



**Village of Lytton
Regular Council Meeting
MINUTES
Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday, February 7, 2018**

IN ATTENDANCE:

Mayor Lightfoot
Councillor Hay
Councillor Smith
Councillor Polderman
Councillor Callewaert-Haugen

STAFF:

CAO, Rebecca Anderson

PUBLIC:

Leif Douglas, Cole Hickson, Jennifer Thoss

- 1) **CALL TO ORDER** – Mayor Lightfoot at 7:00 pm
- 2) **ADOPTION OF AGENDA & ADDITION OF LATE ITEMS**

18-29 Moved, Seconded by Councillors Hay, Polderman THAT the agenda be adopted as amended to add the following late items:

- item 7(e) – Letter from 2 Rivers Remix Society re indigenous music festival;
- item 10(a)(iii) – Report to Council from Jennifer Thoss re Lytton U13 soccer team;
- item 10(a)(iv) – Email from Ed Senger re draft funding application for 2018 SWPI Operation Fuel Treatment Project; and
- item 14(c) – draft funding application for 2018 FireSmart Program.

CARRIED

- 3) **DELEGATIONS**

- (a) Presentation by Leif Douglas and Cole Hickson, members of the Thompson River University Student Union

When compared to the average funding provisions to post-secondary institutions in BC, the TRU Student Union calculations indicate that TRU has been underfunded by \$80 million during the past five years. Mr. Douglas and Mr. Hickson discussed the funding formula – targeted per-student funding as compared to actual per-student funding at TRU. The TRU Student Union are seeking to have the provincial government re-evaluate the TRU funding formula. Members of the TRU Student Union are travelling to communities served by TRU to present the funding situation and seek support. Mr. Douglas will provide a template letter for Council's consideration.

- 4) **ADOPTION OF MINUTES**

- (a) Minutes of the Special Council Meeting of January 16, 2017

18-30 Moved, Seconded by Councillors Hay, Smith THAT the Minutes of the Special Council Meeting of January 16, 2018 be adopted as amended to correct the list of Councillors in attendance. **CARRIED**

(b) Minutes of the Regular Council Meeting of January 22, 2017

18-31 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT the Minutes of the Regular Council Meeting of January 22, 2018 be adopted as presented. **CARRIED**

5) BUSINESS ARISING

(a) SILGA Resolution – Report by Mayor Lightfoot

18-32 Moved, Seconded by Councillors Hay Polderman THAT Council endorses the SILGA Resolution to return to a three-year term of office. **CARRIED**

(b) Caring For Our Children Press Release – Response to SD # 74 Lytton K-12 Consultation Process Update

Council directed staff to post the Press Release to the Village website.

(c) BC Hydro Community ReGreening Program – CAO, Anderson

CAO Anderson reported that the program administrator advised that the program does not cover the costs of planting shrubbery; only trees are an eligible expense. We do not have need of trees at this time sufficient to require grant funding. It was decided to forego this funding opportunity at this time, and to watch for an alternative program that is better suited to the needs of the Village.

(d) Partnership agreement with Lytton First Nation – Urban Systems documents distributed to Council by email (RE Lytton water System Upgrade)

Council directed staff to resend the documents to Council via e-mail.

(e) 2 Rivers Remix Society – Letter from the Society's executive requesting financial and in-kind support for the music festival scheduled for May 18-19, 2018.

18-33 Moved, Seconded by Councillors Hay, Smith THAT Council supports the application to NDIT from the Two Rivers Farmers Market Association for a grant of up to \$2,500.00 for the 2 Rivers Remix festival, from the Cariboo-Chilcotin/Lillooet Region. **CARRIED**

Council postponed the remainder of the request from 2 Rivers Remix Society to the next Regular Council meeting scheduled for February 28, 2018.

6) REPORTS FROM STAFF

(a) CAO

- i. Form for applications to Council re access to locate temporary traffic control devices on Village streets. This form is now being used for all organizations and events that require use of the Village's roads and traffic control for road closures.

- ii. Grant applications: We submitted a final reports to NDIT for the 2017 Economic Development Capacity Building Program, to SWPI for 2017 FireSmart Project, to SWPI for the 2016 Prescription, to BC Museums Association for the BC/Canada 150 Project; and we requested an extension for the final report due to UBCM for the 2017 Age-friendly Communities Project. We have also submitted applications to NDIT for the Community Foundation Matching Grants program, the 2018 Economic Development Capacity Building Program, and the Local Government Internship Program; to FCM for the Asset Management Program; to SWPI for the 2018 FireSmart Program and for the 2018 Operational Fuel Management Project; to UBCM for the 2018 C2C Forum Program and the 2018 Age-friendly Communities Program. There is another grant for which a public announcement is pending.
 - iii. The C2C Forum meeting remains a work in progress. The intention of the session is to discuss fire protection services provided to neighbouring communities, and beyond the sharing of operational costs, the sharing of capital costs needs to be considered (i.e. replacing the fire engine, a new fire hall, etc.).
 - iv. MTSA's and partnership agreement – the MTSA's have been drafted since July 2017 and have been provided to LFN along with invoices for fire protection services (LFN, Siska and Skuppah), sanitary sewer services (LFN) and water services (LFN). Urban Systems continue working with the Village and LFN on the drafting of the partnership agreement.
- (b) CFO – Village of Lytton Community Fund Report dated February 7, 2018; draft Deed of Gift and draft Letter of Agreement between Village of Lytton and BC Interior Community Foundation

18-34 Moved, Seconded by Councillors Hay, Polderman THAT Council give direction to sign the Deed of Gift and Letter of Agreement approving the transfer from reserves of \$50,000.00 to the Interior Community Foundation for the purpose of establishing the Village of Lytton Community Fund and securing the matching funds from NDIT.

**CARRIED
OPPOSED: Mayor Lightfoot**

- (c) Corporate Officer – No Report
- (d) Economic Development Officer – No Report
- (e) Public Works – No Report
- (f) Fire Rescue – Month End Report for November and December 2017

7) **BYLAWS, POLICIES & RESOLUTIONS** – None

8) **CORRESPONDENCE**

(a) **Incoming Correspondence for Action**

- i. Village of Clinton – Invitation to 2018 Clinton Annual Parade. No action taken.
- ii. Sgt. Curtis Davis, Lytton RCMP Detachment – RCMP Annual Performance Plan for 2018/2019. Sgt Davis provided a copy of the 2015 plan and requested input from Council in preparing the 2018/2019 plan. Mayor Lightfoot took note of Council's concerns and will bring them forward at her meeting with Sgt. Curtis scheduled for February 21, 2018.

- iii. Jennifer Thoss – Report to Council dated February 5, 2018 requesting financial support for Lytton U13 coed soccer team for the 2018 league season. Council postponed this matter to the next Regular Council Meeting scheduled for February 28, 2018.
- iv. E-mail from Ed Senger, Landscape Consulting Corporation, dated February 5, 2018 – draft Village of Lytton funding application to SWPI for 2018 Operational Fuel Treatment project.

18-35 Moved, Seconded by Mayor Lightfoot, Councillor Hay THAT Council supports the activities proposed in the 2018 Application Form of the SWPI's Operational Fuel Treatment and Maintenance Program and will provide overall grant management.

CARRIED

(b) Correspondence for Information

- i. Don Hauka, New Pathways to Gold Society – Invitation to 10th Anniversary Celebration April 14-15, 2018 in Lytton.
- ii. St. Bartholomew's Health Care Auxiliary – Update Letter
- iii. NDIT – Lytton Community Foundation Community Foundation Matching Grants Program approval letter
- iv. TNRD – January 18, 2018 Issue of the Current
- v. Two Rivers Community Services Society – Regular Meeting Minutes January 9, 2018
- vi. FCM – Comprehensive Asset Management Implementation application of up to \$50,000.00 approval letter.
- vii. Lytton First Nation – Fuel Management SWPI Application
- viii. NDIT – 2017 Grant Writing Support Program letter sent with \$8,000.00 cheque
- ix. UBCM – 2018 Age Friendly Communities Stream 1 – Grant approval of \$14,860.00.
- x. Shuppah Band – Fuel Management SWPI Application
- xi. Kelly Johnston, Partners in Protection Association – approval of Lytton
- xii. David Chong – Age Friendly Seniors Housing Committee letter followed by letter or response

(c) Correspondence List – List provided to Council.

(d) Outgoing Correspondence – List provided to Council.

18-36 Moved, Seconded by Councillors Hay, Polderman THAT Council receive the above-noted correspondence for information and filing. **CARRIED**

9) REPORT FROM MAYOR

On January 24, 2018, Mayor Lightfoot attended the luncheon meeting with BC Interior Community Foundation representatives. She also attended the Education Committee Meeting hosted by Lytton First Nation. On January 26, 2018, she chaired the Special Council Meeting.

On February 5, 2018, Mayor Lightfoot participated in the school meeting hosted by Lytton First Nation, followed by the community education meeting held at the Village of Lytton Council Chambers. On February 6, 2018, she chaired the Committee of the Whole Public Works & Utilities Meeting.

On March 13th, from 3:00-4:30 p.m., our MP Jati Sidhu will be here to meet with community members.

10) COUNCIL REPORTS

(a) Councillor Hay

Councillor Hay presented draft Terms of Reference for the DL225 Land Advisory Committee. Council discussed the role of the select committee in making recommendations to Council and as representatives of the community.

18-37 Moved, Seconded by Councillors Hay, Smith THAT Council accepts the DL225 Land Advisory Committee Terms of Reference as amended to change the word “negotiate” to “discuss”.

CARRIED

OPPOSED: Mayor Lightfoot

18-38 Moved, Seconded by Councillors Hay, Smith THAT Jim McMillan be appointed as a member of the DL225 Land Advisory Committee.

CARRIED

(b) Councillor Smith

Councillor Smith attended the Lytton Community Water Committee meeting held January 24th with LFN. He also attended the Committee of the Whole Public Works & Utilities Meeting held February 6, 2018. He also attended the annual dinner held by the Chamber of Commerce. He will be attending the Flood Mitigation workshop that is being held by the Fraser Basin Council.

(c) Councillor Polderman

Councillor Polderman attended the BC Interior Community Foundation Meeting on January 24th, and the Lytton Community Water Committee meeting held January 30th with LFN, and the Committee of the Whole Public Works & Utilities Meeting. He enjoyed the Chamber of Commerce annual dinner. He will be attending the Flood Mitigation workshop that is being held by the Fraser Basin Council.

(d) Councillor Callewaert-Haugen

Councillor Callewaert-Haugen was disappointed to miss the meetings. She was displaced from her home due to broken water line, and the baby was not sleeping well due to illness.

18-39 Moved, Seconded by Councillors Callewaert-Haugen, Polderman THAT the Council reports be received.

CARRIED

11) REPORTS FROM COMMITTEES OF COUNCIL & COMMISSIONS – No reports.

12) NEW BUSINESS

(a) Scheduling of a COTW Policy and Procedure Meeting – Council scheduled the meeting for Tuesday, March 13, 2018. Topics are to include the Building bylaw, Conflict of Interest and Ethics Policy, and the Council Remuneration Bylaw.

(b) Draft February 2018 Intake Application Form prepared by Grant Writer Tawnya Collings for the FireSmart Planning & Activities Grant Program, Strategic Wildfire Prevention Initiative.

18-40 Moved, Seconded by Mayor Lightfoot, Councillor Callewaert-Haugen THAT Council supports the current proposed activities as described in the February 2018 Intake Application

Form for the FireSmart Planning & Activities Grant Program of the Strategic Wildfire Prevention Initiative, AND THAT Council is willing to provide overall grant management.

CARRIED

13) **CALENDAR OF EVENTS**

- New Pathways to Gold 10th Anniversary Celebration in Lytton: April 14-15, 2018
- May 26, 2018: 2018 Clinton Annual Parade
- Nominations for Candidates seeking election to municipal Council: September 4-14, 2018
- Municipal Election Date: October 20, 2018

14) **IN-CAMERA**

18-41 Moved, Seconded by Councillors Polderman, Smith THAT in accordance with Section 90(1)(k) and 90(2)(b) of the *Community Charter*, this portion of the meeting is closed to the public, AND THAT Council move into an in-camera session at 9:45 p.m. **CARRIED**

Council resumed the Regular Council Meeting at 9:59 p.m.

15) **ADJOURNMENT**

18-42 Moved, Seconded by Councillors Polderman, Callewaert-Haugen THAT the meeting adjourn at 10:00 p.m. **CARRIED**



Mayor Jesso Lightfoot



CAO + Corporate Officer Rebecca Anderson