



**Village of Lytton
Council Meeting
Minutes - Wednesday February 23, 2022 at 7:00 pm
Conducted via Zoom**

1	CALL TO ORDER		
	Mayor Polderman called the meeting to order at 7:00pm.		
2	ADOPTION OF AGENDA		
	2.1	Agenda for the February 23, 2022 Regular Council Meeting	
	2.2	Introduction of Late Items	
	22-056	<i>Moved by Councillor Hay, Seconded by Councillor Graie THAT Council adopt the agenda for the February 9, 2022 Regular Council meeting as presented.</i>	CARRIED
3	DELEGATIONS		
	3.1	<i>n/a</i>	
4	PUBLIC COMMENT		
	<i>The public provided their comments on agenda items:</i>		
		<ul style="list-style-type: none">• <i>Two public commented on agenda items of interest. Of note was if a planning process was to take place how would that look.</i>	
5	ADOPTION OF MINUTES		
	5.1	Minutes of the Regular Council Meeting	
	22-057	<i>Moved by Councillor Hay, Seconded by Councillor Graie THAT the minutes of the Regular Council Meeting held on Wednesday January 26, 2022, be adopted as amended with corrections to 5.1, 8.1 and 8.3 add Carried, and under 10.1 change dollar amount to \$2.1 from \$1.2mil.</i>	CARRIED
	5.2	Minutes of the Special Council Meeting – February 15, 2022	
	22-058	<i>Moved by Councillor Graie, seconded by Councillor Hay THAT the minutes of the Special Council meeting held on February 15, 2022 be adopted as presented.</i>	CARRIED
6	BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS		
	6.1	Business Arising from the Minutes	
	22-059	a) BC Hydro Infrastructure Restoration <i>Moved by Councillor Hay seconded by Councillor Graie THAT Council direct staff to correspond with BC Hydro to rebuild overhead "like-to-like" distribution system at no cost</i>	

		<i>to the Village of Lytton and its residents.</i>	CARRIED
	6.2 22-060	Unfinished Business a) Integrated Design Planning <i>Moved by Councillor Graie, seconded by Council Hay</i> THAT staff be directed to post the Integrated Design Process Guide on the Village of Lytton website for village residents who are interested in participating in the process to contact the Village by email.	CARRIED
7	STAFF REPORTS		
	7.1	Chief Administrative Officer	
		<p>a) Recovery Plan Updates (January 26 to February 9)</p> <p>Project Manager James Heigh and CAO Groulx provided a verbal report to Council regarding:</p> <ul style="list-style-type: none"> - <u>Safe Return/Re-entry</u> – contractors has been engaged to start the debris removal process for 5 of the municipal properties, staff is working to coordinate with insurers - Temp Fire Hall – working directly with BC Wildfire Service for temporary fire department location - <u>Emergency & Temporary Housing</u> – funding has been received for a Housing Project Manager, a proponent has been chosen and will be appointed by Council at next meeting; staff is developing a business case with EMBC for interim housing, essential worker housing and medium to long term housing options - <u>Financial & In-Kind Support</u> – CFO is tracking the in-kind and cash donations; Unmet Needs Committee – call for volunteers closed on Feb 18 – a report will go to Council; Citizens Advisory Select Committee – TOR to be adopted - <u>Essential Services</u> – DSP, United Way, Community Futures, Red Cross are now setup at Resiliency Centre with hours posted; Food Security – working with NNTC re: relief centre amalgamation - <u>Local Government</u> – Bylaw regulations – Draft Building Bylaw 710 & 711 have received 1st reading, in process of accepting public information until March 4, planning for 2nd and 3rd reading on March 9th ; Village office lease is pending for a location - <u>Staffing</u> – MUNI Grant of \$6.2mil will support staffing positions as follows – Communication, Administration, Finance and Building Permit processing support and Housing Project Manager. - <u>Critical Infrastructure</u> – Testing, Assessments and restoration of of sewer and water are required, watershed assessment is required. 	

	7.2	Chief Financial Officer	
	22-061	<p>a) Purchase of 20' Sea-Can – Fire Department</p> <p><i>Moved by Councillor Hay, seconded by Councillor Graie</i> THAT Council resolves to purchase a 20' Sea-Can as identified in the Short-Term Recovery Plan with a net cost not to exceed \$10,000 (including GST) and that this cost will be funded from Restricted Donations.</p>	CARRIED
	22-062	<p>b) 2022 – 2026 Five Year Financial Plan Timeline</p> <p><i>CFO Hawes provided an update on the next steps to developing the Five Year Financial Plan – there is a Public Open House set for March 31st, online.</i></p>	
	7.3	Corporate Officer	
	22-063	<p>a) Election in Special Circumstances (COVID-19) Regulation- B.C. Reg 218/2021</p> <p><i>Moved by Councillor Graie, seconded by Councillor Hay</i></p> <p>THAT pursuant to the authority granted by B.C. Regulation 218/2021 Council resolves:</p> <p><i>(a) with respect to sections 125 (1) (b), 125(1)(c), and 125(2)(a) of the Local Government Act an election official may direct a person to either:</i></p> <p><i>(i) provide a written declaration of the facts set out in sections 125(1)(b), 125(1)(c), or 125(2)(a) respectively; or,</i></p> <p><i>(ii) make an oral declaration of the facts set out in section 125(1)(b), 125(1)(c), or 125(2)(a) respectively.</i></p> <p><i>(b) where the election official determines that a person may make an oral declaration as set out in subsection (a)(ii) of this resolution, the election official shall make a record that the person made an oral declaration and of the facts declared.</i></p>	CARRIED
	7.4	Economic Development Officer	
	7.5	Public Works	
	7.6	Fire/Rescue	
8	BYLAWS, POLICIES AND RESOLUTIONS		

	<p>8.1</p> <p>22-064</p> <p>22-065</p>	<p>a) Council Remuneration Bylaw 709, 2022</p> <p><i>Move by Councillor Graie, seconded by Councillor Hay</i> THAT Village of Lytton “Council Remuneration Bylaw No. 709, 2022” be introduced and be read a first, second and third time.</p> <p>b) Revenue Anticipation Borrowing Bylaw 712, 2022</p> <p><i>Moved by Councillor Hay, seconded by Councillor Graie</i> THAT Village of Lytton “Revenue Anticipation Borrowing Bylaw 712, 2022” be adopted.</p>	<p>CARRIED</p> <p>CARRIED</p>
9	CORRESPONDENCE		
	9.1	Correspondence for Action	
	<p>22-066</p> <p>22-067</p> <p>22-068</p>	<p>a) 2022-.01-24 Raising Money for Lytton, Michael Beny</p> <p><i>Moved by Councillor Hay, seconded by Councillor Graie</i> THAT staff review potential liability risks to the Village entering into a contract with Mike Beny, a local artist whereby he would have access to the use of the Village of Lytton name and logo to support the sale of Mr. Beny’s forest fire painting as a fund raiser with 50% of sale price being donated back to the Village.</p> <p>b) 2022-02-01 Quebec Bill 21 City of Victoria</p> <p><i>Moved by Councillor Hay, seconded by Councillor Graie</i> To receive and file correspondence from the City of Victoria re: Quebec Bill 21.</p> <p>c) 2022-01-12 Investing in Canada–Clean BC Community Fund</p> <p><i>Moved by Councillor Graie, seconded by Councillor Hay</i> THAT Staff be directed to forward this grant opportunity to Grant Match BC to research what needs of the Village would fit this grant program for submission and bring back a report to Council.</p> <p>d) 2022-02-12 Bishop Jane Alexander, Parish Hall Introduction to new Bishop and request for re-entry</p> <p><i>There are still concerns with safety with regards to asbestos and in a couple weeks with area will be an active work zone while debris removal starts to take place. It was determined that staff is to correspond with the Parish Hall Bishop in this regard.</i></p>	<p>CARRIED</p> <p>CARRIED</p> <p>CARRIED</p>
	9.2	Correspondence for Information	
		a) Incoming for Information	

	22-069	<p>1) 2022-02-17 BC Launches New Economic Plan for a Strong BC</p> <p><i>Moved by Councillor Hay, seconded by Councillor Graie</i> THAT Council receive for information correspondence items 9.2(a) 1 of the February 23, 2022 Regular Council meeting.</p>	CARRIED
10	REPORTS FROM MAYOR AND COUNCILLORS		
	10.1	<p>Mayor Polderman</p> <ul style="list-style-type: none"> - This past two weeks have been busy with corresponding to residents and contractors with regards to the rebuild - Discussions with BC Hydro and Fraser Basin Council 	
	10.3	<p>Councillor Hay</p> <ul style="list-style-type: none"> - Catching up with review of upcoming Bylaws - Corresponding with visitors regarding the rebuild 	
	10.4	<p>Councillor Graie</p> <ul style="list-style-type: none"> - Asked that staff look into the BC government newly release Economic Plan and housing may fit 	
11	REPORTS FROM COMMITTEES OF COUNCIL AND COMMISSIONS		
	22-070	<p>11.1 Citizens' Advisory Committee</p> <p>a) 2022-02-02 Citizens' Advisory Minutes</p> <p><i>Moved by Councillor Hay, Seconded by Councillor Graie</i> THAT the minutes of the February 2, 2022 meeting of the Citizens' Advisory Select Committee be received and filed.</p> <p>b) February 16, 2022 meeting report – the Committee reviewed final submission for the Terms of Reference</p> <p>c) Recommendation for Council to adopt the Terms of Reference as presented was not moved forward</p>	CARRIED
12	NEW BUSINESS		
13	CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST		
		<p>a) Citizens' Advisory Select Committee – March 2, 2022 – 4:00 p.m.</p> <p>b) Regular Council Meeting – March 9, 2022 – 7:00 p.m.</p> <p>c) Town Hall Meeting – February 24, 2022 – 7:00 p.m.</p>	
14	CLOSED MEETING		
		<p>a) Items to be Released from Closed Session</p> <p>22-022C (February 9, 2022) <i>Moved by Councillor Hay, Seconded by Councillor Graie</i> THAT Council authorize Staff to accept the ICBC settlement offers</p>	

	<p>of; 2009 Dodge – payout \$50,000 less \$300 deductible = \$49,700.00 2017 Ford – Payout 37,814.64 less \$300 deductible = \$37,514.64; and</p> <p>THAT staff be directed to obtain quotes to replace the destroyed vehicles, with a report back to Council seeking authorization in advance to purchase the replacement vehicles and attached equipment. CARRIED</p> <p>22-028C (February 15, 2022)</p> <p>Moved by Councillor Hay seconded by Councillor Graie THAT Council authorize the Villager of Lytton to enter into a Memorandum of Understanding for Information Sharing with the Lytton First Nation; and THAT Mayor Polderman is authorized to sign the Memorandum of Understanding. CARRIED</p>	
	<p>b) Closed Session</p> <p>Moved by Councillor Hay, Seconded by Councillor Graie THAT Council close the meeting to the public to discuss matters related to Community Charter Sections:</p> <ul style="list-style-type: none"> - 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)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; - 90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting; 	CARRIED
15	ADJOURNMENT	
	<p>15.1 22- 071</p> <p>Adjournment of the February 23, 2022 Regular Council Meeting Moved by Councillor Graie THAT the February 23, 2022 Regular Council Meeting be adjourned at 9:15 p.m.</p>	CARRIED

Jan Polderman

Mayor

Leslie Groulx

A/CAO – Corporate Officer