



**Village of Lytton
Minutes
Regular Council Meeting
Council Chamber, 380 Main Street, Lytton, BC
7:00 pm, Monday April 11, 2016**

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

STAFF: Keir Gervais, CAO
Annette Turley, Administrative Clerk

PUBLIC: Peggy Chute, Doreen Crozier, Gordon Murry, Fred Adams

1) CALL TO ORDER – Mayor Lightfoot at 7:20pm

2) ADOPTION OF AGENDA

16/082 Moved, Seconded by Councillor Austen and Mayor Lightfoot that the agenda be adopted as amended with the addition of Items:

5) (a) Motion to Rescind Motion 16/071
(b) EcoConnexions Grant
(c) Cemetery Grant,

6) (a) iii. Two Rivers Farmers Market Grant
iv. Kumsheen Secondary School – Seeking Donations for Annual.

Carried

3) ADOPTION OF MINUTES

(a) Minutes of the Special Budget Meeting March 15, 2016
(b) Minutes of the Regular Council Meeting March 29, 2016

16/083 Moved, Seconded by Councillors Hay/Austen that the Minutes of the Special Budget meeting March 15, 2016 and the Regular Council meeting March 29, 2016 be adopted as presented.

Carried

4) DELEGATIONS

Jeff Conners, MSW, RSW, Tobacco Reduction Coordinator, Interior Health – How local governments can create conditions that support healthy and thriving communities.

Mr. Conners introduced himself and gave a brief presentation on tobacco and smoking statistics and affects in communities. Mr. Conners gave examples of Communities that are implementing smoke free bylaws. Mr. Conners informed Mayor and Council that Interior Health can work with Municipalities to aid in implementing said bylaws.

Mayor and Council thanked Mr. Connors for his presentation and will be keeping in touch for further information in the future.

5) ADMINISTRATIVE MATTERS

(a) Rescind motion 16/071

RECOMONDATION: "That motion 16/071 be rescinded."

A recorded vote was taken on the motion.

Voting in favour:

Mayor Lightfoot
Councillor Austin

Voting against:

Councillor Hay
Councillor Polderman

Abstained:

Councillor Callewaert-Haugen

The motion was **CARRIED** by a vote of 3 to 2.

16/084 Moved, Seconded by Mayor Lightfoot and Councillor Callewaert-Haugen that motion 16/071 be rescinded.

Carried

(b) CN EcoConnexions - From the Ground Up Grant

16/085 Moved, Seconded by Mayor Lightfoot and Councillor Callewaert-Haugen that the Village of Lytton withdraw from the EcoConnexions – From the Ground Up grant application and that we thank them for the opportunity, but are unable to complete this project at this time.

Carried

(c) Cemetery Grant

Grant was discussed and in 2015 MLA, Jackie Tegart presented the Village of Lytton with a \$6000.00 cheque. CAO Gervais will look into this and report to Council with options

6) CORRESPONDENCE FOR INFORMATION

a) Action Items:

- i. Lytton Block Party – Grant in Aid Application 2016

16/086 Moved, Seconded by Councillors Austen/Polderman to approve the Lytton Block Party, May 20, 2016 Grant in Aid Application of \$500.00.

Carried

- ii. Two Rivers Farmers Market – Lytton Grant in Aid Application 2016

16/087 Moved, Seconded by Councillors Austen/Callewaert-Haugen to approve the Two Rivers Farmers Market Association Grant in Aid Application of \$300.00 and \$250.00 worth of in-Kind photocopying.

Carried

- iii. Two Rivers Farmers Market – Support for Funding Application Re: Starry Night Performance Series

16/088 Moved, Seconded by Mayor Lightfoot and Councillor Polderman THAT a letter of support be forwarded to the BC Interior Community Foundation for the Two Rivers Farmers Market funding application for their Starry Night Performance Series;

And THAT should the funding application be successful, that the Village of Lytton receive the funds from the BC Interior Community Foundation and forward approved funding on to the Two Rivers Farmers Market.

Carried

- iv. Kumsheen Secondary School – Seeking Donations for Students Annual

16/089 Moved, Seconded by Councillors Austen/Hay to sponsor 1/8 of a page ad in the Kumsheen Secondary Annual for \$30.00.

Carried

b) Information Items:

- i. TNRD – The Current – Highlights from Board of Directors Meeting March 24, 2016
- ii. LGMA – Notice of AGM June 22, 2016
- iii. Smart Planning for communities – Implementing Community Sustainability Plans in BC
- iv. TNRD – Federal Gas Tax Community Works Funding Lytton Pool Upgrades
- v. Jay Chalke, Ombudsperson – Bylaw Enforcement: Best Practices Guide for Local Governments
- vi. Public Works Association of BC – National Public Works Week May 15-21, 2016
- vii. Community Futures – Applications for Volunteers

c) Correspondence Log March 10 - 21, 2016.

d) Outgoing Correspondence

16/090 Moved, Seconded by Mayor Lightfoot and Councillor Austen that Correspondence for Information, Correspondence Log & Outgoing Mail Log be received and filed.

Carried

7) ADMINISTRATIVE REPORTS

- (a) CAO Gervais – Monthly Report for March, 2016
- (b) Resolutions/Directions to CAO

16/091 Moved, Seconded by Mayor Lightfoot and Councillor Austen that CAO Gervais monthly report and resolutions/directions to CAO be received and filed for information.

Carried

8) TREASURER/CORPORATE OFFICER REPORT

(a) Accounts Payable Cheque Listing

16/092 Moved, Seconded by Councillors Hay/Austen that the Accounts Payable Cheque Listing be received and filed.

Carried

9) PUBLIC WORKS REPORT

None

10) FIRE DEPARTMENT REPORTS

None

11) BYLAWS/POLICIES

(a) Village of Lytton Bylaw 679 Gas Tax Reserve Fund Establishment
RECOMMENDATION: "THAT Village of Lytton Gas Tax Reserve Fund Establishment Bylaw 679 be given final reading, that it be signed and corporate seal affixed."

16/093 Moved, Seconded by Councillor Austen and Mayor Lightfoot that the Village of Lytton Gas Tax Reserve Fund Establishment Bylaw 679 be given final reading, that it be signed and corporate seal affixed.

Carried

(b) Village of Lytton Bylaw 680 Financial Stabilization Reserve Fund Establishment
RECOMMENDATION: "THAT Village of Lytton Financial Stabilization Reserve Fund Establishment Bylaw 680 be given first, second and third readings."

After great debate and discussion Council decided to honour previous motion 16/073 that the Village of Lytton Financial Stabilization Reserve Fund Establishment Bylaw 680 be tabled until after the Village Solicitor has advised on whether or not definitions with the bylaw are needed.

Mayor Lightfoot opposed.

Carried

(c) Village of Lytton Bylaw 681 General Capital Projects Reserve Fund Establishment
RECOMMENDATION: "THAT Village of Lytton General Capital Projects Reserve Fund Establishment Bylaw 681 be given final reading, that it be signed and corporate seal affixed."

16/094 Moved, Seconded by Councillors Polderman/Hay that Village of Lytton General Capital Projects Reserve Fund Establishment Bylaw 681 be given final reading, that it be signed and corporate seal affixed.

Carried

(d) Village of Lytton Bylaw 682 Land Sale Reserve Fund Establishment

RECOMMENDATION: "THAT Village of Lytton Land Sale Reserve Fund Establishment Bylaw 682 be given final reading, that it be signed and corporate seal affixed."

16/095 Moved, Seconded by Councillors Austen/Hay that Village of Lytton Land Sale Reserve Fund Establishment Bylaw 682 be given final reading, that it be signed and corporate seal affixed.

Carried

(e) Village of Lytton Bylaw 683 Legal and Insurance Reserve Fund Establishment
RECOMMENDATION: "THAT Village of Lytton Legal and Insurance Reserve Fund Establishment Bylaw 683 be given final reading, that it be signed and corporate seal affixed."

16/096 Moved, Seconded by Councillors Hay/Polderman that Village of Lytton Legal and Insurance Reserve Fund Establishment Bylaw 683 be given final reading, that it be signed and corporate seal affixed.

Carried

(f) Village of Lytton Bylaw 684 Sewer Capital Reserve Fund Establishment
RECOMMENDATION: "THAT Village of Lytton Sewer Capital Reserve Fund Establishment Bylaw 684 be given final reading, that it be signed and corporate seal affixed."

16/097 Moved, Seconded by Councillors Polderman/Hay that Village of Lytton Sewer Capital Reserve Fund Establishment Bylaw 684 be given final reading, that it be signed and corporate seal affixed.

Carried

(g) Village of Lytton Bylaw Vehicle Equipment Reserve Fund Establishment
RECOMMENDATION: "THAT Village of Lytton Vehicle Equipment Reserve Fund Establishment Bylaw 685 be given final reading, that it be signed and corporate seal affixed."

16/098 Moved, Seconded by Councillor Austen/Hay that Village of Lytton Vehicle Equipment Reserve Fund Establishment Bylaw 685 be given final reading, that it be signed and corporate seal affixed.

Carried

(h) Village of Lytton Bylaw 686 Water Capital Reserve Fund Establishment
RECOMMENDATION: "THAT Village of Lytton Water Capital Reserve Fund Establishment Bylaw 686 be given final reading, that it be signed and corporate seal affixed."

16/099 Moved, Seconded by Councillor Polderman/Hay that Village of Lytton Water Capital Reserve Fund Establishment Bylaw 686 be given final reading, that it be signed and corporate seal affixed.

Carried

12) COUNCIL REPORTS

(a) Mayor Lightfoot

March 31, 2016: I attended the Council Water Committee Meeting.

April 5, 2016: CAO Gervais and I attended Interior Health Center Visit. Some topics covered were: Recruitment of doctors, wages, Lytton's Lab, health services available. Also learned Lytton's Lab Tech will be retiring soon and IHA currently does not have a back up.

April 5, 2016: School District No. 74 had agreed on a tentative meeting to discuss status of school, future possibilities, forming a subcommittee and terms of reference. This meeting did not happen and School District will be getting back to us to hopefully reschedule.

Upcoming:

April 12, 2016: TNRD Table Top meeting 9:30-1:00pm in the Council chambers

April 13, 2016: Interior Health Authority Old Hospital Meeting – CANCELLED

April 14, 2016: 3:30pm May Day Committee Meeting, 7:00pm Riverfest Meeting

(b) Councillor Austen

March 31, 2016: attended Water Committee Meeting

(c) Councillor Callewaert-Haugen

April 4, 2016: attended Hospital Auxiliary Meeting

(d) Councillor Hay

March 31, 2016: attended Water Committee Meeting

(e) Councillor Polderman

March 31, 2016: attended Water Committee Meeting

16/100 Moved, Seconded by Councillors Austen/Hay that the Council Reports be received and filed.

Carried

13) OTHER BUSINESS

(a) CAO Gervais - Grant Writing Proposal from Daniel Steiner

16/101 Moved, Seconded by Councillor Austen/Hay that Mayor and Council approve the hiring of grant writing specialist Daniel Steiner, specific to the invoicing option scenario 2 further that Council gives Mayor and CAO Gervais permission to sign contract.

Carried

14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST

None

15) IN-CAMERA MEETING

16/102 Moved, Seconded by Councillors Hay/Austen 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 8:57pm.

Carried

16) ADJOURNMENT

16/103 Moved by Councillor Austen that the meeting adjourn at 9:27pm.

Mayor Jessoa Lightfoot

CAO Keir Gervais