



Village of Lytton
Minutes
Regular Council Meeting
Council Chamber, 380 Main Street, Lytton, BC
at 7:00pm, Monday, May 09, 2016

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

STAFF: Keir Gervais, CAO
Ken Bjorgaard, Financial Services Contractor

GUESTS: Patrick Chan, BDO Canada LLP, Auditor

PUBLIC: Peggy Chute, Doreen Crozier, Margo Soper

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

2) **ADOPTION OF AGENDA**

16/130 Moved, Seconded by Councillors Austen/Callewaert-Haugen that the agenda be adopted as amended with items 7. (a) Audit Results and Communications Report to the Council, 7. (b), Village of Lytton's Draft 2015 financial statements and 7. (c) 2016-2020 financial plan bylaw and 2016 tax rates bylaw moved to 5. ADMINISTRATIVE MATTERS and the addition of item 5. (d) Question period for public regarding items 5.(a), 5.(b) and 5.(c)

Carried

3) **ADDOPTION OF MINUTES**

- (a) Minutes of the Special Council Meeting Monday April 25, 2016.
- (b) Minutes of the Regular Council Meeting Monday April 25, 2016.
- (c) Minutes of the Special Council Meeting Wednesday April 27, 2016

16/131 Moved, Seconded by Councillors Austen/Callewaert-Haugen that the Minutes of the Special Council meeting April 25, 2016 and the Regular Council meeting April 25, 2016 and the Special Council Meeting Wednesday April 27, 2016 be adopted as amended.

Carried

4) **DELEGATIONS**

Terri Hadwin, Chief Operating Officer with Gold Country Communities Society provided an overview of the organizations latest accomplishments and provided a few details about future projects as well. Council commended Terri about the fine work she does with minimal staff resources and thanked her for her presentation

5) ADMINISTRATIVE MATTERS

(a) 2015 Audit Results and Communications Report

The auditor from BDO Canada LLP attended to discuss the report, which provided an overview of the results of the Village's 2015 financial statements.

Mayor Lightfoot thanked the auditor on behalf of council for attending the meeting and discussing the results.

(b) Village of Lytton's Draft 2015 Financial Statements

Mr. Ken Bjorgaard presented his report on the draft 2015 financial statements. Mr. Bjorgaard reviewed each section with Council. Mr. Bjorgaard and Mr. Chan answered Council's questions about the statements accordingly.

A potential discrepancy related to a deficit shown in the water account and the surplus shown in the sewer account was noted. Mr. Bjorgaard and Mr. Chan are following up on this matter and will report their findings back to the Village. Council inquired whether this possible discrepancy will prevent the financial statements from being approved, and Mr. Bjorgaard and Mr. Chan both indicated to Council that it should not.

16/132 Moved, Seconded by Councillors Polderman/Hay that the Village of Lytton's 2015 draft financial statements be approved, pending an investigation into the figures of the water deficit shown in the water account and the surplus shown in the sewer account.

Carried

16/133 Moved, Seconded by Councillor Polderman/Hay that the Village of Lytton set the Major Industry Tax Rate so that the amount of taxes raised in 2016 is the same as the amount raised in 2015.

Carried

(c) 2016-2020 Financial Plan Bylaw 687 and 2016 Tax Rates Bylaw 688

16/134 Moved, Seconded by Councillors Austen/Polderman that 2016 - 2020 Financial Plan Bylaw 687, 2016, be read a first, second and third time;

Carried

16/135 Moved, Seconded by Councillors Callewaert-Haugen/Austen that Council has hereby considered its proposed tax rates for each property class in conjunction with its objectives and policies regarding the distribution of property taxes among the tax classes, as set out within 2016 - 2020 Financial Plan Bylaw 687, 2016;

And further that 2016 Tax Rates Bylaw 688, 2016, be read a first, second and third time.

Carried

(d) Question Period for Public regarding items 5.(a), 5.(b) and 5.(c)

None

6) BYLAWS/POLICIES

None

7) COUNCIL REPORTS

(a) Mayor Lightfoot

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

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 26, 2016: Councillor Hay, Mr. Gervais and I reviewed Lytton Water Conservation Plan Framework document.

April 27, 2016: Mr. Gervais and I met with Allie Blades from the BC Interior foundation to discuss various aspects of the program. Ms. Blades would like the Village to form a community committee to help review applications for funds.

April 28, 2016 – TNRD Board Meeting

(b) Councillor Austen

May 5, 2016: I attended the Welcome Baby Dinner; 22 new babies!

(c) Councillor Callewaert-Haugen

Nothing to report

(d) Councillor Hay

Councillor Hay indicated he had recently learned that there is a new outgoing mail deadline of 12:00 at the Lytton Post Office.

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

Councillor asked CAO Gervais how many workers did Lytton First Nation and Kanaka Bar Indian Band employ as part of the fuel management they are contracted to complete. CAO Gervais informed Council that he believed it was twelve (12) employees, as stipulated in the contract, but indicated he would confirm this information and report about the fuel management contracts in his next CAO monthly report.

(e) Councillor Polderman

Nothing to report

16/138 Moved, Seconded by Councillors Hay/Austen that the Council Reports be received and filed.

Carried

5) OTHER BUSINESS

None

6) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST

None

7) IN-CAMERA MEETING

16/139 Moved, Seconded by Councillor Polderman/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 9:34pm.

Carried

8) RISE AND REPORT

16/140 Moved by Mayor Lightfoot/Councillor Austen that, regrettably, the resignation of Chief Administrative Officer Keir Gervais be accepted, and that CAO Gervais proceed without delay with recruitment of a new Chief Administrative Officer.

Carried

9) ADJOURNMENT

16/140 Moved by Councillor Polderman that the meeting adjourn at 9:41pm

Carried

Mayor Jesso Lightfoot

Corporate Officer Lonny Miller