



**Village of Lytton  
Minutes  
Regular Council Meeting  
Council Chamber, 380 Main Street, Lytton, BC  
7:00 pm, Monday April 25, 2016**

**PRESENT:** Mayor Jessoa Lightfoot  
Councillor Ian Hay  
Councillor Jan Polderman (absent with notice)  
Councillor Tiffany Callewaert-Haugen (absent with notice)  
Councillor Rob Austen

**STAFF:** Keir Gervais, CAO  
Annette Turley, Admin Clerk

1) **CALL TO ORDER** – Mayor Lightfoot at 7:02pm

2) **ADOPTION OF AGENDA**  
**16/109 Moved, Seconded** by Councillors Austen/Hay that the agenda be adopted as presented.

**Carried**

3) **ADOPTION OF MINUTES**  
(a) Minutes of the Regular Council Meeting April 11, 2016

**16/110 Moved, Seconded** by Councillors Hay/Austen that the Minutes of the Regular Council Meeting April 11, 2016 be adopted as presented.

**Carried**

4) **DELEGATIONS**  
None

5) **ADMINISTRATIVE MATTERS**  
None

6) **CORRESPONDENCE FOR INFORMATION**

a) **Action Items:**

i. Thompson-Nicola Regional District – Indigenous Cultural Competency Training

Mayor Lightfoot is interested in attending a morning session & will confirm with staff soon.

Councillors Hay & Austin will not attend.

CAO Gervais will attend the 9:00am – 12:00pm Thursday session.

ii. District of Lillooet – Passenger Rail Service Between North Vancouver and Prince George

**16/111 Moved, Seconded** by Councillors Hay/Austin to write a letter of support for the District of Lillooet regarding the passenger rail service between North Vancouver and Prince George.

**Carried**

iii. CUPE – National Day of Mourning, April 28, 2016

**16/112 Moved, Seconded** by Councillors Austin/Hay that the Village of Lytton lower the Lytton flags to half-mast on April 28, 2016 in recognition of workers killed or injured in the workplace.

**Carried**

**b) Information Items:**

- i. City of Kelowna – SILGA Resolution
- ii. Han Knakst Tsitxw Society – Walk to End Violence against Women and Children
- iii. NDIT – 2016 Grant Writing Support Funding (Project Number 4229 20)
- iv. BC Hydro – LED Street Lighting

**16/113 Moved, Seconded** by councillors Hay/Austen that staff use the “easy steps to get started” method provided on the LED Street Lighting info sheet and let Council know the costs.

**Carried**

- v. The Ashcroft Journal Article – Annual Lytton Cemetery Clean-Up
- vi. Two Rivers Community Service Society – Letter of appreciation for involvement in the April 3, Annual Lytton Cemetery Clean-up event

Council directed staff to send a letter of thanks to Two Rivers Community Services Society

- vii. BCGEU – Concerns about the sale of wine in grocery stores
- viii. NDIT - \$8000.00 cheque for 2015 Grant Writing Support Program
- ix. Elections BC – request for support for 41<sup>st</sup> Provincial General Election on May 9, 2017

**c) Correspondence Log**

**d) Outgoing Correspondence**

**16/114 Moved, Seconded** by Councillors Austin/Hay that Correspondence for Information, Correspondence Log & Outgoing Mail Log be received and filed.

**Carried**

**7) ADMINISTRATIVE REPORTS**

(a) Village of Lytton Water Conservation Plan Framework - CAO Gervais

**16/115 Motion, Seconded** by Councillors Austin/Hay that the Water Conservation Plan Framework Meeting be tabled until the Special Council Meeting Wednesday April 27, 2016.

**Carried**

(b) UBCM Community to Community Forum – CAO Gervais (distributed at meeting)

**16/116 Moved, Seconded** by Councillors Austin/Hay that Council direct staff to apply to the Community to Community Forum Program of the Union of British Columbia Municipalities for \$5,000.00 to support a series of Forums with the Village of Lytton and the Lytton First Nation, with matching funds to be provided by the Village of Lytton in the form of cash and in-kind contributions.

And That CAO contacts the Lytton First Nation Band Administrator and express interest and beginning establishing dates of the Community to Community forums.

**Carried**

**8) TREASURER/CORPORATE OFFICER REPORT**

(a) Accounts Payable Cheque Listing

**16/117 Moved, Seconded** by Councillors Austen/Hay that the Accounts Payable Cheque Listing be received and filed.

**Carried**

**9) PUBLIC WORKS REPORT**

None

**10) FIRE DEPARTMENT REPORTS**

(a) March Month End Report

**16/118 Moved, Seconded** by Councillors Austen/Hay that the March Month End Report be received and filed.

**Carried**

**11) BYLAWS/POLICIES**

None

**12) COUNCIL REPORTS**

(a) Mayor Lightfoot

April 12, 2016: I attended the TNRD Table Top Meeting.

April 14, 2016: I attended the River Fest Meeting. Just want to remind everyone that this year it is a two-day event (Friday & Saturday). Also want to remind staff about the \$1000.00 cash donation and \$5,600.00 of in-kind support for Lytton River Festival this year.

April 21, 2016: I attended the Hospital Auxiliary Meeting at the Parish Hall. Kerry Mclean-Small from Interior Health, Dr. Charles Hoffe, Lytton and Spences Bridge residents were all in attendance.

April 21, 2016: I attended the Special Finance Council Meeting that was cut short due to no quorum.

I was contacted by a young gentleman named Gordon More who intends to fly his unmanned aerial vehicle (UAV) in Lytton in the near future. He stated that he is licensed and will contact the Village, police and any other appropriate persons before he does so.

(b) Councillor Austen

April 21, 2016: I attended the Special Finance Meeting that was cut short due to no quorum.

(c) Councillor Callewaert-Haugen

Absent

(d) Councillor Hay

Had a few citizens mention the overgrown trees on the corner of 1<sup>st</sup> & Fraser Street and 5<sup>th</sup> & Fraser Street.

Councillor Hay inquired about some street lights that were out. CAO, Gervais informed him that the Village is aware and BC Hydro has been notified.

April 22, 2016: Attended the Chamber of Commerce meeting. Just wondering about the NDIT Economic development application and if it has been submitted.

CAO Gervais informed Council it has not been submitted.

(e) Councillor Polderman

Absent

**16/119 Moved, Seconded** by Councillors Hay/Austen that the Council Reports be received and filed.

**13) OTHER BUSINESS**

**14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST**

None

**15) IN-CAMERA MEETING**

**16/120 Moved, Seconded** by Mayor Lightfoot 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 8:44pm.

**16) ADJOURNMENT**

**16/121 Moved** by Councillor Austen that the meeting adjourn at 8:55pm.

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Mayor Jessoa Lightfoot

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CAO Keir Gervais