



**Village of Lytton
Minutes
Regular Council Meeting
Council Chamber, 380 Main Street, Lytton, BC
7:00pm Monday March 13, 2017**

IN ATTENDANCE:

Mayor Lightfoot
Councillor Hay
Councillor Polderman
Councillor Smith

ABSENT WITH NOTICE

Councillor Callewaert-Haugen

STAFF:

CAO, Rebecca Anderson
CFO, Margaret Stewart
EDCO, Andrew Schaer
Water Project Coordinator, Lonny Miller
Administrative Clerk, Annette Turley

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

2) **ADOPTION OF AGENDA**

Additional late item: 6(a)(ii) Two Rivers Community Services Society – Asking for a letter of support for a misting bar cooling station to be installed within the Village for upcoming hot summer months.

17/61 Moved, Seconded by Councillors Hay/Polderman THAT the agenda be adopted as amended to include late item 6(a)(ii): Two Rivers Community Services Society – Asking for a letter of support to install a misting bar cooling station in the Village for the upcoming hot summer months.

CARRIED

3) **ADOPTION OF MINUTES**

- (a) Minutes of the Regular Council Meeting February 14, 2017.
- (b) Minutes of the Regular Council Meeting February 27, 2017
- (c) Minutes of the Committee of the Whole March 1, 2017.

17/62 Moved, Seconded by Councillors Hay/Polderman: THAT item (a) Minutes of the Regular Council Meeting February 14, 2017 be adopted as amended - motion # 17/41 amended to read: "Moved, Seconded by Councillors Hay/Callewaert-Haugen THAT the CAO report to Council be received and filed" instead of: "Moved, Seconded by Councillors Hay/Callewaert-Haugen THAT the CFO report to Council be received and filed"; AND THAT items (b) Minutes of the Regular Council Meeting February 27, 2017 & (c) Minutes of the Committee of the Whole March 1, 2017 both be adopted as presented.

CARRIED

4) **DELEGATIONS** – None

5) **ADMINISTRATIVE MATTERS**

- (a) Oath of Office for Corporate Officer, Andrew Schaer – Schedule D of Bylaw 568/2012

17/63 Moved, Seconded by Councillors Hay/Smith THAT Rebecca Anderson be removed as Corporate Officer and Andrew Schaer be appointed as the Corporate Officer for the Village of Lytton.

CARRIED

Andrew Schaer took the Oath of Office for Corporate Officer.

6) CORRESPONDENCE

a) Action Items:

- i. Two Rivers Community Services Society – Sunday April 2, 2017 Cemetery Clean up and requesting Village's support.

17/64 Moved, Seconded by Councillors Hay/Polderman THAT Council supports the Two Rivers Community Services Society in the Annual Cemetery Clean up and will provide In-Kind support.

CARRIED

- ii. Two Rivers Community Services Society – Asking for a letter of support to install a misting bar cooling station in the Village for the upcoming hot summer months.

17/65 Moved, Seconded by Councillor Hay/Smith THAT Council provides a letter of support to the Two Rivers Community Services Society in regards to their misting bar cooling station project.

CARRIED

b) Information Items

- i. UBCM – Strategic Wildfire Prevention Initiative – Approval 2017 FireSmart Planning Grant \$8,690.00
- ii. TNRD – TNRD remains on Multi-Material BC waitlist.
- iii. Building and Safety Standards Branch – Building Act Announcement

c) Correspondence Log – List attached

d) Outgoing Mail Log – List attached

17/66 Moved, Seconded by Councillors Polderman/Hay THAT the above noted correspondence be received and filed.

CARRIED

7) ADMINISTRATIVE REPORTS

(a) CAO Rebecca Anderson – Verbal Administrative Report

CAO Rebecca Anderson gave a brief update on various meetings that have taken place over the last couple weeks and then introduced the new ED/CO, Andrew Schaer. EC/CO Schaer gave a brief overview of his tentative schedule for the development of a Business Retention and Expansion plan.

17/67 Moved, Seconded by Councillors Hay/Polderman THAT CAO Rebecca Anderson's report be received for information.

CARRIED

(b) Water Project Coordinator, Lonny Miller – written report re Water Project Update

Water Project Coordinator, Lonny Miller provided a report on the progress of the water project and answered Council's questions.

17/68 Moved, Seconded by Councillors Polderman/Smith THAT Water Project Coordinator, Lonny Miller's report be received and filed for information.

CARRIED

8) TREASURER/CORPORATE OFFICER REPORT

(a) Cheque listing for Council January 21 – March 3, 2017

17/69 Moved, Seconded by Councillors Hay/Polderman THAT January 21 – March 3, 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

March 1st – Mayor Lightfoot attended the Fire Smart board meeting to discuss future actions. This year's clean up area will be below the CP tracks from the underpass to IR#18. Next meeting is scheduled for April 12th. A FireSmart clean-up event is scheduled for April 22 & 23.

Committee of the Whole met later that afternoon

March 2nd – the May Day Planning group met and discussed aspects of the weekend event. The next meeting is scheduled for March 24th at 4pm at the council chambers. A theme will be selected at that meeting.

March 3rd – Mayor Lightfoot spoke with SD#74 board member Ms. Varcoe-Ryan. She informed her that there were no imminent announcements regarding the Lytton schools but that the process to consolidate to one campus had been ongoing for many years and a decision needed to be made soon.

March 9th – The regular TNRD meeting was held in Kamloops. Items addressed were several zoning changes, the New Bookmobile contract was awarded, new Census numbers were presented. Free Dump days were announced and staff was given approval to gauge interest for curbside garbage and recycling collection in the Thompson River Estates and Wallachin area

March 10th – the TNRD held a Committee of the Whole to discuss future actions.

(b) Councillor Callewaert-Haugen - Absent

(c) Councillor Hay

Councillor Hay acknowledged public works for all their hard work.

Councillor Hay thanked the CAO for setting up the iPad training sessions.

(d) Councillor Polderman

Councillor Polderman also found the iPad training session helpful.

Councillor Polderman reported that a lot of trees have fallen in the watershed and two are on the path.

Councillor Polderman joined a recent well-attended fire department practice. There were 8 members present and they are anticipating to be up to 14 members in the summer.

(e) Councillor Smith

Councillor Smith also attended a fire department practice with Councillor Polderman.

Councillor Smith asked about the sale of the old fire truck and was informed that it will be on the agenda of the next regular Council meeting.

17/70 Moved, Seconded by Councillors Hay/Polderman THAT the Council Reports be received and filed.

CARRIED

13) OTHER BUSINESS ("Business Arising")

- i. Mayor Lightfoot – Village of Lytton appointments 2017

17171 Moved, Seconded by Councillors Polderman/Hay THAT the Mayor continue as the TNRD rep AND THAT Councillor Hay be appointed the position of alternate director for TNRD. **CARRIED**

- ii. Mayor Lightfoot – Appointment of Seniors Housing Committee

17172 Moved, Seconded by Councillor Polderman/Smith THAT Mayor Lightfoot appoint a Select Committee as the Seniors' Housing Committee AND THAT Councillors Hay and Callewaert-Haugen be appointed to the Seniors' Housing Committee **CARRIED**

- iii. CAO Rebecca Anderson – Report with Information regarding Councillor Polderman's request to be on the Interior Foundation Board.

Council directed staff to invite the Interior Foundation Board to an afternoon coffee meeting. CAO Rebecca will get back to Council with potential dates.

14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST

- CARIP Webinar @ Village office March 14, 2017 @ 10:00am.
- Committee of the Whole Finance/Audit Meeting March 15, 2017 @ 6:00pm.
- 2nd VOL Budget Meeting March 16, 2017 @ 6:00pm Council Chambers.
- Cemetery Clean up 10:00am – 2:00pm Sunday April 2, 2017.
- TNRD/Red Cross & ESS Volunteers meeting April 6, 2017 @ 6:30pm in Council Chambers.
- VOL Audit April 10th – 13th.
- FireSmart Meeting @ Village Office April 12, 2017 @ Noon.
- 3rd VOL Budget meeting April 13, 2017 @ 6:00pm.
- TNRD "Free Dump Day" April 22, 2017 (1 pickup load per household)
- FireSmart clean up April 22nd & 23rd, 2017 below CP Rail track from underpass to IR 18.

15) IN-CAMERA

17173 Moved, Seconded by Councillors Polderman/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 8:55pm. **CARRIED**

16) ADJOURNMENT

17174 Moved by Councillor Smith THAT the meeting adjourn at 10:12 pm.



Mayor Jesso Lightfoot



Corporate Officer Andrew Schaer