



**Village of Lytton  
AGENDA  
Regular Council Meeting  
Council Chamber, 380 Main Street, Lytton, BC  
7:00pm Monday July 10, 2017**

1) CALL TO ORDER – Mayor Lightfoot at \_\_\_\_ pm

2) ADOPTION OF AGENDA

**Moved, Seconded** by Councillors \_\_\_\_\_ THAT the agenda be adopted as presented or amended.

3) ADOPTION OF MINUTES

(a) Minutes of the Regular Council Meeting of June 26, 2017

**Moved, Seconded** by Councillors \_\_\_\_\_ THAT items (a) – (b) be adopted as presented or as amended.

4) DELEGATIONS – None

5) ADMINISTRATIVE MATTERS - none

6) CORRESPONDENCE

a) Action Items:

- i. City of New Westminster – resolution regarding addressing homelessness
- ii. Resource Breakfast Series – 4<sup>th</sup> Annual Resource Breakfast Series Sept 16-28, 2017

**Moved, Seconded** by Councillors \_\_\_\_\_ THAT the above noted correspondence be received and filed.

b) Information Items

- i. School District #74 copy of response to resident Joe Chute's letter
- ii. UBCM – Completion of 2016/2017 Spring Community to Community Forum

c) Correspondence Log – None

d) Outgoing Mail Log

- I. Letter of Support RE: New Horizons for Seniors – Funding Application for Royal Canadian Legion

**Moved, Seconded** by Councillors \_\_\_\_\_ THAT the above noted correspondence be received and filed.

7) ADMINISTRATIVE REPORTS

(a) CAO Report – Report from CAO Rebecca Anderson

8) TREASURER/CORPORATE OFFICER REPORT

(a) Cheque listing for Council June 20, 2017 – July 4, 2017

**Moved, Seconded** by Councillors \_\_\_\_\_ THAT June 20, 2017 – July 4, 2017 Cheque Listing be received and filed.

9) PUBLIC WORKS REPORT – None

10) FIRE DEPARTMENT REPORT – May's Report

11) BYLAWS/POLICIES – None

12) COUNCIL REPORTS

- (a) Mayor Lightfoot
- (b) Councillor Callewaert-Haugen
- (c) Councillor Hay
- (d) Councillor Polderman
- (e) Councillor Smith

**Moved, Seconded** by Councillors \_\_\_\_\_ THAT the Council Reports be received and filed.

13) OTHER BUSINESS ("Business Arising")

14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST

- Committee of the Whole, Finance meeting – Tuesday, July 11, 2017 @ 10:00am
- Committee of the Whole, Public Works/Utilities meeting – Tuesday, August 8, 2017 @ 10am
- UBCM Convention – September 25-29, 2017 in Vancouver.

15) IN-CAMERA

16) ADJOURNMENT

**Moved** by Councillor \_\_\_\_\_ THAT the meeting adjourn at \_\_\_\_\_pm.



**Village of Lytton  
DRAFT  
MINUTES  
Regular Council Meeting  
Council Chamber, 380 Main Street, Lytton, BC  
7:00pm Monday June 26, 2017**

**IN ATTENDANCE:**

Mayor Lightfoot  
Councillor Hay  
Councillor Smith  
Councillor Callewaert-Haugen (absent with notice)  
Councillor Polderman

**STAFF:**

CAO, Rebecca Anderson  
ED/CO, Martin Pilar  
Water Project Coordinator, Lonny Miller (Via Telephone)

**PUBLIC:** No public present

- 1) CALL TO ORDER – Mayor Lightfoot at 7:00 pm
- 2) ADOPTION OF AGENDA

Addition of the following late items:

- 5) (b) Water Project Coordinator, Lonny Miller – Project Update
- 5) (c) Oath of Office for Corporate Officer, Martin Pilar – Schedule D of Bylaw 568/2012
- 5) (d) Royal Canadian Legion – Approval of New Horizon Grant Application

**17/171 Moved, Seconded** by Councillors Hay/Polderman THAT the agenda be adopted as amended. **CARRIED**

- 3) ADOPTION OF MINUTES

- (a) Minutes of the Regular Council Meeting held May 8, 2017
- (b) Minutes of the Regular Council Meeting held June 12, 2017

**17/172 Moved, Seconded** by Councillors Hay/Polderman THAT items (a) – (b) be adopted as presented. **CARRIED**

- 4) DELEGATIONS – None
- 5) ADMINISTRATIVE MATTERS

- (a) CAO, Rebecca Anderson – First Draft 2016 Annual Municipal Report

Council reviewed and amended the Draft 2016 Annual Municipal Report.

**17/173 Moved, Seconded** by Councillors Hay/Polderman THAT Council accept the Draft 2016 Annual Municipal Report and approve it as amended to present to the public. **CARRIED**

(b) Water Project Coordinator, Lonny Miller – Project Update

**17/174 Moved, Seconded** by Councillors Polderman/Smith THAT Water Project Coordinator, Lonny Miller's report be received and filed for information. **CARRIED**

(c) Oath of Office for Corporate Officer, Martin Pilar – Schedule D of Bylaw 568/2012

ED/CO, Martin Pilar took the Oath of Office, introduced himself and gave a brief update on his first week.

**17/175 Moved, Seconded** by Councillors THAT Rebecca Anderson be removed as Corporate Officer and Martin Pilar be appointed as the Corporate Officer for the Village of Lytton. **CARRIED**

(d) Royal Canadian Legion – Approval of New Horizon Grant

**17/176 Moved, Seconded** by Councillors Hay/Polderman THAT Council approve the Royal Canadian Legion's New Horizon Grant Application. **CARRIED**

6) CORRESPONDENCE

a) Action Items:

i. BC Interior Community Foundation – Fall Dinner

No action taken

ii. Gold Country Communities Society – Request for financial support of \$250.00 for 5<sup>th</sup> annual Geocaching event.

**17/177 Moved, Seconded** by Mayor Lightfoot and Councillor Polderman THAT a financial support of \$250.00 to Gold Country for their 5<sup>th</sup> Annual Geocaching event, and THAT it be taken from Economic Development Capital Building Fund from NDIT. **CARRIED**

iii. SILGA – Youth participation at UBCM convention.

No action taken

b) Information Items

i. UBCM – Completion of Community Wildfire Protection Plan (SWPI-478: Lytton CWPP Update 2015)

ii. Office of the Minister of Public Services & Procurement – results from Canada Post review will soon be available.

- iii. UBCM – 2017 call for Nominations for UBCM Executive.

Council directed staff to register all five Councillors and CAO, Rebecca Anderson for UBCM and book hotel rooms.

- iv. TNRD, Sukh Gill – Invitation for Council to attend the TNRD Committee of the Whole – July 19, 2017 @ 1:30pm

- c) Correspondence Log – List attached

- d) Outgoing Mail Log – List attached

**17/178 Moved, Seconded** by Councillors Polderman/Smith THAT the above noted correspondence be received and filed. **CARRIED**

## 7) ADMINISTRATIVE REPORTS

- (a) CAO Report – Report from CAO Rebecca Anderson

CAO, Rebecca Anderson gave a verbal report and answered any questions from Council.

**17/179 Moved, Seconded** by Councillors Hay/Polderman THAT CAO, Rebecca Anderson's report be received. **CARRIED**

## 8) TREASURER/CORPORATE OFFICER REPORT

- (a) Cheque listing for Council June 8, 2017 – June 19, 2017

**17/180 Moved, Seconded** by Councillors Smith/Polderman THAT June 8, 2017 – June 20, 2017 Cheque Listing be received and filed. **CARRIED**

## 9) PUBLIC WORKS REPORT – None

## 10) FIRE DEPARTMENT REPORT – None

## 11) BYLAWS/POLICIES – None

## 12) COUNCIL REPORTS

- (a) Mayor Lightfoot

June 13<sup>th</sup> - attended the NDIT meeting at 100 mile House. The remaining funds were distributed and a fourth intake will not be required. There was discussion on how to distribute next year's allocation. The January review will allocate up to 50% of the funds. Intake for the first round should be submitted in November/December

June 15<sup>th</sup> the TNRD had its regular meeting. The COW scheduled for the 16<sup>th</sup> was cancelled. The regional EOC is still dealing with flood evacuees.

June 16<sup>th</sup> On behalf of council and staff, delivered congratulations to the graduating class at KSS.

June 26<sup>th</sup> Gold Country had its meeting at Hat Creek Ranch. The group heard from consultants and were presented with draft Business and Future Building Feasibility Plans.

**17/181 Moved Seconded** by Mayor Lightfoot and Councillor Hay That Ed/CO, Martin Pilar be nominated and appointed as Village of Lytton's 2<sup>nd</sup> representative. **CARRIED**

**17/182 Moved Seconded** by Mayor Lightfoot and Councillor Smith That in celebration of Canada Day the pool forego admission charges on July 1<sup>st</sup>. **CARRIED**

**17/183 Moved, Seconded** by Councillors Polderman/Smith THAT Public Works staff be paid to clear the lot at 5<sup>th</sup> and Fraser in exchange for using the lot for horseshoe games. **CARRIED**

(b) Councillor Callewaert-Haugen

(c) Councillor Hay

Councillor Hay questioned the Villages liability for the Public Works when they are working on private property.

Councillor Hay asked about the BC Hydro meeting at the Memorial Hall on Saturday June 24.

Councillor Hay inquired about RCMP used to attend one Council meeting a year and report to Village, as well as Ministry of Transportation. Councillor Hay asked if staff could look into this.

Select Committee: Councillor Hay will talk with Councillor Callewaert-Haugen and try to schedule a meeting for early in July.

Councillor Hay would like a Public Works breakdown of hours spent at pool and info center.

Councillor Hay would like a copy of the in-kind support that was issued in 2015 & 2016 to the Fuel Management Projects.

(d) Councillor Polderman

Met with Nick Sargent on June 20<sup>th</sup> to look at possible locations for drilling, where water seepage is apparent, but those locations are too far from the treatment plant.

Attended the Interior Foundation annual general meeting with CAO, Rebecca Anderson. They have about 8 million in foundation monies. Their return is 4.7% this year after management costs. 108 different trusts are under their umbrella. Patty Harrington, a previous Foundation President who intends to come to Lytton for a meeting about how to tap into the NDIIT matching funds available. The Lytton Health Trust is written so as to be interpreted very broadly to cover a large area of services.

Councillor Polderman cleared the mud out of his water line so he has water pressure is restored.

(e) Councillor Smith

Councillor Smith attended the BC Hydro meeting on Saturday June 24<sup>th</sup> held at the Lytton Memorial Hall. They presented about billing methods. The meeting had been called by Kanaka Bar Band because of complaints of invoices being too high. Chief Patrick Michell organized the meeting. Was a good informative meeting with lots of materials available.

**17/184 Moved, Seconded** by Councillors Polderman/Smith THAT the Council Reports be received and filed. **CARRIED**

Mayor Lightfoot left the meeting at 9:26 p.m.

13) OTHER BUSINESS ("Business Arising")

- (a) Fire Hall - Councillor Polderman inquired about a motion made in approximately 2010 regarding the Fire Hall. CAO Anderson is working on compiling a "Book of Motions" for Council that will record previous motions of Council.
- (b) Green Municipal Fund – Councillor Polderman inquired about a motion made regarding a letter to be sent to the Green Municipal Fund. CAO, Anderson has been communicating with the Program Officer, Olivier Bouchard, via telephone and e-mail, and will follow up with a formal letter.

14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST

- UBCM Convention – September 25-29, 2017 in Vancouver.

15) IN-CAMERA

**17/185 Moved, Seconded** by Councillor Polderman 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 9:47pm.

16) ADJOURNMENT

**17/186 Moved** by Councillor Polderman THAT the meeting adjourn at 10:00 pm.







## VILLAGE OF LYTTON REPORT TO COUNCIL

**TO:** Mayor and Council  
**FROM:** CAO Rebecca Anderson  
**DATE:** July 11, 2017  
**SUBJECT:** CAO Report  
**PURPOSE:** To provide Council with an update on various duties/issues.

**Recommended Resolution:** THAT the CAO report for June 5 to July 5, 2017, be received for information and filed.

I have been spending my time working towards the following tasks and issues:

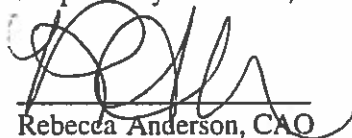
1. **Farmers Market** – Meetings with Farmers Market President, Gordon Murray, and Public Works Lead Hand, Austin Doyle, re regular maintenance and cleanup on Fridays following the market closure, and regarding business licence and liability insurance.
2. **Museum** – Communications with Museum executive and the contractor they have retained for the design of their fireproof building extension (Plan Tech), and also regarding the contract with Canadian Museums Association for the BC/Canada 150 grant received for this project. I attended interviews of the museum guide applicants with Dorothy Dodge and Marie Heaster. A student was hired for the summer (Jaime Sam) as museum guide under the Canada Summer Jobs grant program, as well as a non-student seasonal guide (Tom Peglow).
3. **Bylaws** – working with Council on the drafting of a revised Council Proceedings Bylaw. I am also communicating with TNRD about what is needed to bring us into compliance with the new building legislation (i.e. issuance of building permits), to complete any required revisions by the deadline of December 15, 2017.
4. **Water Project** – The Town Hall meeting on June 6, 2017 was well-attended. Water Project Coordinator, Lonny Miller, and I met with the Director of Facilities for School District 74 to discuss the proposed Right of Way at the Lytton Elementary School property. Lonny prepared an Memorandum of Agreement that has been sent to SD74. We had Badger Daylighting expose a portion of the existing pipeline. Lonny and I met with Lytton First Nation Chief Janet Webster, Councillor Kevin Duncan, Operations Manager Warren Brown, and Land Coordinator Jackie Raphael, regarding the proposed pipeline through IR18 and the issues regarding the Right of Way on LFN land. On June 21<sup>st</sup>, myself, Lonny, and Opus Senior Engineer Julian Haysom, met with representatives from MOTI and from CPR and conducted site visits with each regarding the proposed pipeline route and the Right of Way needed for it. Lonny located James Marshall and we spoke with him regarding the Right of Way proposed through his property. I have received a revised agreement from the BCCWIP Program Administrator, and will respond after reviewing the document. An e-mail has been sent to LFN Band Administrator requesting payment for the SSF Design and seeking written commitment for LFN's contribution to the two new projects. I have received a written request from CPR administration regarding the requested Right of Way for the pipeline, and I am working on a package of information in response to this request.
5. **FireSmart Program** – The FireSmart recognition was held at a BBQ on June 6, 2017. A sign was presented to Mayor Lightfoot, who accepted it on behalf of the FireSmart Board.

6. **Lytton Swimming Pool** – I interviewed and hired another lifeguard, Brianne Duncan. We now have a staff of six lifeguards/swimming instructors – Moriah Wilber, Patashi Pimms (via Canada Summer Jobs program), Lloyd McKay (under Canada Summer Jobs program), Roarke Charlie, Genevieve Bujold, and Brianne Duncan). Our Head Lifeguards (Moriah and Patashi) ensured that junior lifeguards attended an occupational safety session, and then held an in-service session for them. The pool opened on June 30<sup>th</sup>, and hosted a free swim for July 1<sup>st</sup> holiday. The Head Lifeguards have prepared a schedule and are creating and testing some innovative new programs, such as “movie nights” at the pool. Swim lessons are underway, and I have heard some very positive feedback about our instructors. Moriah and I have reviewed the old pool policy manual, and Moriah is now working on rewriting an updated one. There are plans for Moriah and Patashi to hold a National Lifesaving Session to advance or refresh the training of the other lifeguards.
7. **School District 74 – drainage issue at Kumsheen Secondary School** – information was provided to SD74 Director of Facilities regarding the ownership of the property where the damaged drainage system is located.
8. **Public Works** – there is a water leak on the property where the WWTP is located. Staff are working on correcting this. The WWTP also had technical problems that caused an alarm to be triggered, and this took some effort to repair. Staff seized the opportunity of the pipeline being daylighted near the old abandoned pump station on the Old Trans-Canada Highway, and made some repairs at that time (replacing asbestos concrete pipes with PVC pipes). KSS had a break in their water line on June 22<sup>nd</sup>, causing significant water loss, and on June 23<sup>rd</sup> I authorized OT and DT for our staff to deal with this issue. Staff fixed the pump at the pool and reinstalled it. They also painted the pool and also painted the tiles with non-slip coating, installed a sink, and repaired the pony walls in front of the entrances to the change rooms. They are awaiting parts for final repairs to the showers in the men’s change room. Staff continue to have issues at the water intake, with the dam and the gabion basket wall, as there were extraordinary levels of debris with this year’s freshet that caused damage. The debris also damaged the zone meter that regulates our chlorinator, and repairs had to be done to get it working again. There have been problems with the consumption of water, or loss of water due to leaks, causing the top reservoirs to empty faster than the system could refill it. Staff have been working to resolve this problem, to ensure the water is flowing properly. They have been doing the cleanup of the raft takeout themselves, due to the usual contractor being unavailable this year. Austin and I shortlisted and then conducted interviews of applicants for Seasonal Workers, and three have been hired – Brianna Smith-Flamand (student worker under the Canada Summer Jobs program), Charles Taylor (LFN-funded worker) and Taylor Smith (non-student seasonal worker paid solely by the Village).
9. **MTSAs between the Village of Lytton and Lytton First Nation** – I attended a telephone conference with CFO Margaret Stewart, LFN Band Administrator, Rosalin Miles, and Urban Systems Consultant, Sara Stevens on June 8<sup>th</sup> to discuss the draft agreements and the issue of how to best calculate rates payable by LFN. I attended another session on June 15<sup>th</sup>, when it was decided that INAC must communicate directly and be more actively involved in this process. On June 27<sup>th</sup>, a telephone conference was held with Margaret, Lonny, me, Rosalin Miles, Sarah and two officers from Indigenous Affairs (aka INAC), Ted Molyneux and Pardeep Sidhu. I have conducted e-mail communications with Rosalin Miles since then, seeking clarification, and will continue to work on negotiating a final agreement. LFN is in transition with Rosalin Miles resignation as Band Administrator and a replacement being hired.
10. **Preparations for the UBCM Convention** – Council met with MLA Jackie Tegart on June 12<sup>th</sup> to discuss meetings and topics for discussion with provincial government Ministers and staff. I am in

the process of completing the registration forms for each Councillor to attend their preferred sessions at the Convention, and to book the hotels.

11. **Economic Development/Corporate Officer** – Martin Pilar commenced employment as our new Economic Development Officer and Corporate Officer on June 12<sup>th</sup>. He has visited most of our local business owners in town, and has continued to work on the completion of the BR+E surveys. He has met with the Chair of the BR+E Steering Committee and President of the Chamber of Commerce, Bernie Fandrich. He has commenced research on issues arising from the BR+E surveys, such as ESL courses. Martin is working on continuing the work begun on the BR+E. He travelled with Mayor Lightfoot to attend the Gold Country Communities Society meeting, and Council has appointed him as Lytton's second representative to the Society's Board. Martin has conducted preliminary research on vehicle recharging stations (there is one currently installed at the Rest Inn). He has shown enthusiasm and aptitude for bylaw research, generating ideas about reviewing, revising and drafting new bylaws, and how to prioritize this task, and also for bylaw enforcement, taking over from me the investigation and processing of complaints and requests received from residents. Martin is working on the implementation of our Business Façade Improvement Program, and has been communicating with local businesses about funds available to them. He and I visited the site of Northwest Organics freight terminal in preparation for discussions regarding a proposed mattress recycling facility. Martin has been a welcome and valuable addition to our administrative team.
  
12. **General Administrative Tasks** – I processed three new business licence applications during the past month. Our EDO/CO, Martin Pilar, and myself held a telephone meeting with a representative for Northwest Organics, John McCabe, regarding the possibility of rezoning the freight terminal property on the highway to accommodate plans to build a mattress recycling facility there. Council and I processed a request for traffic-control on short notice, for the RCMP and LFN to host a bicycle rodeo. A request was made for support for a Storm Drain Marking program from Kevin Duncan of Nlaka'pamux Tribal Council, and I sent him the form for traffic control, seeking a commitment to having first aid present and liability insurance for the volunteers' protection while working on the street. I completed the Annual Report and it has been submitted to the Ministry. I submitted some additional information requested by the administrators of the Gas Tax Reserve Program's Strategic Priorities Fund as part of our application submitted June 1<sup>st</sup>. I processed four BC One Call tickets. I received a letter from WCB regarding a 2017 claim made against an incident/injury processed originally in 2010. Council and I provided a letter of support to the Legion for their application to the New Horizons program. I met with Ed Senger and granted permission for BC Hydro to clear the undergrowth below the power lines located along the edge of the cemetery. I drafted 2017 raft takeout contracts for Fraser River Rafting and Hyak Rafting and these have been signed; I am working on the property lease for Hyak for the 2017 year. I have completed a Book of Motions for in-camera meetings from 2004 to the present; I continue working on the book for the motions made at Regular Council meetings. We received many applications for the Public Works Seasonal Worker positions, and I followed up with those who were not hired.

Respectfully submitted,



Rebecca Anderson, CAO





Jonathan X. Côté  
Mayor

June 30, 2017

Via Email

Dear Mayor and Council,

I am writing to request your support for three resolutions submitted by New Westminster City Council to UBCM for consideration at the 2017 Convention, regarding 1) addressing homelessness, 2) restorative justice training, and 3) renovictions. The three resolutions follow below:

**1) City of New Westminster resolution regarding addressing homelessness (adopted June 12, 2017)**

*Whereas the homeless population in Metro Vancouver increased by 29.8% between 2014 and 2017.*

*Whereas the federal Homelessness Partnering Strategy has focused its resources on crisis response to the chronically and episodically homeless resulting in those at-risk of homelessness not being eligible for housing support and advocacy services.*

*Whereas municipalities have experienced significant funding cuts to housing outreach, referral and advocacy services, and inadequate senior government funding to address addictions and mental illness are significantly impacting the sheltered and unsheltered homeless population.*

**THEREFORE, BE IT RESOLVED:**

***THAT the Union of BC Municipalities urge the Provincial Government to work collaboratively with the Federal Government to place equal emphasis on homelessness prevention and crisis response, to increase funding for housing outreach, referral and advocacy services, and to provide additional funding to address addictions and mental health.***

RECEIVED  
JUN 30 2017  
VILLAGE OF LYTTON



**2) City of New Westminster resolution regarding Restorative Justice training as a component of Law Enforcement training (adopted June 12, 2017)**

*Whereas Restorative Justice has become a valuable tool in addressing certain criminal activities, by mediating a dialogue between the victim and the offender;*

*And whereas this interaction creates a direct accountability, restitution and apology from the offender;*

*And further whereas this methods of redress reduces the volume of cases before the courts;*

*Therefore be it resolved that senior levels of government mandate that Restorative Justice training become a compulsory component of Law Enforcement training.*

**3) City of New Westminster resolution regarding Renovictions and calling for amendments to the Residential Tenancy Act (adopted June 26, 2017)**

*Whereas the practice of renovictions, by which some landlords evict their tenants under the guise of performing major renovations and then significantly increase the rent of those units, is on the rise in our province; and*

*Whereas this practice is very disruptive to those impacted, including the elderly, low-income families and new immigrants, and contributes to housing unaffordability and homelessness; and*

*Whereas municipalities are limited in their ability to address this issue and many tenants are unaware of their rights or are reluctant to exercise them;*

**THEREFORE, BE IT RESOLVED:**

**THAT** the Union of BC Municipalities urge the Provincial Government to undertake a broad review of the Residential Tenancy Act including, but not limited to, amending the Residential Tenancy Act to:

- *allow renters the right of first refusal to return to their units at a rent that is no more than what the landlord could lawfully have charged, including allowable annual increases, if there had been no interruption in the tenancy;*
- *eliminate or amend fixed-term tenancy agreements to prevent significant rent increases upon renewal; and;*

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- *permit one tenant or applicant to represent and take collective action on behalf of all tenants in a building.*

If you have any questions or would like more information about these resolutions, please contact me at [jcote@newwestcity.ca](mailto:jcote@newwestcity.ca) or 604-527-4522.

Your support is appreciated.

Yours truly,

A handwritten signature in black ink, appearing to be 'Jonathan X. Côté', written in a cursive style.

Jonathan X. Côté  
Mayor





Mayor Jessoa Lightfoot  
Village of Lytton  
380 Main Street  
P.O. Box 100  
Lytton, BC  
V0K 1Z0

June 22, 2017  
**RECEIVED**  
JUN 26 2017  
VILLAGE OF LYTTON

Dear Mayor Lightfoot,

**Re: 4<sup>th</sup> Annual Resource Breakfast Series September 26 to 28, 2017 – Vancouver, BC**

On behalf of the BC Resource Sector, it is my sincere pleasure to offer two of your elected representatives complimentary tickets to the 4<sup>th</sup> Annual *Resource Breakfast Series*. The event will be hosted September 26 - 28, 2017, in Vancouver, BC during the annual Union of BC Municipalities' (UBCM) convention. The breakfasts take place from 7:00 am to 8:30 am and feature three key sectors including mining, energy, and forestry, in a friendly, relaxed and casual atmosphere. These breakfast events provide an excellent opportunity to network and receive brief updates on the resource sector's role in our provincial economy. It is also a fantastic chance to meet representatives from the resource sector and the generous sponsors.

The *Resource Breakfast Series* has become a must-attend event with sellout crowds each day. We encourage you to reserve your complimentary ticket early, as we sell out every year. This year, we are restructuring the program to make it even more informative, engaging and beneficial. We are committed to developing the event and want to keep it fresh and interesting. Therefore, we are introducing a new panel format which will include inviting the respective Minister, a resource sector business leader, and a local Mayor to engage in a constructive dialogue about the future of BC's resource sector. This diverse panel structure will ensure we share a variety of perspectives. As was the case last year, there will be broad representation from Mayors, Councillors, MLAs, resource sectors and association sponsors from across the province. These breakfasts present an excellent opportunity to meet, network, and learn first-hand the latest news about BC's important resource sector.

**Event Details:**

**Dates:** Tuesday, September 26, 2017 - *Mining Sector Breakfast*  
Wednesday, September 27, 2017 - *Energy Sector Breakfast*  
Thursday, September 28, 2017 - *Forest Sector Breakfast*

**Time:** 7:00 am-8:30 am

**Invited Guests:** MLAs, Mayors, Councillors, Association & Resource Sector Leaders

**Style:** Plated breakfast

**Location:** Terminal City Club – 837 West Hastings Street, Vancouver, BC

**Cost:** No charge, hosted breakfast

**Attire:** Business casual

408 – 688 West Hastings Street (604) 343-4847  
Vancouver, British Columbia info@c3alliancecorp.ca  
V6B 1P1, Canada www.c3alliancecorp.ca



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Seating is limited and will be assigned on a first-come, first-served basis. To support and encourage a broad spectrum of leaders from across the Province, we are limiting local government seats to two per Municipal Council or Regional District at any or all of the breakfasts. Please RSVP to [info@c3alliancecorp.ca](mailto:info@c3alliancecorp.ca) and specify which event(s) you would like your representatives to attend. There is great demand for these popular events, therefore, we respectfully encourage you to request tickets to only the breakfasts you have an interest in attending and are available for. Also, please note, tickets are non-transferable.

We look forward to seeing you at the 4<sup>th</sup> Annual *Resource Breakfast Series*.

Kind regards,



Dan Jepsen, RPF  
President & CEO  
C3 Alliance Corp. – *Resource Breakfast Series* Manager



# School District No. 74 (Gold Trail)

PO Box 250, Ashcroft, BC V0K 1A0  
Phone: 250 453 9101 FAX: 250 453 2425  
[www.sd74.bc.ca](http://www.sd74.bc.ca)



RECEIVED

JUN 29 2017

VILLAGE OF LYTTON

June 27, 2017

Mr. J. A. Chute  
PO Box 86  
Lytton, BC V0K 1Z0

Dear Mr. Chute:

**RE: Letter regarding schools in Lytton**

Thank you for your letter dated June 8<sup>th</sup> 2017 regarding the schools in Lytton. As the Board of Education does not meet during the summer months, their next scheduled meeting is September 5, 2017. We will provide trustees with a copy of your letter now and it will also be attached to the September board meeting agenda for discussion by the Board.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lynda Minnabariet".

LYNDA MINNABARRIET  
Secretary Treasurer

cc: T. Downs, Superintendent

LEARN

*Honour • Discover • Achieve*

FOR LIFE

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**FIRST  
NATIONS  
SUMMIT**

**Regional  
Community to  
Community Forum**

Administration provided  
by UBCM and First  
Nations Summit

Funding provided by the  
Ministry of Community,  
Sport & Cultural  
Development

Please direct all  
correspondence to:

Local Government  
House  
525 Government Street  
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca  
Phone: (250) 356-2947

**RECEIVED**  
**JUN 21 2017**  
**VILLAGE OF LYTTON**

June 15, 2017

Mayor Lightfoot and Council  
Village of Lytton  
P.O. Box 100  
Lytton, BC, V0K 1Z0

**RE: Completion of 2016/17 (Spring) Community to Community  
Forum**

Dear Mayor and Council,

Thank you for submitting the final report and financial summary for the Village of Lytton's Community to Community Forum events held on September 22 and November 3, 2016 and March 30, 2017.

It is clear the event achieved the goals of the Regional Community to Community Forum Program and the objectives of the participants, including the Lytton First Nation.

The final report notes a total eligible expenditure of \$4,688.58. Based on this, a cheque in the amount of \$2,344.29 will be issued shortly under separate cover. This cheque represents full payment of the grant and is based on 50% of the eligible expenditures.

On behalf of the Union of BC Municipalities and the First Nations Summit, I would like to congratulate the Village of Lytton on the success of your event and hope that you will consider applying under this program again in the future.

Sincerely,

Danyta Welch  
Policy & Programs Officer

cc: *Rebecca Anderson, CAO, Village of Lytton*





## VILLAGE OF LYTTON

PO Box 100, 380 Main Street, Lytton, BC V0K 1Z0  
P: 250-455-2355 F: 250-455-2142  
hotspot@lytton.ca

June 22, 2017

Sent via regular mail

New Horizons for Seniors  
1 - 6712 Fisher St SE  
Calgary, Alberta  
T2H 2A7

To Whom It May Concern:

RE: Funding Application for the Lytton Branch of the Royal Canadian Legion

I write on behalf of the Mayor and Council for the Village of Lytton, who wish to express their support for the funding application submitted to the New Horizons Program for improvements to the Lytton Branch of the Royal Canadian Legion. The Legion is an integral part of our community, actively contributing to the social well-being of our residents. Many public and special events are hosted at the Legion. The proposed improvements would increase the security of the building, and would also improve the meeting space at which community members gather on a regular basis.

Sincerely,

A handwritten signature in black ink, appearing to be "Rebecca Anderson".

Rebecca Anderson  
Chief Administrative Officer  
Village of Lytton

Tel: (250) 455-2355  
Fax: (250) 455-2142  
E-mail: cao@lytton.ca



# VILLAGE OF LYTTON

## Cheque Listing For Council

2017-Jul-4  
4:25:55PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20162549	2017-06-20	BADGER DAYLIGHTING LP	AR00163650 AR00163979	PAYMENT HYDROVAC - 2 MAN CREW- N=M HYDROVAC - 2 MAN CREW - JUN	3,202.50 3,793.13	6,995.63
20162550	2017-06-20	BDO Canada LLP	88949128	PAYMENT FINAL INVOICE 2016 AUDIT	16,012.50	16,012.50
20162551	2017-06-20	CANADIAN PACIFIC RAILWAY (CAN2549)	14JUNOPUS	PAYMENT UTILITY CROSSING AGREEMEN	2,205.00	2,205.00
20162552	2017-06-20	COMMERCIAL AQUATIC SUPPLIES	144004	PAYMENT SWIMMING SUPPLIES	951.00	951.00
20162553	2017-06-20	ICSCLEAN SUPPLIES LTD.	100283	PAYMENT GLOVES/SANITIZER/GARBAGE E	284.09	284.09
20162554	2017-06-20	KAMLOOPS OFFICE SYSTEMS	IN00148547 IN00148621 IN00148838	PAYMENT PAPER / USB BATTERIES / KEY TAGS CLIPBOARDS	85.03 43.17 15.09	143.29
20162555	2017-06-20	LOOMIS EXPRESS	6973661	PAYMENT SHIPPING CHGS TO ALS LABS /	162.89	162.89
20162556	2017-06-20	LYTTON CHAMBER OF COMMERCE	16JUNE2017	PAYMENT 2017 FEE FOR SERVICE AS PER	6,000.00	6,000.00
20162557	2017-06-20	MAW, PATRICK	5583	PAYMENT REPAIRS TO PUMP (POOL)	495.05	495.05
20162558	2017-06-20	NU-TECH SAFETY LTD.	91715	PAYMENT OXYGEN CYLINDER FOR POOL	325.00	325.00
20162559	2017-06-20	PILAR, MARTIN	19MAY2017	PAYMENT MILEAGE FOR ED DEV. INTERVI	198.85	198.85
20162560	2017-06-20	SOUTHERN INTERIOR LOCAL GOVT ASSC	15JUNE2017	PAYMENT 2017-2018 SILGA MEMEBERSHIP	173.22	173.22
20162561	2017-06-20	STEWART, MARGARET	15JUN2017	PAYMENT GFOA CONFERENCE - VICTORIA	1,657.87	1,657.87
20162562	2017-06-20	SUPERIOR PROPANE INC.	16001286	PAYMENT SERVICE CONTRACT	39.90	39.90
20162563	2017-06-20	YELLOW PAGES GROUP	2504552355	PAYMENT BC MUNICIPAL GOVT SECTION -	6.30	6.30
20162578	2017-06-29	ACKLANDS GRAINGER INC.	9471486721	PAYMENT SHOP SUPPLIES - TAPE/BATTEF	745.18	745.18
20162579	2017-06-29	ADVANCED EXCAVATING & UTILITIES	19JUNE2017	PAYMENT REIMBURSEMENT FOR BULK W/	72.60	72.60
20162580	2017-06-29	ALS CANADA LTD	E1507046 E1529353 E1531146	PAYMENT WWTP ANALYSIS WATER ANALYSIS WATER ANALYSIS	124.16 431.56 431.56	987.28
20162581	2017-06-29	ANDREW SHERET LIMITED	12-036364 12-036395	PAYMENT TOOLS, PARTS PARTS - FITTINGS ETC	349.23 74.71	423.94
20162582	2017-06-29	BC HYDRO	400002836460	PAYMENT MONTHLY HYDRO CHGS	2,258.79	2,258.79
20162583	2017-06-29	CANADIAN UNION OF, PUBLIC EMPLOYEES	23JUNE2017	PAYMENT MONTHLY CUPE DUES	397.97	397.97
20162584	2017-06-29	CORIX WATER PRODUCTS	10716061933	PAYMENT 1 1/2 " BALL CURB NL	217.35	217.35
20162585	2017-06-29	DALING, ARNOLD		PAYMENT		1,837.50

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# VILLAGE OF LYTTON

## Cheque Listing For Council

2017-Jul-4  
4:25:55PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20162585	2017-06-29	DALING, ARNOLD	31MAY2017	EXTERIOR TRIM PAINTED AT ML	1,837.50	1,837.50
20162586	2017-06-29	ICSCLEAN SUPPLIES LTD.	101341	PAYMENT SHOP SUPPLIES	288.47	288.47
20162587	2017-06-29	KAMLOOPS OFFICE SYSTEMS	IN00149154	PAYMENT EDO OFFICE SUPPLIES	262.06	262.06
20162588	2017-06-29	LORDCO PARTS LTD.	320651 922271 925193	PAYMENT PARTS PARTS PARTS	673.95 18.01 479.04	1,171.00
20162589	2017-06-29	LYTTON FIRE RESCUE	30MAY2017	PAYMENT MONTHLY PRACTICES AND CAL	381.50	381.50
20162590	2017-06-29	MACINTYRE, DENISE	26JUNE2017	PAYMENT WATER/GATORADE - LAMINATE	75.83	75.83
20162591	2017-06-29	MINISTER OF FINANCE	22JUN2017	PAYMENT MSP PREMIUMS FOR JULY	600.00	600.00
20162592	2017-06-29	MINISTER OF FINANCE, MINISTRY OF TRANSPC	2017742	PAYMENT 1/4LY STREET LGHTS COST SH/	22.89	22.89
20162593	2017-06-29	MUNICIPAL INFORMATION SYSTEMS INC.	20170504	PAYMENT MONTHLY SUPPORT FOR JULY	525.75	525.75
20162594	2017-06-29	PACIFIC BLUE CROSS	489584	PAYMENT PREMIUMS FOR JULY 2017	2,197.06	2,197.06
20162595	2017-06-29	PHILLIPS, JASON	A0028713	PAYMENT PRESCRIPTION FOR BA GLASSE	147.00	147.00
20162596	2017-06-29	PITNEY BOWES	3200486048	PAYMENT POSTAGE METER LEASE	78.96	78.96
20162597	2017-06-29	SCOTIABANK VISA	14Ju2017 14Jun2017 14JUNE17 17J2017 17Ju2017 June 14 June14	PAYMENT MONTHLY CHARGES MONTHLY CHARGE MONTHLY CHARGES MONTHLY CHARGES MONTHLY CHARGES MONTHLY CHARGES MONTHLY CHARGES	372.23 137.48 169.05 132.67 1,119.98 299.25 40.43	2,271.09
20162598	2017-06-29	SUPERIOR PROPANE INC.	16108251	PAYMENT POOL PROPANE	1,735.25	1,735.25
20162599	2017-06-29	SWAN, MICHELE	26June2017	PAYMENT MONTHLY JANITOR CHARGES	500.00	500.00
20162600	2017-06-29	TELUS	17JUN2017	PAYMENT MONTHLY CHGS - CELL PHONE!	206.25	206.25
20162601	2017-06-29	TELUS COM.	17June2017	PAYMENT MONTYHLY PHONE CHARGES	797.53	797.53
20162602	2017-06-29	THOMPSON NICOLA REGIONAL DISTRICT	18828	PAYMENT MONTHLY BUILDING LOAN FOR	1,139.30	1,139.30

**Total 54,991.14**

\*\*\* End of Report \*\*\*





COPY

RECEIVED

JUN 27 2017

Village of Lytton

# LYTTON FIRE-RESCUE

## Emergency Call 911



### Month End Report

Month of May 2017

#### PRACTICES:

Date	Number of Persons	Subject
Started to	do half hour of fitness at	practices
05/04/2017	6	(PT) Looked over the trucks and washed
05/11/2017	8	(PT) Re Organized rescue truck Familiarization with location and equipment
05/18/2017	8	(PT) Helped LES with Funfair Night
05/25/2017	9	(PT) Moved Wooden Ties to the Holding Tank

#### RESPONSE

Date	Number of Persons	Extra Hours	Location	Vehicle	Responses #
05/03/2017	5	1.25	MVI Above House #2824 Botanie road	R-1	VLV17-00034
05/10/2017	3		Commercial Fire Alarm 575 Mn st.	E-1	VLV17-00038
05/23/2017	4		Lines Down 973 Mn st	E-1	VLV17-00042

May 2017

First Responder Calls

006

Total Year

First Responder Calls

020

Acct.# 1122453200 Practice		\$200.00
Acct # 1122553100 (PEP responses)	5X \$12.00	\$60.00
Extra Hours	6.25 X \$6.00	\$37.50
Acct # 1122453100 (Fire responses)	7X \$12.00	\$84.00
Extra Hours	0X \$6.00	\$0.00
	<b>TOTAL</b>	<b>\$381.50</b>

  
Fire Chief: Jason Phillips

P.O. Box 100, 500 Fraser Street, Lytton, B.C. V0K 1Z0

Non-Emergency Phone: 250-455-2393

Fax Line: 250-455-2393

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