



## Village of Lytton

**AGENDA**  
**Regular Council Meeting**  
**Council Chamber, 380 Main Street, Lytton, BC**  
**7:00 pm, Monday, May 25, 2015**

**1) CALL TO ORDER**

**2) ADDITION OF LATE ITEMS**

**3) ADOPTION OF AGENDA**

Moved, seconded by Councillors \_\_\_\_\_ that the agenda be adopted as presented or as amended.

**4) ADOPTION OF MINUTES**

(a) Minutes of the Regular Meeting of May 11, 2015

Moved, seconded by Councillors \_\_\_\_\_ that the Minutes of the Regular Meeting of May 11, 2015 be adopted as presented or as amended.

**5) DELEGATIONS**

**Coal Alliance**  
Mark Gordienko, President of ILWU Canada

**6) PUBLIC PARTICIPATION PERIOD**

**7) ADMINISTRATIVE MATTERS**

(a) Lonny Miller, Interim Chief Administrative Officer  
CAO Monthly Report

**8) CORRESPONDENCE FOR INFORMATION**

(a) Correspondence Log

(b) Ministry of Agriculture - Regulatory Amendments Affecting the Production of Medical Marijuana on Agricultural Land Reserve

(c) Gold Country Community Society DRAFT Annual General Meeting Minutes.  
Wednesday May 6, 2015.

- (d) Gold Country Community Society DRAFT Regular Meeting Minutes. Wednesday May 6, 2015.
- (e) Gold Country Communities Society - \$250.00 Funding request for 3rd Annual Geocaching Event, Cache for Gold.

**Moved, seconded** by Councillors \_\_\_\_\_ that Correspondence 8 (a) to \_\_\_\_\_ be received for information and filed.

**9) BYLAWS/POLICY**

- (a) 320 Main Street Rezoning. CAO report & application recommendation
- (b) Bylaw 673, 2015 Official Community Plan amendment for second reading

**Moved, second** by Councillors \_\_\_\_\_ that Bylaw 673, 2015, Official Community Plan be read the first and second time

- (c) Bylaw 674, 2015 Zoning Bylaw Amendment for second reading

**Moved, second** by Councillors \_\_\_\_\_ that Bylaw 674, 2015 Zoning Bylaw Amendment be read a first and second time.

**10) COUNCIL REPORTS**

- (a) Mayor Jessa Lightfoot
- (b) Councillor Rob Austen
- (c) Councillor Tiffany Haugen
- (d) Councillor Ian Hay
- (e) Councillor Jan Polderman

**Moved, seconded** by Councillors \_\_\_\_\_ that Council reports be received for information.

**11) NEW BUSINESS**

- (a) Peigi Wilson, Program Manager - FCM CIPP Workshop June 11, 2015. In Kamloops.

**Moved, seconded** by Councillors \_\_\_\_\_ that all of Council be authorized to attend the FCM CIPP one day workshop in Kamloops on June 11, 2015. And that all travel expenses be paid as per the current travel expense policy

**12) UNFINISHED BUSINESS/BUSINESS ARISING**

**13) IN-CAMERA MEETING**

**Moved, seconded** by Councillors \_\_\_\_\_ 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 \_\_\_ pm.

**14) ITEMS BROUGHT FORWARD FROM IN-CAMERA**

**Moved, seconded** by Councillors \_\_\_\_\_ that Council move back into the Regular Meeting at \_\_\_\_\_ pm, and that the following items be brought forward from In-Camera.

**15) QUESTION PERIOD**

**16) ADJOURNMENT**

**Moved** by Councillor \_\_\_\_\_ that the meeting adjourn at \_\_\_\_\_ pm



## Village of Lytton

**Minutes of the Regular Council Meeting  
Held in the Council Chamber  
380 Main Street, Lytton, BC  
May 11, 2015**

**PRESENT:** Mayor Jessoa Lightfoot  
Councillor Ian Hay  
Councillor Tiffany Haugen  
Councillor Jan Polderman  
Councillor Rob Austen

**STAFF:** Interim Chief Administrative Officer Lonny Miller  
Administrative Clerk, Annette Turley  
Public Works Lead-hand Owen Collings

**DELEGATIONS:** None

**PUBLIC:** Gordon Murray, Lytton Block Party and Lytton Farmers Market  
arrived at 7:10 p.m.

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

### **2) ADDITION OF LATE ITEMS**

- Letter from Georgia Lesley re Wildfires – add as Item 8.e.
- Council Procedure Bylaw – add as item 11.b
- Hiring of Chief Financial Officer – add as item 11.c
- Ashcroft Journal Congratulation to 2015 graduates – add as item 11.d

### **3) ADOPTION OF AGENDA**

**Moved, seconded** by Councillors Haugen/Hay that the agenda be adopted as amended.

**Carried**

### **4) ADOPTION OF MINUTES**

(a) Minutes of the Regular Meeting of April 27, 2015

**Moved, seconded** by Councillors Haugen/Hay that the minutes of April 27th , 2015 Regular meeting be adopted as amended on page 2 Item 6, to correct the spelling of Irene Sheer to Irene Steer.

**Carried**

**5) DELEGATIONS**

No Delegations

**6) PUBLIC PARTICIPATION PERIOD**

Gordon Murray from the Farmers Market & Block Party asked to borrow the Village's canopies for the block party this Friday, May 15 thru to Tuesday May 19<sup>th</sup>. The Farmers Market will assume full responsibility for any damages, set up and take down.

**Moved, seconded** by Councillors Austen/Haugen to lend the canopies to the Farmers Market under Mr. Murray's conditions.

**Carried**

Mayor Lightfoot suggested a sign out sheet for further usage be made.

Mr. Murray left the meeting at 7:24 p.m.

**7) ADMINISTRATIVE MATTERS**

**(a) Public Works Monthly Report**

The Water Tanker has not passed Annual Inspection due to the condition of the tires and the parking brake. The estimated cost for two tires is \$1200.00 and repair to the parking brake is unknown. The unit also needs a few small in house fixes that can be taken care of. Public Works received another \$3,400 quote from Baxter Mechanical to repair the one ton truck. CAO Miller would like to bring a staff report to Council regarding the condition of the fleet in more detail to a future meeting.

Mr. Collings advised that Matt Stolts from Neptune came on April 14th at no cost to the Village and calibrated the water meter recorder and everything seems to be working. Mr. Collings further suggested taking readings once a month for now and possibly twice a month once usage increases. The intention would be to discover problem areas and high consumption users. He noted that the highest consumption so far this year was the other day for 270,000 gallons/day.

Mr. Collings left the meeting at 7:17pm

(b) Lytton Fire Department March 2015 Report

PEP Claims have been increased from \$125.00 a call out to \$315.00 a call out. A batch of updated claims from last year have been sent out today and \$4,700.00 will be received once they are processed by PEP.

- c) Lytton Museum General Meeting April 28, 2015 Agenda
- d) Lytton Museum General Meeting March 31, 2015 Minutes
- e) Lytton Museum March 31, 2015 Financial Statement

**Moved, seconded** by Councillors Austen/Hays that the Administrative matters be received for information

**Carried**

**8) CORRESPONDENCE FOR INFORMATION**

- a) Miscellaneous Correspondence received by the Village - Re Incoming Mail
- b) TNRD April 28, 2015 Proposed Bio Solids Bylaw
- c) Ministry of Transport April 28, 2015 Canada Post Five Point Action Plan
- d) Communities in Bloom - CN EcoConnexions Grant Deferral An extension until 2016 has been provided. We need to get prepared for next year.
- e) Georgia Lesley Letter – Wildfire issues  
Mayor Lightfoot spoke with Sgt. King on Friday in regards to this matter. Mayor Lightfoot encouraged him and his members to monitor this area for vagrants.

**Moved, seconded** by Councillors Austen/Polderman that staff send a letter to Georgia Lesley stating that Council shares her concerns and have asked the RCMP to increase their patrols in the said area.

**Carried**

**Moved, Second** by Councillors Austen/Hays that Correspondence be received for information and filed.

**Carried**

**9) BYLAWS/POLICY** none

**10) COUNCIL REPORTS**

(a) Mayor Jessoa Lightfoot reported:

- April 28<sup>th</sup> – copied Village newsletter and distributed throughout the community.
- April 30<sup>th</sup> - received a call back from Mark Strahl's office. Jeremy advised that Mr. Strahl is supporting our application. The announcement of successful applicants should be made in August.
- A bear made its visit know to several residents in the downtown core. Conservation Officer Butcher was contacted.

- May 1<sup>st</sup> - the negotiating committee met to review requests and discuss Village issues
- May 3<sup>rd</sup> – picked up plants from Desert Hills for the Village volunteer planters.
- May 4<sup>th</sup> – Met with CUPE and exchanged positions.
- Received a message from Bernie Esson, IHA local coordinator. She informed me that there were still some positions to be filled and wondered if we wanted to wait till they were assigned or if we would like to proceed sooner. I suggested that sooner would be better and we discussed a community meeting sometime in June, the format and agenda to be determined. She said she would email possible IHA participants and dates. Had the second May Day meeting to further organize events. It was well attended and it seems like a full weekend of activities can be expected.
- May 7<sup>th</sup> – Council met to review CAO applications and to shortlist. A preliminary budget draft was distributed for study and comment.
- Photocopied the May Day brochure and began distribution.
- LVFD was called out to a fire on the trail (below the highway) between town and IR 17.
- May 8<sup>th</sup> – Sgt King stopped in the office and we had a brief discussion about the town bear – the RCMP are aware and had talked with conservation. We also talked about the two fires on the trail from downtown to IR 17.
- May 10<sup>th</sup> – A small group of volunteers planted and watered the Village planters and the garden in Caboose Park. Thank you to all that helped.
- Other – The Farmers Market has requested that they be allowed to use the Village canopies for the Friday night Block party.

(b) Councillor Rob Austen

Enquired about the letter to RCMP on patrolling. CAO Miller clarified that the letter was sent and he spoke with RCMP about patrolling.

(c) Councillor Tiffany Haugen

- Apologized for missing museum meeting.
- Attended Hospital Auxiliary meeting.
- Will be attending the Auxiliary strawberry tea this coming Wednesday 7-9pm

(d) Councillor Ian Hay

- Missed Gold Country's Annual meeting.
- Attended a CUPE Negotiations Meeting.

- Hiring committee is at four people for CAO position. Two interviews are scheduled for tomorrow evening 4pm & 7pm.
- Asked if a letter has been sent out to LFN on water commission. He would like them (Jim Brown) to be invited to any future meetings.
- Wanted to know when is UBCM going to be discussed. CAO Miller clarified that invites from the various Ministries should be sent out in July and it can be discussed then.

f) Councillor Jan Polderman

- Attended the hiring committee meeting.

**Moved, seconded** by Councillors Austen/Hays that all Council reports be received for information.

**Carried**

## 11) NEW BUSINESS

### a) Interim CAO Miller - 2015 CWPP - Application to UBCM

Councilor Jan Polderman declared a potential conflict of interest and left the meeting at 8:09pm.

Councilor Hay would like the grant writer to brief council on this matter. Mayor Lightfoot has concerns about how it's going to be managed and would like council to come up with a solution in the fall if UBCM approves the Village's application.

**Moved, Second** by Councillors Hay/Polderman that Council supports the continued Community Wildfire Protection Program (CWPP) and instructs Staff to make an application to UBCM, Strategic Wildfire Prevention Initiative for 18.2 ha. of pruning, thinning including falling, debris management, and other sundry works for the 2015/2016 winter season.

**Carried**

Councilor Jan Polderman returned to the meeting at 8:14pm

### b) Council Procedure Bylaw 569

Councilor Polderman would like to have this bylaw reviewed and updated. Also he would like the 2<sup>nd</sup> Edition, 1988 copy of the Roberts Rules as stipulated in the bylaw to be available in the office. Mayor Lightfoot appointed Councilors Polderman/Haugen to a new committee to research and bring an updated bylaw to Council for discussion.

### c) Chief Financial Officer Hiring

Council discussed the applications and would like the CAO to be responsible for hiring CFO. It was agreed to wait a week and see how CAO interviews proceed.



**Moved, Second** by Councillors Hay/Polderman that the new CAO be directed to review the applications and hire the new CFO.

**Carried**  
Opposed Mayor Lightfoot.

**12) UNFINISHED BUSINESS**

none

**13) IN-CAMERA MEETING**

**Moved, seconded** by Councillors Austen/Hay 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 8:47 pm.

**Carried**

**14) ITEMS BROUGHT FORWARD FROM IN-CAMERA**

**Moved, seconded** by Councillors Austen/Hay that Council move back into the Regular Meeting at 9:06 pm, and that the following three motions be brought forward from In-Camera:

*February 23, 2015*

**Moved, seconded** by Hay/Polderman that Chief Financial Officer Enid Keir be suspended with pay as of midnight, February 23, 2015 pending a hearing to give her an opportunity to be heard by Council on March 11, 2015, prior to its consideration of a Resolution to terminate her employment with cause, and that the Mayor and Chief Administrative Officer be authorized to release a letter with this information to the Chief Financial Officer as soon as possible.

**Carried**

*March 9, 2015*

**Moved, seconded** by Councillors Hay / Austen that a settlement offer be made to Enid Keir in the amount of \$18,000. all in, and that this offer remain on the table until noon on March 11, 2015 and, if not accepted by that time, the offer be withdrawn.

**Carried**

**Moved, seconded** by Mayor Lightfoot / Councillor Polderman that following the settlement Council offer to Enid Keir of \$18,000. if a counter offer is received, that the Mayor and Interim CAO be authorized to make an offer of up to \$25,000. all in, and that this offer remain on the table until noon on March 11, 2015 and, if not accepted by that time, the offer be withdrawn.

**Carried**

*Councillor Hay voted in opposition*

**Carried**  
Mayor Lightfoot and Councillor Haugen Opposed

**15) QUESTION PERIOD**

**16) ADJOURNMENT**

**Moved** by Councillor Austen that the meeting adjourn at 9:06 pm

**Carried**

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Mayor Jessoa Lightfoot

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Interim Corporate Officer, Lonny Miller

## Lonny Miller

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**From:** Mike LoVecchio [Mike\_LoVecchio@cpr.ca]  
**Sent:** May-21-15 10:18 AM  
**To:** cao@lytton.ca  
**Cc:** Nicola Lambrechts  
**Subject:** FW: Coal Alliance LYTTON  
**Attachments:** CP - Phase 1 - Sicamous - May 2015.pptx

Hi Lonnie, thanks again for taking my call yesterday. As discussed, I am sorry I cannot attend Lytton Council on Monday evening – unfortunately a competing commitment has interfered.

I would be happy to address any questions from Council concerning railroad operations. I would also welcome the opportunity to specifically discuss the movement of dangerous goods, either in open Council or in a workshop format. I have made similar presentations to 65 councils across western Canada in the past year, including both the Yale FN and Ashcroft in your general area. I think a basic understanding of railroad operations is helpful to Councilors, who I recognize to get many questions from residents. I have attached a recent presentation for your reference.

Please feel free to contact me anytime. My contact information is appended, below.

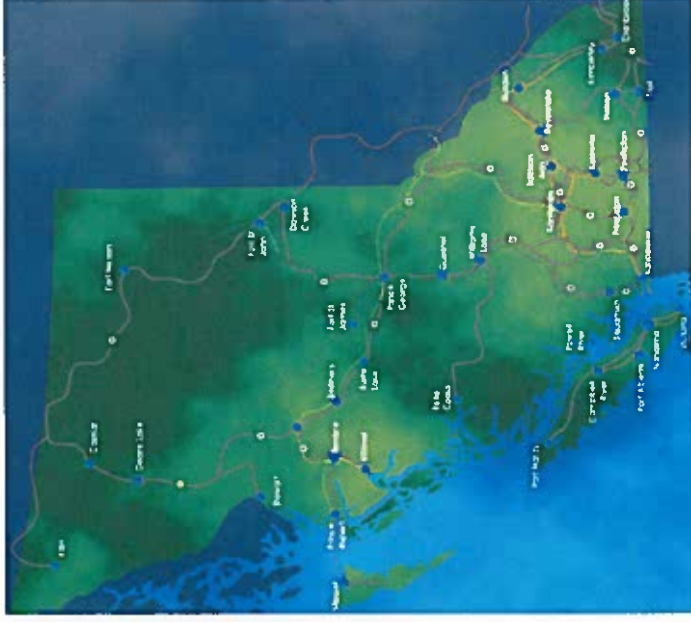
Sincerely,  
Mike.

Mike LoVecchio  
Director Government Affairs  
Canadian Pacific  
General Yard Office  
1670 Lougheed Highway  
Port Coquitlam BC V3B 5C8  
778 772-9636

# Coal Alliance Briefing

COALALLIANCE

# Coal Alliance



- An industry group made up of terminals, railways, mines and industry associations focused on ensuring British Columbians have the facts about coal
- Members include: Teck, Neptune Terminals, Westshore Terminals, Fraser Surrey Docks, BNSF, CN, CP, Coal Association of Canada and Mining Association of BC
- Working closely with organized labour and others who support the mining and shipping of coal in British Columbia

## **BC's coal industry: a key provincial economic driver**

Safely and responsibly transporting coal from mine site to terminal for decades

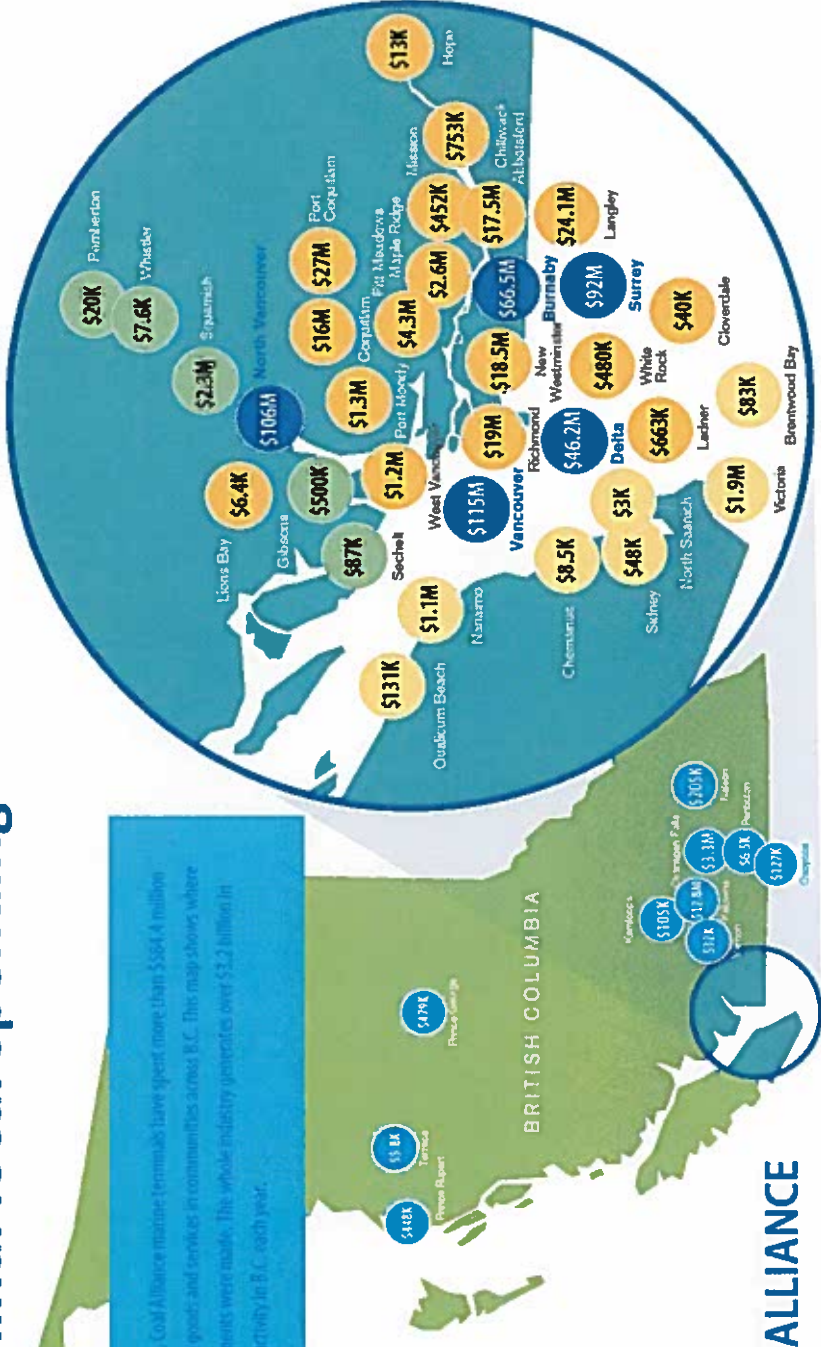
- 26,000 people directly and indirectly employed by the industry
- \$95,000 average industry annual wage – 2x the BC average
- \$3.2 billion in economic activity
- \$715 million in tax revenues to all levels of government

A single coal train moving through BC can represent:

- More than 14 jobs
- \$3.1 million in local economic activity
- Enough revenue to pay for 33 hip surgeries, eight grade school teachers, or provide a patient with 24-hour doctor's care for 50 days

# Coal terminal local spending

Since 2009, Coal Alliance marine terminals have spent more than \$584.4 million procuring goods and services in communities across B.C. This map shows where the investments were made. The whole industry generates over \$3.2 billion in economic activity in B.C. each year.



## Health & Safety is a priority

- Over more than 40 years of transporting coal through BC and Metro Vancouver, there has been no evidence of negative health impacts
- Terminals, railways and mines use the best available proven technology for dust suppression systems
  - Coal is profiled in the rail cars and sprayed with an environmentally safe coating to create a crust over the coal
  - Rail cars are then re-sprayed en route from mine to terminal
  - Empty rail cars leaving terminals are also sprayed with coating
  - Trains move at lower speeds through metropolitan areas
  - Community air quality monitoring ensures standards are met



# Coal: Health facts



**Coal is safe, inert and has been transported safely for more than 40 years.**

**The international Agency for Research on Cancer does not include coal dust on its list of carcinogenic agents harmful to humans.**

In Montana, a review of a 2012 Missoula City-County Health Department coal dust study confirmed it is unlikely that coal dust emissions generated by the transportation of coal by railway will have health impacts on the public.



COAL IS NOT CLASSIFIED AS A HAZARDOUS MATERIAL BY TRANSPORT CANADA



YOU CAN HANDLE COAL WITH BARE HANDS - PROTECTIVE EQUIPMENT IS NOT REQUIRED BY EMPLOYEE HANDLING THE PRODUCT



WE WORK HARD TO MEET OR EXCEED STANDARDS SET TO KEEP WORKERS AND COMMUNITIES SAFE

In 2013, Delta conducted monitoring to investigate the presence of coal dust in the community. Results showed that there was limited coal dust, even in the driest month on record.

In March 2014, the Northwest Clean Air Agency - which enforces government clean air standards in the U.S. Pacific Northwest - released a study which indicated that after a year's worth of monitoring, coal dust is simply not a cause for concern.



## **Safely transporting coal: video**

## Summary

- British Columbia has a long, proud history of coal mining dating back over 100 years
- Coal is an essential ingredient for modern life and critical to raising global standards of living
- The Coal industry employs over 26,000 British Columbians and is a major contributor to our economy
- Companies engaged in the industry are committed to maintaining sustainable operations for the long term

**Thank you !**  
**Questions ?**

**COALALLIANCE**



# VILLAGE OF LYTTON REGULAR COUNCIL MEETING APRIL 27, 2015

**TO:** Mayor and Council  
**FROM:** Lonny Miller, Interim Chief Administrative Officer  
**DATE:** May 25, 2015  
**SUBJECT:** CAO Monthly Report  
**PURPOSE:** To provide Council with an update on various duties/issues.

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## **RECOMMENDATION**

**THAT** the CAO May 25, 2015 Monthly report be received for information:  
**AND THAT** Council set dates for a budget review and public input:

### **1. LAND USE ISSUES**

#### **a. Steel cargo storage trailers**

I have met with the property owner who requested authority to set up a steel cargo storage trailer and he has provided me with a hand sketch of a site plan. I will prepare a report for Council for next meeting with a recommendation.

#### **b. Legion Renovations**

The Legion is moving forward with renovations and has submitted an application to the TNRD Building Inspector. I have received a copy and will review the Land Use Regulations to insure the project conforms to the Zoning Bylaw. The Building Inspector will be in town Friday May 29.

### **2. FINANCE**

#### **a. 2015 Operating Budget**

The draft operating budget is ready for one more quick review with Council and a Public Meeting must then be held to allow for public input or comment. Staff recommends that Council specify a date and time the week of May 25 for its review/comment/input and confirm a subsequent date for the Public input possibly just prior to the June 8<sup>th</sup> Regular Meeting. Staff will make the amendments/additions and prepare a five year financial plan bylaw for three readings at the June 8 Regular meeting with a special open meeting at least 24 hour subsequent, to provide final adoption.

**b. 2014 Annual Report**

The 2014 Annual Report is due June 30, 2015 and staff has commenced compiling a draft for Council discussion. As the majority of Council are new this term and we have not yet had the opportunity to set Goals and Objectives Staff recommends that the Annual report include comments from each member of Council on what their individual goals are for Council. We could include an individual photograph of each member of Council with their comments.

Staff will prepare a report on the 2014 Goals as set by the previous Council and the results as at year end. The Auditors will provide us with the Financial Statements for the year to complete the Annual Report.

**c. Outstanding Grants and reporting**

Staff will be focussing on the outstanding grants the week of May 25 as they are an integral part of the 2014 year end results. We have made progress on locating all the information on most of the grants over the past two weeks.

**3. OFFICE ADMINISTRATION**

- a. **Pool Staff** – We have hired Jasmine Baxter as the Pool Supervisor as of May 18. Robert Bolan who will start May 25 and work with Public Works to prepare and commission the pool. Patshi Pimms and Lloyd McKay will be joining as junior pool staff starting June 15 when the pool will be open to public.

Jasmine is the only employee with National Life Services (NLS) qualifications which means that she will need to be the life guard whenever the pool is occupied. We are looking into getting some of the junior staff certified and will also be posting another ad and circulating the opportunity to High Schools, recreation facilities and national websites in an attempt to find another qualified individual. The pool operating hours may be restricted to some extent until we can locate other qualified life guards.

- b. **Museum Staff** – We have hired Thomas Peglow and Dereck Ostiguy to assist the museum society from June 23 to September 8, 2015. Both Tom and Dereck have worked with the Museum in the past and are pleased to be hired again.
- c. **CAO and CFO recruitment** – The Hiring Committee has interview and made an offer to a candidate for the Chief Administrative Officers Position.

It is hoped that the individual will accept the offer and start work in early July.

The CFO Applications have been put on hold temporarily until the CAO is hired. We may be able to make a short list and contact applicants with the next couple of weeks if all goes well.

#### **4. Neptune Water Meters**

As mentioned in previous reports Public Works staff has been working with Neptune and the mobile remote meter reader is functioning again. It is operational but obsolete in maintenance and should be upgraded. The issue that has now surfaced is that Administration does not have the trained staff to download the information from the mobile reader into the Muniware system. A software link must be established between Neptune and Muniware and admin staff needs to be trained on data input and manipulation on the MuniWare system.

I have instructed staff to put this on hold until after a full-time CAO and CFO are hired as they may wish to review and/or reorganize the Admin staff as well as take the Muniware training at the same time.

#### **5. Major Administration projects**

The following is a high level look at the work required over the next 20 to 30 working days:

1. Completion of the 2013 LGDE Financial forms for the Ministry.
2. Finalizing of 2014 year end including grants, annual year end adjusting entries, review of 2013 Audit report and subsequent changes, closing of 2014 General Ledger.
3. 2014 Audit review and preparation of Financial Statements.
4. 2015 Budget preparation and discussion with Council and Public.
5. Bylaw preparation for five year financial plan and 2015 taxation.
6. Annual report on the 2014 year successes and Council's goals and Objectives for 2015.
7. Quarterly Water and Sewer Utility billing.
8. Interviewing, negotiating, contract preparation and hiring of CFO.
9. Interviewing and hiring of Summer Pool and Museum Staff.
10. Day to day payroll, accounts payable, Council meetings, Agendas, Minutes, Correspondence and Website updates etc.

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Lonny Miller  
Interim Chief Administrative Officer

**VILLAGE OF LYTTON  
CORRESPONDENCE LOG - FOR INFORMATION ONLY**

30-Apr	UBCM		CAO	Complimentary - 2015 Net.Work.Book
	Revenue Canada	CFO	CAO	INV - 645.58
	BC e ID	CFO		Password Reset
	Revenue Canada	CFO	CAO	INV - \$477.69
	Superior Propane	CFO	CAO	Payment Reminder
04-May	ASAP	CFO	CAO	INV - Postage Meter Ink \$112
	Lytton Ess (Fax)	CFO	CAO	INV - \$1573
	Chill Air	CFO	CAO	INV - \$148.05 (Filers)
	Direct Electric	CFO	CAO	STMNT - \$242.05
	Lillooet News	CFO	CAO	INV - \$208 (AD-summer postings)
	Superior Propane	CFO	CAO	STMNT - \$561.06
	Pitney Bowes	CFO	CAO	INV - \$440 (postage)
	Interior Health	CFO	CAO	Operating Permit for Pool
	Naomi Brooks	KH-prcsd		W/S payment
	YoungAnderson	May&Cour	CAO	Invite to reception at LGMA
05-May	Pitney Works	CFO	CAO	Payment Reminder
	TNRD		CAO	Proposed Bylaw Amendments to Limit scope of
	Bridge River Supply Ltd	CFO	CAO	INV - \$103.32
	Minister of Transport	Mayor	CAO	Ltr - Response to Canada Post concern
	CPR	KH Procsd		W/S payment
06-May	Xerox	CFO	CAO	INV - \$90 Copies
07-May	Baxter Mechanical	CFO	CAO	INV \$3308
	Baxter Mechanical	CFO	CAO	INV \$224
	City of Burnaby	Mayor&Council		BC Housing Nong Profit Asset Transfer Prg.
	Scotiabank	CFO	CAO	Bank Statement (General Acc)
	Kumsheen Raft Adv	KH Prcsd		Fire Protection Payment
	Bernie Fandrich	KH Prcsd		Fire Protection Payment
08-May	Canadian Red Cross		CAO	Cdn Red Cross - Swim Inst. Development Prg
	Mark Strahl, MP	Mayor	CAO	Canada 150 Fund
	TNRD	CFO	CAO	INV - \$2345 Building Lease
	Loomis Express	CFO	CAO	INV - \$175
	Kamloops Computer Centre	CFO	CAO	INV - \$44.75 offsite backup
11-May	No Mail			
12-May	Xerox	CFO	CAO	INV - 1/4 ly Contract - \$420
	Derek Sturko, Deputy Minister		CAO	Ltr - Regulatory Amendments Marijuana Production
	Rite-Way Fencing	CFO	CAO	INV - \$610.40 Riteway Fencing







COPY

RECEIVED

MAY 12 2015

VILLAGE OF LYTTON

Ref: 182047  
File No.: 0280-20

May 7, 2015

Lorna Dysart  
Chief Administrative Officer  
Village of Lytton  
Box 100  
Lytton BC V0K 1Z0

Dear Lorna Dysart,

**Re: Regulatory Amendments Affecting the Production of Medical Marijuana on Agriculture Land Reserve**

As you may already be aware, on May 7, 2015, the Province announced two items relating to the Agricultural Land Reserve (ALR):

The first item is an amendment of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (171/2002) under the *Agricultural Land Commission Act*, (the Regulation). The Regulation now explicitly identifies medical marijuana as a farm use in the ALR which local governments can regulate, but not prohibit.

The second item is a new BC Minister's Bylaw Standard for medical marijuana production facilities (MMPF) located in the ALR and licensed by Health Canada under its Marijuana for Medical Purposes Regulations. Bylaw Standards approved by the Minister and their specific criteria are a part of the Ministry's 'Guide for Bylaw Development in Farming Areas' which can be found on the Ministry's website at [www.gov.bc.ca/agri](http://www.gov.bc.ca/agri). A discussion paper that provides further information and a description of the consultation process is also available on the website.

These two items are consistent with the Agricultural Land Commission's (ALC) January 2014 Medical Marijuana Production the Agricultural Land Reserve Information Bulletin<sup>175</sup> which states that the farming of medical marijuana in the ALR is considered by the ALC as a 'farm use', and the June 24, 2014 Provincial announcement<sup>176</sup> which advises that local governments should not prohibit medical marijuana production in the ALR and that for tax purposes, the BC Assessment Authority will not provide a MMPF with farm classification.

Some local government bylaw provisions for MMPFs may be inconsistent with the updated ALC Regulation and/or Minister's Bylaw Standard criteria regarding MMPFs in the ALR. To determine whether or not they are consistent, the Province's expectation is that local governments will review, and as necessary, amend their bylaws in order to achieve consistency by early fall of this year. I acknowledge

<sup>175</sup><http://www.alc.gov.bc.ca/alc/DownloadAsset?assetid=2BF687FCB8640CFB33D46FB3F1B30EC>

<sup>176</sup><http://www.newsroom.gov.bc.ca/2014/06/bc-preserves-local-governments-tax-revenues-from-medical-marijuana-growers.html>

# Gold Country Communities Society

## DRAFT Annual General Meeting Minutes

Wednesday May 6, 2015

11:30 am at Cache Creek Community Hall (downstairs)  
1270 Stage Road  
Cache Creek, BC

In attendance: Steve Rice, Ronaye Elliot, Charlie Weir, Alice Durksen, Ben Roy, Ginny Prowal, Diana Guerin, Lisa Dafoe, Alf Trill, Deb Arnott

Guests: Liz Laird, Marg Hohner

Regrets: Robin Fennell, Randy Murray, Etelka Gillespie, Bernice Molyneux, Barbara Wiebe, Terry Raymond

1) Call to order

By Chair Steven Rice at 12:35

2) Approval of Agenda

**MOTION:** To approve the May 6, 2015 AGM Agenda by Ronaye Elliot/Lisa Dafoe. Carried.

3) Approval of Minutes of AGM March 19, 2014

Annual General Meeting Minutes – March 19, 2014 (Attachment A)  
Lisa Dafoe/Alice Durksen. Carried.

4) Reports

a. Auditor's Annual Report – Dave Gory (Attachment B)

**MOTION:** to accept the Auditor's Annual Report by Ben Roy/Ronaye Elliot. Carried

Financial Committee meet once before end of every year.

b. 2014 Annual Report

**Motion:** To accept the 2014 Annual report as presented by Alice Durksen/Ronaye Elliot. Carried.

5) Election of Officers – by Nominations – Past Past President, Ben Roy

- a. Chair – Steve Rice
- b. Vice– Ronaye Elliot
- c. Secretary – Alice Durksen
- d. Treasurer – Charlie Weir
- e. Past Chair – Robin Fennell

Declare current Executive Committee as standing Committee by acclamation.

## 6) Bylaw Amendment Approval

Current Bylaws with suggested changes attached (Attachment C)

Proposed Changes for the Bylaws from 2012

(M1) That: "Society Act" be removed from top of Bylaws page

Motion: that this remain by Ronaye Elliot

(M2) That: A space be included between the purpose of society item (a) and item (b)

### Part 1. Interpretation

(M3) That: Interpretation be changed to Definitions

1.1 (M4) That: unless the context otherwise requires: be removed.

(MS) (d) That: the parenthesis should be removed from the word partner

That: the following definitions be added-

(f) The term "society" within the context of these Bylaws will mean "Gold Country Communities Society"

(g) The term "member" is defined as:

A "Partner member" is a TNRD area or community that pays membership dues

An "Associate Member" is a business or community that pays a pre-determined amount for a portion of Gold Country services.

A "Corporate Member" is a business or community that pays a pre-determined amount for a portion of Gold Country services and is allotted one voting seat on the Board of Directors.

(i) The term "designate" means each partner in good standing shall be eligible to appoint up to two designates as directors, both having voting privileges.

(j) The term "alternate" means an individual that can attend meetings in the stead of designate directors, with voting privileges.

(k) The term "Executive" means the Chair, Vice Chair, Secretary, and Treasurer.

(l) The term "Board" means the board of directors of the Corporation and "director" means a member of the board

(m) Annual General Meeting (AGM) means "An annual general meeting shall be held at least once in every calendar year and no more than 15 months after the holding of the last preceding annual general meeting. At least 30 days advance notice of this meeting should be given to all members.

1.2 (M6) That the sentence: The definitions of the *Society Act* from time to time apply to these bylaws- be removed.

### Part 2. Membership

2.2 (M7) That: associate member is a business or community that pays a pre-determined amount for a portion of Gold Country services without voting privileges.

(M8) corporate member be defined as is a business or community that pays a pre-determined amount for a portion of Gold Country services and is allotted one voting seat on the Board of Directors.

2.3 (M9) That: A member shall be: be removed. capitalize Any and add to the end of the sentence , can apply for membership.

2.9 (M10) That: add comma after standing, - remove one and those after except. Change fails to fail. Remove its and add their. Remove so long as the debt remains unpaid.

### Part 4. Proceedings at General Meetings

- 4.1 (a) (M11) No business, other than the election of a chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present. –  
 "election of a chairman and" be removed
- (b) during a meeting, - add when
- (c) (M12) That: the word delegates be replaced with designates
- 4.2 (M13) That: "the directors present will select from their ranks, a director that be added" and "one of the other directors present" be removed.

That: 4.8 be added to the bylaws -

**4.8 Electronic Vote Bailot**

Should the board of directors present at the meeting deem it necessary that a decision be made before the next board meeting then an electronic vote ballot can be induced via email.

If a board member does not vote in the affirmative or in the negative of the resolution then the assumption is that the board member votes in favour of the resolution.

Resolution must include the amount of time in which the board member is require to respond.

**Part 5. Directors and Officers**

- 5.1 (M14) That: "Executive" be added

**Part 6. Proceedings of Directors**

- 6.2 (c) (M15) That: "Minutes of Committee meetings and then they should be presented at the next Meeting for information to the members." 8e added

**Part 7. Duties of Officers**

7.3

That: and be added to the sentence (e) Have custody of the common seal of the society; and  
 That: and be added to the end of the following

- (ϕ) Maintain the register of members; and

**MOTION:** To accept the changes proposed with the exception of item (M1)  
 Ben Roy/Alf Trill. Carried.

- 7) **Society Annual Report Update**  
 Society Dues to be filed after AGM

- 8) **Appointment of Signing Officers**  
**MOTION:** To accept that the signing officers remain unchanged by Ben Roy/Ronaye Elliot. Carried.

- 9) **Appointment of 2015 Auditor**  
**MOTION:** To appoint Dave Gory as the Gold Country Communities Society accounting auditor for the 2015 fiscal records by Ronaye Elliot/Lisa Dafoe. Carried.

- 10) **Adjournment of meeting**  
 By Alice Durksen at 1:15

**Gold Country Communities Society**  
**DRAFT Regular Meeting Minutes**  
**Wednesday May 6, 2015**  
**10:00 am at Cache Creek Community Hall (downstairs)**  
**1270 Stage Road**  
**Cache Creek, BC**

In attendance: Steve Rice, Ronaye Elliot, Charlie Weir, Alice Durksen, Ben Roy, Ginny Prowal, Diana Guerin, Lisa Dafoe, Alf Trill, Deb Arnott  
Guests: Liz Laird, Marg Hohner

Regrets: Robin Fennell, Randy Murray, Etelka Gillespie, Bernice Molyneux, Barbara Wiebe, Terry Raymond

1) Call to order

By Steve Rice at 10:05

2) Approval of Agenda of May 6<sup>th</sup>, 2015

**MOTION:** To adopt the agenda as presented with addition item 6b: by Ronaye Elliot/Diana Guerin. Carried.

3) Approval of Minutes

**MOTION:** To adopt the minutes of the Regular Meeting – January 6th, 2015 (Attachment A) by Lisa Dafoe/Diana Guerin. Carried.

**MOTION:** To adopt the minutes of the Special Meeting- February 25, 2015 (Attachment B) by Diana Guerin/Lisa Dafoe. Carried.

4) Presentations

Liz Laird from Radio Q101 in Merritt

5) Business Arising from Minutes

Status and Action

a) Merritt ViC closure. Steven Rice is composing a letter directed to Destination BC in request of more information surrounding the closure of the Merritt Visitor Centre.

**MOTION:** To send Gold Country staff to Williams Lake by Ronaye Elliot. Defeated.

b) Gold Country Membership meeting took place with Directors Randy Murray and Etelka Gillespie & C.O.O. Terri Hadwin. Terri composed a draft paid membership structure. (Attachment C) Once Board approves, the structure is to be made into a glossy printed portfolio handout sheet.

**MOTION:** To accept paid membership structure with an addition of a disclaimer that notes the structure is subject to change at the discretion of the Board AND that the structure note that the membership is to be renewed annually by Deb Arnott/Charlie

Weir.

Carried.

6) Reports

α) Chief Operating Officer Report

- a) Image Bank Library has been released and has been utilized by stakeholders.
- b) Tear Away Pad Maps are being distributed by Valley Brew and by Gold Country staff.
- c) Funding approved from NDIT to produce vignettes for the 2015 year in collaboration with TNFC. Extra funding is in place for the lip dub video. After an electronic vote, the top song chosen is Nitty Gritty Dirt Band's "*Fishin in the Dark*" if permission cannot be granted for this song choice, Steppen Wolf's "*Born to be Wild*" is a close second choice. Letter of thanks sent to NDIT and TNFC.
- d) Current highway signage in less than ideal condition, however the wooden platforms that holds signage are still in very good condition. Seeking funding to update plexiglass signage to metal signs easier to keep clean and inexpensive to update if needed. (Approximately \$40,000 is needed.)

Signage Committee: Marg and Ben

- e) \$21,000 has been granted from Destination BC to create our 2016/2017 Visitor Guides. An additional \$10,000 was requested for the Digital Sign (Loch Lomund site) but was not granted. Letter of thanks is to be drafted.
- f) Gold Country to co-host TOTA strategic plan launch to be held in Cache Creek Community Hall on June 3, 3:00-4:30pm
- g) FAM tour for 2015 is in planning stages and will take place in "Copper Desert Country" TNRD Area J.
- h) Gold Rush Trail advisory committee is seeing great results in promotion of the trail. Tanya Wong has been exceptional in attention to detail, moving forward with action items and reporting work progress. GRT advisory committee to meet in May.

**MOTION:** To not move forward with paid marketing with Q101 at this time by Ben Roy/Ronaye Elliot.

B) Rural Advisory Council presentation by Deb Arnott for information purposes only.

β) Financial Reports (Attachment D)

- i) To approve the financial reports of Gold Country Communities Society Comparative Balance Sheet for March 31, 2015 as presented
- ii) To approve the financial reports of Gold Country Communities Society Comparative Income Statement for March 31, 2015 as presented
- v) To approve the financial reports of the Gold Country GeoTourism Sub 2 Comparative Balance Sheet for March 31, 2015 as presented
- vi) To approve the financial reports of the Gold Country GeoTourism Sub 2 Income Statement for March 31, 2015 as presented

**MOTION:** To accept the March 31, 2015 financials as presented by Ben Roy/Ginny Prowal. Carried

7) **New Business**

Potential to plan a first ever Gold Country Symposium to encourage and enhance Economic Development within our region. Symposium will increase awareness of Gold Country Communities Society and promote team building of our communities and surrounding areas. Political figures, stakeholders and potential business members will be invited. Possible funding through TNRD Area M. Symposium would take place in late June.

Suggestion to move the Symposium to September when stakeholders and other potential GC members will be less busy.

8) **Correspondence**

Logan Lake financial support for the 3<sup>rd</sup> Annual Geocaching event granted. Letter of thanks has been sent.

Merritt financial support for the 3<sup>rd</sup> Annual Geocaching event has been denied.

9) **Date and Location for next Board Meeting**

Next Board Meeting to be held in Savona after summer. Doodle Poll to be circulated to determine the best date for attendance.

10) **Adjournment of meeting**

12:10 by Charlie Weir.





Explore  
**GOLD COUNTRY**

info@exploregoldcountry.com  
www.exploregoldcountry.com  
1.877.453.9467  
Tel/Fax: 250.457.6606

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1095 Todd Rd., PO Box 933 Cache Creek, BC V0K 1H0

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May 14, 2015

Mayor Jessa Lightfoot and Council  
Village of Lytton  
Box 100  
V0K 1Z0

**RECEIVED**  
MAY 20 2015  
VILLAGE OF LYTTON

Dear Mayor Lightfoot and Council

I am sending this letter as a request to the Village of Lytton for an Event Grant-In-Aid.

Gold Country Communities Society is planning our **3rd Annual Geocaching Event, Cache for Gold**. The event will tour through all of our Gold Country communities and is scheduled to commence on Friday Sept 4th in Lytton BC. We will be bringing geocaching visitors from outside the area and have the event activities open to locals as well. We would like to make a request of \$250.00 to offset costs incurred for this event. The funds will be used towards hosting the event in Lytton on September 4th, and will go towards the registration bags, included items, and marketing of the events. We will also be releasing the new geocaches on September 5th in the morning. This event will be a wonderful draw for not only local community members, and registered geocachers but it will also be a great event to attract many more visitors to our region during the long weekend! We look forward to attending the Lytton River Festival events with these attendees!

The Lytton will be acknowledged as a **Bronze Sponsor of the 3rd Annual Geocaching Event, Cache for Gold** in our marketing materials.

Enclosed is our schedule of events. As a non-profit organization, any profits made during our 2015 event will be carried forward to fund future Gold Country geocaching events.

Thank you for your consideration of your financial support.

Best regards,



Terri Hadwin  
COO  
Gold Country Communities Society

Gold Country 2015 "Cache for Gold"

**[www.goldtrail.update!!](http://www.goldtrail.update!!)**

**Gold Country 3rd Annual Geocaching Event  
September 4th - September 7th, 2015**

3rd Annual Gold Country Geocaching Event Cache for Gold

Plenty of fun activities for the entire family such as games, prize draws, a chance to win a real gold bar, and of course GEOCACHING!

A minimum of 100 caches will be released to attendees only during the registration.

Caches will be live on [www.geocaching.com](http://www.geocaching.com) after September 6th.

The Cache for Gold Route will involve our various communities within Gold Country and stretch over a four day period. Geocaches will remain active after the event is over

Join us on **September 4th, 2015** to kick off another exciting Gold Country experience! Entertainment, games, vendors, prizes and a "motherlode" of family fun to enjoy! The Gold Country Cache for Gold adventure will be a gold rush/trail theme, with fun and adventure all along the way as you explore historical and cultural routes and trails. You will even have a chance to win a real gold bar! This will be the start of the 4 day event with the journey beginning in Lytton and ending in Merritt. Come for one or all of these eventful days! There will be new caches and points of interest to be found all over Gold Country! You can also sign up for our geotour e-newsletter to stay up to date with announcements. Be sure to check the GeoTourism newsletter box on sign in form!

You will even have a chance to win a *real gold bar!*

For more in depth information about the main event, satellite events, hotel reservations, registration, and more see [www.goldtrail.com](http://www.goldtrail.com).

**Day 1** September 4th, Lytton BC [GC5R2NB](#) Kick off of the *Cache for Gold Event!* Caboose Park, Lytton BC.

- ❖ Post your "Will Attend" on this page on at [GC5R2NB](#) on [www.geocaching.com](http://www.geocaching.com) and watch for updates on the event page

The event will start at 6:00pm at the Caboose Park and will go to 8:00pm. A night for socializing and meeting new geocachers! Vendors and entertainment will be set up for your enjoyment!

We will meet up again at 10:00am on Saturday, September 5th at Caboose Park, Lytton BC to give out registration bags and release the new geocaches for the Cache for Gold Event! We will be loading Gps's at that time.

**Day 2 September 5th, Ashcroft BC - [GCSR4GJ](#) reGIFFted! Ashcroft Park 7:00pm**

Post your "Will Attend" on this page and watch for updates that will be posted here. This is day 2 of the 4 day event Cache for Gold with the journey beginning in Lytton and ending in Merritt. Come for one or all of these eventful days! There will be new caches and points of interest to be found all over Gold Country!

At 7:30pm meet back at the park and enjoy a showing of the Geocaching International Film Festival on the Jumbo Outdoor screen! This is the first Canadian screening of this film. A family feature film will shown right after.

There will be a concession!

Event will wrap up at approximately 10:00pm.

**Day 3 September 6th, Logan Lake, BC - [GC5R4JB](#) Cache Disc! 3:00pm-6:00pm Logan Lake Disc Park**

Bring a picnic dinner and enjoy playing *Geocoher Survivor of the Wittiest*

**Day 4 September 7th, Merritt, BC – [GC5RDFJ](#) Rotary Park Merritt BC 1:00pm-3:00pm. Wrap up of the 4 day event! Prizes to be drawn.**



## VILLAGE OF LYTTON REGULAR MEETING REPORT

**TO:** Mayor and Council

**FROM:** Lonny Miller, Interim Chief Administrative Officer

**DATE:** May 25, 2015

**SUBJECT:** Rezoning of 320 Main Street to Residential Low Density.

**PURPOSE:** To seek Council approval to amend the Official Community Plan (OCP) and the Zoning Bylaw for 320 Main Street to Residential Use .

---

### **RECOMMENDATION:**

**THAT** Council provide two readings to the OCP Amendment Bylaw No. 673 and Zoning Amendment Bylaw No. 674;  
**AND THAT** Staff post the required Notice to the Public and schedule the required Public Hearing for June 8<sup>th</sup>, 2015 at 6:45 p.m.

### **BACKGROUND:**

The property at 320 Main Street has been residential use for many years. The commercial buildings on Main Street were renovated to residential in the late 1970s and the house in the rear has been single family residential since it was constructed sometime in the 1950-60s.

As the property is designate Commercial under both the Land Use bylaws it is presently legal non-conforming. The owner and the prospective purchaser have no intention of operating any part of the property for Commercial Use.

### **DISCUSSION & COMMENTS**

There are several vacant/undeveloped Commercial properties on Main Street that will meet the demand for commercial space in the foreseeable future.

Financing residential properties in Commercial Zones (Legal Non-Conforming) are more difficult and require large equity. Prospective purchasers do not qualify for conventional residential mortgages as repayment of loans on commercial property is substantially shorter with higher monthly payments.

## **LEGAL**

The Local Government Act section 911 states:

*Non-conforming uses and siting:*

*(1) If, at the time a bylaw under this Division is adopted,  
(a) land, or a building or other structure, is lawfully used, and  
(b) the use does not conform to the bylaw,  
the use may be continued as a non-conforming use, but if the non-  
conforming use is discontinued for a continuous period of 6 months, any  
subsequent use of the land, building or other structure becomes subject to  
the bylaw.*

**AND**

*(8) If a building or other structure, the use of which does not conform to the  
provisions of a bylaw under this Division is damaged or destroyed to the  
extent of 75% or more of its value above its foundations, as determined by  
the building inspector, it must not be repaired or reconstructed except for a  
conforming use in accordance with the bylaw.*

The concern is that if the building becomes vacant or is destroyed more than 75% it would not be allowed to be used as residential in the future unless rezoned. This creates Insurance and Market value issues.

## **IMPACT ON BUDGET & STAFFING**

The application fee for both bylaw amendments and the public hearing is \$400.00 which has been paid with the application.

Other than staff time to prepare bylaws, reports, public hearing notices and applicant interviews there are no other costs. Staff time is estimated at six to eight hours.

## **ALTERNATIVE OPTIONS**

The first option is to proceed with the rezoning process and the Public Hearing as recommended.

The second option would be to deny the rezoning and maintain the property as Commercial Use.

The third option would be to consider "Split zoning" to retain a portion of the property as Commercial. This would help but not solve all the owners concerns about financing or insurance issues.

Attachment

- OCP Amendment Bylaw No. 673 for two readings
- Zoning Amendment Bylaw No. 674 for two readings.
- Application to Rezone dated May 21, 2015.



---

Lonny Miller  
Interim Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF LYTTON  
 BYLAW NO. 475, 1997 AND 484, 1998

APPLICATION

	<u>Check one</u>	<u>Bylaw No.</u>
<u>OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT</u>	<input checked="" type="checkbox"/>	475
<u>OR</u>		
<u>ZONING BYLAW AMENDMENT</u>	<input checked="" type="checkbox"/>	484
<u>OR</u>		
<u>DEVELOPMENT PERMIT</u>	<input type="checkbox"/>	484
<u>OR</u>		
<u>DEVELOPMENT VARIANCE PERMIT</u>	<input type="checkbox"/>	484
<u>OR</u>		
<u>TEMPORARY USE PERMIT</u>	<input type="checkbox"/>	484

Applicant:  
 Name: TEFFALY CALLEWAERT  
 Address: 180 3RD ST  
Box 445, LYTTON B.C.  
 Phone: 1-250-571-3487

Registered owner if different from applicant  
 If the applicant is not the owner, a letter of authorization to apply is required.  
 Is the letter attached? N/A  Yes  No

Legal Description of Property.  
 Lot A District Lot \_\_\_\_\_ Plan 4059 Range \_\_\_\_\_  
TOWN SITE OF LYTTON KATHLOOPS DIV of YALE DISTRICT  
 Civic address of property: 320 MAIN STREET

Change requested:  
 1. From: COMMERCIAL Designation in Bylaw # 475, 1997  
 To: RESIDENTIAL  
 2. From: COMMERCIAL Designation in Bylaw # 484, 1998  
 To: \_\_\_\_\_  
 3. From: \_\_\_\_\_ Designation in Bylaw # \_\_\_\_\_  
 To: \_\_\_\_\_  
 4. Other: \_\_\_\_\_ (I.e. Additional Use)

Present use of Property: RESIDENTIAL NON-CONFORMING  
 Proposed Use of Property: RESIDENTIAL

Check applicable  
 Fee of \$350.00 for each amendment or Permit.  
 Fee of \$400.00 if concurrent amendment of OCP & Zoning  
 N/A Scale plans of proposed development are attached.  
 Documentation of current ownership;  
 A written statement to describe and justify the proposal;  
 Any additional information the Chief Administrative Officer may require, in order to prepare, evaluate and make a recommendation concerning the proposal;

THE CORPORATION OF THE VILLAGE OF LYTTON  
BYLAW NO. 475, 1997 AND 484, 1998  
APPLICATION

- CAO A report on the relationship and compliance with the Official Community Plan and any other relevant Village policy in preparation for or adopted by Council;
- N/A A report on the traffic impact in terms of daily and peak hour trip generation and assignments;
- N/A A report on the requirements for drainage, water, sewage and other utilities;
- N/A A report on the potential effects on stability, retention and rehabilitation of existing land uses in the area;
- N/A A detailed soils or geotechnical evaluation of the site to confirm slope stability, appropriate top-of-bank setbacks and site suitability for on-site septic sewage disposal;
- N/A Assessment of impact on community services and facilities such as parks, recreation, fire, and health;
- N/A The staging, implementation schedule, and duration of construction for any proposed development;
- N/A Comments on the compatibility with surrounding areas in terms of land use, function and scale of development;
- N/A Comments on the relationship to Village land, right-of-way or easement requirements;
- N/A Comments on the relationship to any documented concerns and opinions of area residents and land owners regarding the application. *PUBLIC HEARING*

May 21/15  
Date

*J. Calvert*  
Signature of Applicant

\_\_\_\_\_  
Owners Signature



THE CORPORATION OF THE VILLAGE OF LYTTON  
OFFICIAL COMMUNITY PLAN  
AMENDMENT BYLAW No. 673, 2015

A Bylaw to amend the Village of Lytton  
Official Community Plan No. 475, 1997

---

**WHEREAS** the Council is authorized pursuant to the Local Government Act to amend its bylaws from time to time;

**AND WHEREAS** the Council has held a Public Hearing pursuant to the Local Government Act;

**NOW THEREFORE**, the Council of the Corporation of the Village of Lytton, in open meeting assembled hereby **ENACT AS FOLLOWS**:

1. This bylaw may be cited for all purposes as the "Village of Lytton Official Community Plan Amendment Bylaw No. 673, 2015"
2. Village of Lytton Official Community Plan Bylaw No. 475, 1997 is amended as follows:
  1. Schedule B (Land Use Map) are hereby amended by making Lot A, Plan 4059, Town Site of Lytton, Kamloops Div of Yale District (320 Main Street) "Residential Low Density" as shown on Schedule A, which is attached hereto and forms a part of this Bylaw.

READ A FIRST TIME this                    day of May, 2015

READ A SECOND TIME this                day of May, 2015

PUBLIC HEARING HELD this                day of June, 2015

READ A THIRD TIME this                 day of June, 2015

RECONSIDERED AND ADOPTED this            day of June, 2015

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

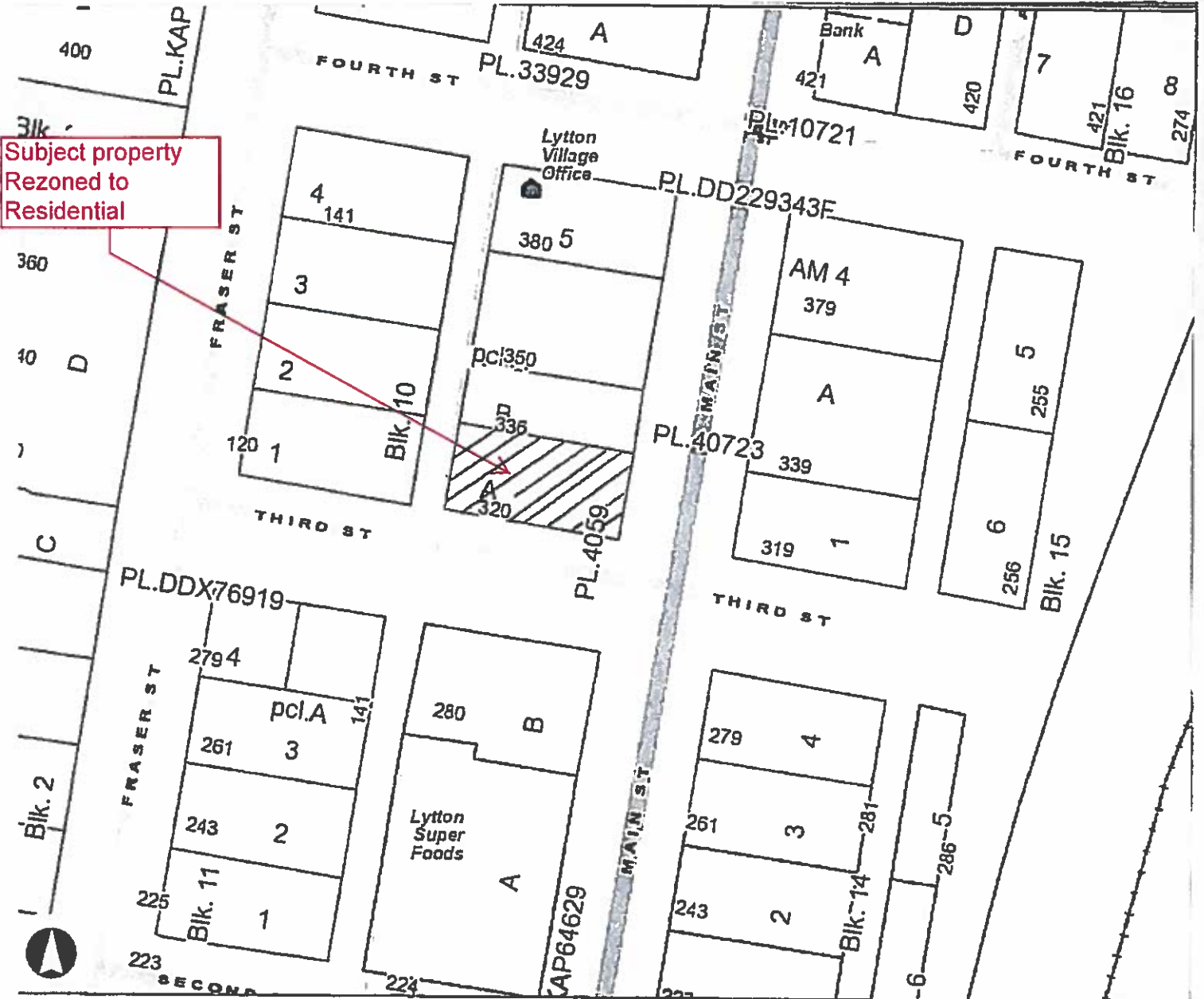
I hereby certify that the foregoing is a true and correct copy of the Village of Lytton Official Community Plan Amendment Bylaw No. 673, 2015

\_\_\_\_\_  
CORPORATE OFFICER

THE CORPORATION OF THE VILLAGE OF LYTTON  
 OFFICIAL COMMUNITY PLAN  
 AMENDMENT BYLAW No. 673, 2015

SCHEDULE "A"

A Bylaw to amend the Village of Lytton  
 Official Community Plan No. 475, 1997



Subject property  
 Rezoned to  
 Residential



Projection: WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

May 13, 2015

THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.

THE CORPORATION OF THE VILLAGE OF LYTTON  
ZONING AMENDMENT BYLAW No. 674, 2015

A Bylaw to amend the Village of Lytton  
Zoning Bylaw No. 484, 1998

---

**WHEREAS** the Council is authorized pursuant to the Local Government Act to amend its bylaws from time to time;

**NOW THEREFORE**, the Council of the Corporation of the Village of Lytton, in open meeting assembled hereby **ENACT AS FOLLOWS**:

1. This bylaw may be cited for all purposes as the "Village of Lytton Zoning Amendment Bylaw No. 674, 2015"
2. Village of Lytton Zoning Bylaw No. 484, 1998 is amended as follows:
  1. Schedule D (Zoning Bylaw Maps) are hereby amended by rezoning Lot A, Plan 4059, Town site of Lytton, Kamloops Div of Yale District (320 Main Street) from "C1" General Commercial to "R1" Low Density Residential as shown on Schedule A, which is attached hereto and forms a part of this Bylaw.

READ A FIRST TIME this \_\_\_\_ day of May, 2015

READ A SECOND TIME this \_\_\_\_ day of May, 2015

PUBLIC HEARING HELD this \_\_\_\_ day of June, 2015

Ministry of Highways and Infrastructure Approval this \_\_\_\_ day of June 2015

READ A THIRD TIME this \_\_\_\_ day of June, 2015

RECONSIDERED AND ADOPTED this \_\_\_\_ day of June, 2015

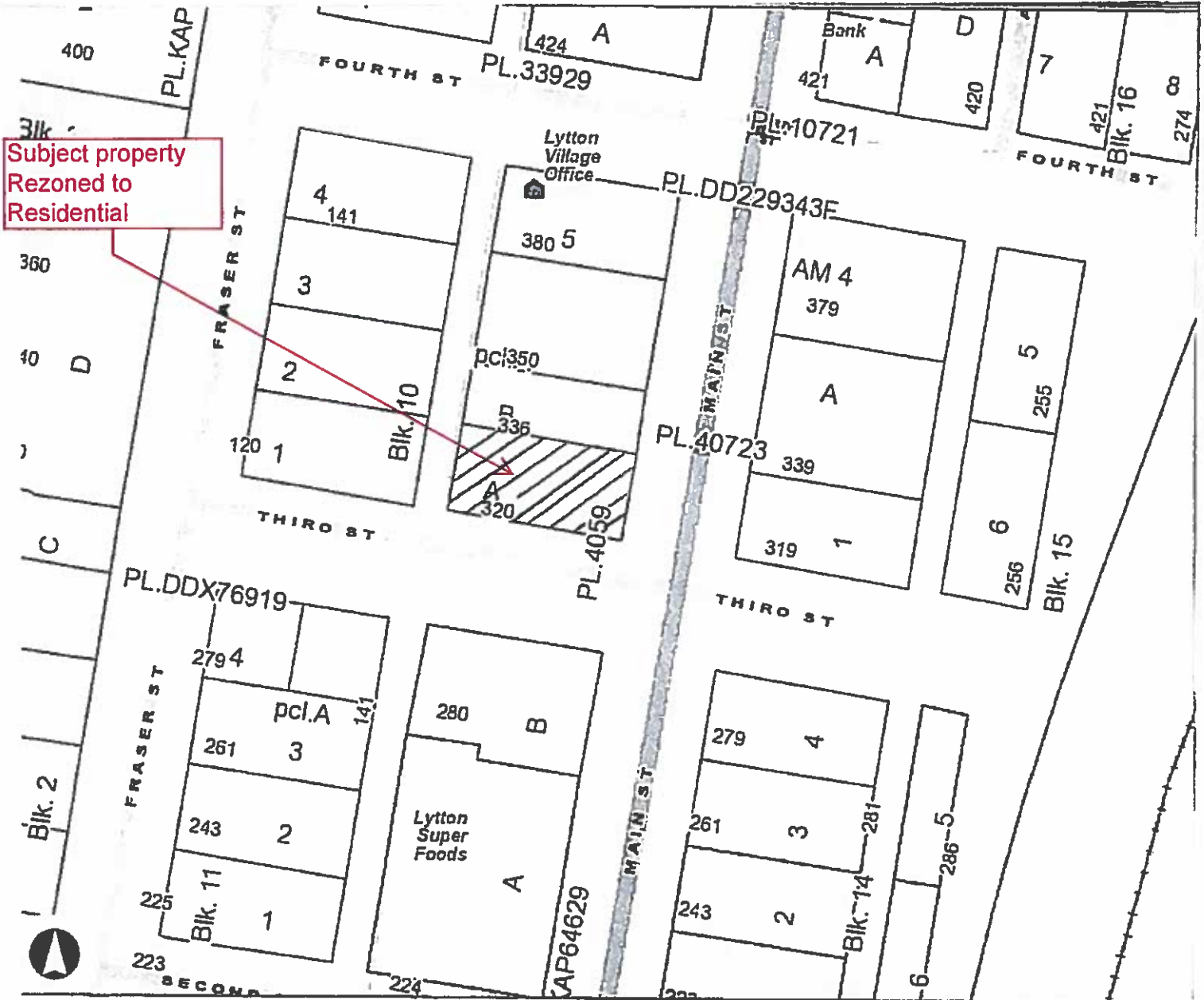
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

THE CORPORATION OF THE VILLAGE OF LYTTON  
 ZONING AMENDMENT BYLAW No. 674, 2015

A Bylaw to amend the Village of Lytton  
 Zoning Bylaw No. 484, 1998

SCHEDULE "A"



Projection: WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

May 13, 2015

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