



**Village of Lytton
Minutes
Regular Council Meeting
Council Chamber, 380 Main Street, Lytton, BC
7:00pm Monday January 23, 2017**

IN ATTENDANCE:

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

STAFF:

CAO Rebecca Anderson
Water Project Coordinator Lonny Miller
Administrative Assistant Annette Turley

PUBLIC: Peggy Chute (left meeting at 9:13pm)

1) **CALL TO ORDER** – Mayor Lightfoot at 7:00 pm

2) **ADOPTION OF AGENDA**

17/15 Moved, Seconded by Councillors Hay/Polderman THAT the agenda be adopted as presented.

CARRIED

3) **ADOPTION OF MINUTES**

(a) Minutes of the Regular Council Meeting January 9, 2017

(b) Minutes of October 31, 2016 Water Advisory Committee

(c) Minutes of the January 13, 2017 Committee of the Whole

17/16 Moved, Seconded by Councillors Hay/Smith THAT items 3) (a), (b), and (c) be adopted as amended.

CARRIED

4) **DELEGATIONS** – None

5) **ADMINISTRATIVE MATTERS**

(a) Mayor Lightfoot – Committee appointments

**Audit and Finance Committee
Policy and Planning Committee
Public Works/Utilities Committee**

17/17 Moved, Seconded by Mayor Lightfoot and Councillor Hay THAT Council establishes the above noted Committees as Committees of the Whole, and THAT all Councillors are appointed by Mayor Lightfoot.

CARRIED

(b) Appointment of Deputy Mayor

17/18 Moved, Seconded by Councillors Polderman/Hay THAT Council approves Councillor Callewaert-Haugen for Deputy Mayor from January 1, 2017 – March 31, 2017,
and THAT Councillor Hay for Deputy Mayor from April 1, 2017 – June 30, 2017,
and THAT Councillor Polderman for Deputy Mayor from July 1, 2017 – September 30, 2017,
and THAT Councillor Smith for Deputy Mayor from October 1, 2017 – December 31, 2017.

CARRIED

(c) Appointment of TNRD Alternate

(d) Appoint representative Lytton Museum and Archives Commission

(e) Appoint representative to Gold Country Communities Society (additional info provided)

Mayor Lightfoot directed staff to table items 5) (c) through (e) so more information can be gathered and THAT they be brought back to the next Regular Council Meeting February 14, 2017.

6) CORRESPONDENCE

a) Action Items:

- i. Margaret Hohner, Community Coordinator TRU – Circle Route Ad partnership proposal

17/18 Moved, Seconded by Councillors Polderman/Smith THAT Mayor and Council forgo this opportunity.

CARRIED

- ii. Lytton River Festival –Request for support for NDIT Funding Application \$2,500.00

17/19 Moved, Seconded by Councillors Hay/Polderman THAT Village of Lytton Mayor and Council supports the application to Northern Development Initiative Trust from the Lytton River Festival for a grant of up to \$2,500.00 for the Lytton River Festival from the Northern Development account.

CARRIED

- iii. FCM – Canada 150 Community Leaders

17/20 Moved, Seconded by Councillors Hay/Smith THAT Council for the Village of Lytton designates Mayor Lightfoot as our Community Leader to represent our municipality to the Canada 150 Community Leaders Network.

CARRIED

b) Information Items

- i. TNRD – Review of Solid Waste Management Plan (RSWMP)
ii. UBCM – Completion of Fuel Management Project (SWPI-494: Polygon 4 Operational Treatment, 2015).
ii.2 UBCM – Completion of Fuel Management Project (SWPI-418: Polygon 5 Operational Treatment 2014)
iii. NDIT – 2017 Grant Writing Support Funding
iv. Weir-Jones Engineering Consultants – ShakeAlarm Earthquake Early Warning System

c) Correspondence Log – List attached

d) Outgoing Mail Log

- i. CAO Rebecca Anderson email to Gerson Neiva – Re: Asset Management Project.
ii. Outgoing Mail List attached

17/21 Moved, Seconded by Councillors Polderman/Hay THAT the above noted correspondence be received and filed.

CARRIED

7) ADMINISTRATIVE REPORTS

- (a) CAO Rebecca Anderson – CAO Report

17/22 Moved, Seconded by Councillor Polderman and Mayor Lightfoot THAT the CAO monthly report for December 13, 2016 to January 16, 2017 be received for information. **CARRIED**

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

17/23 Moved, Seconded by Councillors Polderman/Smith THAT Council receive and file for information Mr. Miller's Water project update. **CARRIED**

(c) Application for Infrastructure Planning Grant Program

17/24 Moved, Seconded by Councillor Hay and Mayor Lightfoot THAT Council support the application to the Infrastructure Planning Grant Program to be submitted to the Ministry of Community, Sport and Cultural Development, for funds to obtain the Village of Lytton Water and Sewer Utility Lifecycle Practices Assessment, as described in the proposal by Opus dated March 18, 2016. **CARRIED**

(c) 2. Application for Infrastructure Planning Grant Program (water conservation)

17/25 Moved, Seconded by Councillors Hay/Smith THAT Council support the application to the Infrastructure Planning Grant Program to be submitted to the Ministry of Community, Sport and Cultural Development, for funds to obtain a current Water Conservation Plan. **CARRIED**

OPPOSED Councillor Polderman

(d) Application for 2017 FireSmart Program (to be distributed at meeting)

17/26 Moved, Seconded by Councillor Polderman and Mayor Lightfoot THAT Council supports the current proposed activities as described in the 2017 FireSmart grant application, and is willing to provide overall grant management to the FireSmart Program. **CARRIED**

8) TREASURER/CORPORATE OFFICER REPORT

(a) Cheque listing for Council January 6 – January 16, 2016

17/27 Moved, Seconded by Councillors Hay/Polderman THAT the cheque listing be received and filed. **CARRIED**

9) PUBLIC WORKS REPORT

(a) Public Works Lead Hand, Austin Doyle – December Report

17/28 Moved, Seconded by Councillors Polderman/Smith THAT Public Works report for the month of December be received and filed for information. **CARRIED**

10) FIRE DEPARTMENT REPORT – None

11) BYLAWS/POLICIES

(a) Fees & Charges Bylaw No. 689, 2017

17/29 Moved, Seconded by Councillors Hay/Smith THAT the Village of Lytton Fees & Charges Bylaw No. 689, 2017 be read a first and second time. **CARRIED**

12) COUNCIL REPORTS

(a) Mayor Lightfoot

Mayor Lightfoot reported on the latest NDIIT meeting she attended in Kamloops.

(b) Councillor Callewaert-Haugen

No report

(c) Councillor Hay

Councillor Hay reported on the Business Retention workshop he and Councillor Polderman attended in Merritt recently.

(d) Councillor Polderman

Councillor Polderman expanded on Mr. Hay's report adding that there are about two hundred major investments and there are 39,000 groups trying to secure them. Therefore the odds of getting major investments are slim. Mr. Polderman stated that he learned at the workshop that 90 percent of new business opportunities are created by existing businesses in the area. What creates and keeps business are relationships. The relationship is between the Council, Economic Development Officer and the businesses in town. Experience in other places is that it takes time to create these good productive relationships. Therefore it is Councillor Polderman's opinion that Lytton is not ready for an EDO unless we have a long term plan.

(e) Councillor Smith

Nothing to report

Mayor Lightfoot left the meeting at 9:50pm

17/30 Moved, Seconded by Councillors Polderman/Smith THAT the Council Reports be received and filed.
CARRIED

13) OTHER BUSINESS ("Business Arising")

(a) – Committee of the Whole recommendation to include November 25th proposal (engineering fees by Opus) in the MMCD Contract

17/31 Moved, Seconded by Councillors Polderman/Smith THAT Council approves the addition of the engineering fees proposed by Opus in their letter dated November 25, 2016, in the MMCD contract in the amount of \$45,041.00 making the total project \$394,013.00.
CARRIED

14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST

- MTSA Meeting with LFN @ 1:00pm, Thursday, January 26th @ Village Council Chambers.
- Chamber of Commerce Dinner on Saturday January 28, 2017 (tickets available at Village Office)
- Governance Session for Council with Gordon McIntosh Thursday February 2, 2017 8:30am – 4:30pm @ Village Council Chambers

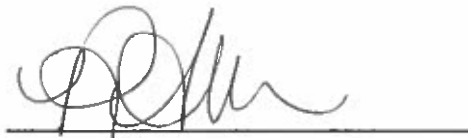
15) IN-CAMERA

16) ADJOURNMENT

17/32 Moved by Councillor Polderman THAT the meeting adjourn at 10:13pm.



Mayor Jesso Lightfoot



Corporate Officer Rebecca Anderson