



**Village of Lytton
Council Meeting**

**Minutes - Wednesday January 12, 2022 at 7:00 pm
Conducted via Zoom**

Council Present: Mayor Polderman, Councillor Graie, Councillor Hay

Staff Present: Ron Mattiussi, Policy Group Liaison Advisor
Terry Hawes, Financial Officer
Alison Poste, Recovery Manager

Guests: Public

Regrets: Leslie Groulx, Acting CAO
Shannon Story, Corporate Recovery Lead

1 CALL TO ORDER @ 7:00pm

2 ADOPTION OF AGENDA

2.1 Agenda for the January 12, 2022 Regular Council Meeting

2.2 Introduction of Late Items

22-010 *Moved by Ian Hay, seconded by Lillian Graie*

THAT Council adopt the agenda for the January 12, 2022 Regular Council meeting as presented/amended.

CARRIED

3 DELEGATIONS

4 PUBLIC COMMENT

The public provided general comments in respect to the issues around debris removal and expressed frustration with pending Building Bylaw No, 750.

5 ADOPTION OF MINUTES

5.1 Minutes of the Special Council Meeting

Moved by Lillian Graie, seconded by Ian Hay

22-011 *THAT the minutes of the Special Council meeting held on January 5, 2022 be adopted as amended, amendment to resolution 22-005 as follows:*

THAT Council resolve to accept the Donations from St. Bartholomew's Health Care Auxiliary and agree to honor the conditions and take the **gaining** interest over to pay **for the term of** financial administration.

CARRIED

6 BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS

6.1 Business Arising from the Minutes

6.2 Unfinished Business

- a) Election Procedures Bylaw No. 708, 2022** (*Corporate Recovery Lead*)

Moved by Ian Hay, seconded by Lillian Graie

- 22-012** 1. **THAT** "Elections Procedures Bylaw No. 708, 2022" be introduced and be read a first time.

CARRIED

22-013

Moved by Lillian Graie, seconded by Ian Hay

2. **THAT** "Elections Procedures Bylaw No. 708, 2022" receive second and third reading.

CARRIED

- b) Building Bylaw Updates** (*Director of Development- Ron Dickinson*)

Mr. Dickinson provided an update noting that there have been no changes at present, he is completing his investigation with regards to options and costs to the development of regulations and strategies in the bylaw.

7 STAFF REPORTS

7.1 Chief Administrative Officer

- a) Recovery Plan Updates** (*January 1 to present*)

Alison Poste, Recovery Manager noted that she would be providing a full update on the status of the Short-Term Recovery Plan at the Town Hall meeting on January 13, 2022.

- b) Water and Sewer Fees and Charges Bylaw Amendment**

Moved by Ian Hay, seconded by Lillian Graie

- 22-014** **THAT** Council direct staff to prepare a bylaw amendment to Bylaw 696, 2018 Fees and Charges Bylaw specific to Schedule "D" Water Rates and Schedule "E" Sewer Rates; and

THAT the Bylaw reflect the increase to the water (4%) and sewer (2.5%) rates as outlined in the Staff Report (attached) presented on February 24, 2021.

CARRIED

7.2 Chief Financial Officer

None.

7.3 Corporate Officer

None.

7.4 Economic Development Officer

None.

7.5 Public Works

- a) Archeological Alteration Permit – Ron Dickinson, Director of Planning
A discussion ensued in regards to what the process would look like if one entity is the permittee.

22-015

Moved by Lillian Graie, seconded by Ian Hay

THAT Council direct staff to investigate the advantages and implications of the Village of Lytton holding the Archeological Branch Site Alteration Permit required to preserve archeological material during the demolition, site remediation and rebuilding in the State of Local Emergency Area in Lytton.

CARRIED

7.6 Fire/Rescue

None.

8 Bylaws, Policies and Resolutions

8.1 Election Procedures Bylaw No. 708, 2022

(Earlier in agenda)

9 Correspondence

9.1 Incoming Correspondence for Action

- 1) 2021-12-16 – Northern Development – 2021 Economic Capacity Building Project Funding

22-016

Moved by Lillian Graie, seconded by Ian Hay

THAT Council accept the funding provided by North Development Trust Initiative (\$50,000-2021) and direct staff to complete the recruitment process to hire an Economic Development Officer, to include a job description, scope of work and expected deliverables in relation to implementing an economic capacity building strategy for 2022.

CARRIED

9.2 Incoming Correspondence for Information

- 2) 2022-01-03 – Kanaka Bar Indian Band “Reaching Our Potential” Entrepreneurship Program Invitation
(Invitation to added on the Village of Lytton Website)
Mayor Polderman asked that staff have the invitation added to the Village website.

10 Reports from Mayor and Councillors

10.1 Mayor Polderman

- "Hell or High Water" fundraiser is being planned – Lytton will be included, the organizer is looking for personal stories to include in advertisement
- A communication strategy is being considered – staff is to work with Lytton Net

- A builder has approached the Mayor and has asked to present to Council

22-017

Moved by Lillian Graie, seconded by Ian Hay

THAT Council invite said builder to the next Council meeting to appear as a delegation.

CARRIED

- Fraser Basin Council should be signing an agreement shortly with the Province to complete the medium to long term recovery plan
- The lease agreement for the Aspen Planer mill site should be forth coming for ratification by Council
- Looking for a community volunteer to participate in the Health Planning Table with Interior Health.

10.2 Councillor Hay

- Lots of contact with residents over the last few weeks, and he has provided support to citizens where needed.

10.3 Councillor Graie

- Asked that the Integrated Design Plan concept be reintroduced, requested that Council provide a Letter of Intent and or direct award to get the integrated planning process going.

22-018

Moved by Ian Hay, seconded by Lillian Graie

THAT staff be directed to investigate the costs, logistics and what staff time is needed to bring in the Integrated Design Plan team, with a report back to Council at the February 9, 2022 Council meeting.

CARRIED

11 REPORTS FROM COMMITTEES OF COUNCIL AND COMMISSIONS

11.1 Citizens' Advisory Committee

a) January 5, 2022 Meeting Report

Chair Hay provided an overview of the activities that have taken place at both the December 15, 2021 and the January 5, 2022 Citizens Advisory Select Committee. As part of this update Chair Hay reviewed the committees structure in relation to the Community Charter, the Council Procedures Bylaw and Roberts Rules of Order.

Building Bylaw Amendments – an overview of the reasoning behind the recommendations put forth by the CASC was given. Chair Hay asked that Council take into consideration the three recommendations, noting that Council asked that the CASC investigate the use of Fire Retardant materials be included in the bylaw.

22-019 *Moved by Mayor Polderman, seconded by Lillian Graie*
THAT Council enact s. 29 of the Council Procedures Bylaw 692, that the matter be referred back to the Citizens Advisory Select Committee and be brought forth for consideration before second reading of Building Bylaw No. 750. **CARRIED**

22-020 *Moved by Mayor Polderman, seconded by Lillian Graie*
THAT the inclusion of Fire Retardant materials in Building Bylaw 750 be referred back to the Citizens Advisory Select Committee. **CARRIED**

11.2 Leadership and Policy for Recovery Select Committee

22-021 *Moved by Lillian Graie, seconded by Ian Hay*
THAT the Leadership and Policy Recovery Committee be put in abeyance until such time that Council deems it necessary to reactive the committee. **CARRIED**

12 New Business

13 Calendar of Events/Outstanding Items List

- a) Citizens' Advisory Committee Meeting January 19, 2022

14 Closed Meeting

- a) Items to be Released from Closed Session

- b) Closed Session

22-022 *Moved by Ian Hay at 8:05 pm.*
THAT Council close the meeting to the public to discuss matters related to Community Charter under the following sections:

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality
- 90(1)(c) labour relations or other employee relations;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both or between a provincial government or the federal government or both and a third party;

CARRIED

15 Adjournment

15.1 Adjournment of the January 12, 2022 Regular Council Meeting

Moved by Ian Hay

22-023 *THAT the January 12, 2022 Regular Council Meeting be adjourned at 9:15 pm.*

CARRIED

Jan Polderman, Mayor

Leslie Groulx CAO/Corporate Officer