from this change.

Telus (John Cimino)

- Telus was on site before Christmas to do equipment removal.
- Building permit drawings have been submitted and will be reviewed by end of January.
- Waiting for approval to begin rebuilding office in the Village.

TNRD (Kevin Skrepnek)

- No update, in attendance.

Ministry of Forests Lands and Natural Resources (Marc Imus)

- News release came out regarding \$1 Million grant to support the Village.
- Economic Development Capacity at the Village is being discussed.

Ministry of Environment (Carrie Nugent)

- Staff supporting on hazardous waste removal
- Staff supporting on Villages rebuild/re-entry

Ministry of Health (Rochelle Shorter & Margaretha Lundh)

- Working on social supports coming to the Village as soon as the Centre is accessible, and the weather allows road use.
- Working group at Ministry of Health being formed to support immediate needs coming out of the communities.

Nicomen First Nation (Chief Norman D. Drynock, Councillor Clifford Walkem)

- Temporary bridge is completed.
- Highway 1 temporary bridge is close to being operational.

Siska Nation (Counsellor Patricia Munro)

- Highway 1 opening but will be essential traffic only.
- Inquiring about postal service and when residence and businesses should be getting their mail.

Kanaka Bar (Chief Michell)

- Restaurant/Café and Store are getting ready to reopen. AG store owner has been contacted to see if they are able to run the café and store.
- Study on walls and systems needed to revitalize Lytton. Study to be completed end of March 2022. 4 pilot homes will start to be constructed from the study to show people the options of rebuilding their homes back.

4. Action Items

Everyone

- Any communications to VoL, send to communication@lytton.ca

5. Next Meeting/Call:

January 21, 2022
10:00-12:00 p.m.

6.1 Correspondence from Member Patsy Gessey

Received via email on January 14, 2022 at 11:30a.m.

Hello Ian and Alison,

Regarding the Bylaw 750, after brief discussions with residents who lost homes in the Village it appears that there is a group who want to scrap the Building Bylaw 750 altogether (over 20 individuals at last count). Some folks want to proceed with a bylaw less unwieldy and more concise.

A number of points in the Bylaw are presented in such a way that it appears the ability to build back at all will be hampered by excessive permitting and oversight from professionals and contractors. 'There are a number of points that seem to rule out an owner builder from even attempting to proceed without an overwhelming amount of red tape', this is an example of sentiments that have been expressed to me by people who will need to rebuild whether insured or not insured.

For the minutes of Jan.19 CASC meeting, can we schedule a special meeting of the CASC to have an open discussion with Ron Dickenson with regard to the Bylaw 750 and some of the implications Bylaw 750 will present to homeowners wanting to rebuild?

This less formal meeting format may allow for a larger flow of discussion around the Bylaw 750 and its implications.

Thank you for considering this point.
Patsy Gessey