



**Village of Lytton
Regular Council Meeting
MINUTES**

**Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday, May 9, 2018**

IN ATTENDANCE:

Mayor Lightfoot
Councillor Callewaert-Haugen
Councillor Hay
Councillor Smith

ABSENT WITH NOTICE:

Councillor Polderman

STAFF:

CAO Rebecca Anderson, CFO Margaret Stewart

PUBLIC:

Andrew Fandrich, Bernie Fandrich, RCMP Sgt. Curtis Davis

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

2) **ADOPTION OF AGENDA**

18-140 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT the agenda be adopted as amended to move Correspondence for Information item 10(b)(ii) – letter from District of Bulkley-Nechako – to Correspondence for Action item 10(a)(v). **CARRIED**

3) **ADDITION OF LATE ITEMS**

18-141 Moved, Seconded by Councillors Hay, Smith THAT Council add the following late items to the agenda: Item 4(a) Delegation from Andrew Fandrich re Letter to Council from Bernie Fandrich dated May 2, 2018; and item 14(b) Letter from 2 Rivers Remix Society dated May 8, 2018. **CARRIED**

4) **DELEGATIONS**

(a) Delegation from Andrew Fandrich – Letter to Council from Bernie Fandrich dated May 2, 2018 re Kumsheen Rafting Resort proposal for Village of Lytton's raft takeout ramp.

Mr. Fandrich provided a brief history of the development of River Road and the passage through Hobo Hollow, and the financial and business relationship between he and the Village of Lytton during the funding and construction of the road, and the Village's acquisition of a lease from CN Rail, as well as the past business relationship under which Kumsheen Rafting paid fees for the use of the raft takeout and managed this asset for the Village through 2011. He also discussed the changes to the agreement that Kumsheen has had since 2012 for an alternate raft takeout ramp that is not owned by the Village and its potential financial impact on the company. Mr. Fandrich discussed the proposal initiated in his letter to Council dated May 2, 2018 and requested a quick reply. Council advised Mr. Fandrich that this would be unlikely to be adopted by Council in time for the 2018 rafting season.

5) **PUBLIC COMMENT** – None

6) **ADOPTION OF MINUTES**

- (a) Minutes of the Regular Council Meeting of March 28, 2018

18-142 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT the Minutes of the Regular Council Meeting of March 28, 2018 be adopted as presented. **CARRIED**

- (b) Minutes of the Regular Council Meeting of April 11, 2018

18-143 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT the Minutes of the Regular Council Meeting of April 11, 2018 be adopted as presented. **CARRIED**

7) **BUSINESS ARISING**

- (a) 2018/2019 Letter of Expectation between the Village of Lytton and the Lytton RCMP Detachment executed March 22, 2018.

18-144 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Council receive and file the 2018/2019 Letter of Expectation between the Village of Lytton and the Lytton RCMP Detachment. **CARRIED**

8) **REPORTS FROM STAFF**

- (a) CAO Report – Report to Council dated May 9, 2018 by CAO Anderson

CFO Report – verbal report by CFO Margaret Stewart

CFO Stewart reported that she has completed all reporting required, submitted the 2017 Financial Statements and filed the 2018-2022 Financial Plan as required. She is working to complete the Property Tax Rate Bylaw and intends to run the tax notices soon. Next, she will complete the Federal Gas Tax reporting, the SOFI reporting, and the CARIP reporting. She located a contractor located in Kamloops to do fire inspections for the Village, and she is working with him to reach agreement on the terms for his services. The SCADA system at the Water Treatment Plant and some equipment failed and new equipment was needed to operate the WTP – chlorine analyzer and turbidity monitor. We used the equipment held in storage for the new WTP being constructed as part of the Groundwater Development Project to keep the WTP functioning properly. We now need to replace the turbidity analyzer and chlorine analyzer for installation in the new WTP. The new items are estimated to cost up to \$29,000, and a Council resolution is required to authorize this equipment.

18-145 Moved, Seconded by Mayor Lightfoot, Councillor Callewaert-Haugen THAT Council authorizes CFO Stewart to spend up to \$29,000 to purchase the replacement of the turbidity analyzer and chlorine monitor for the new Water Treatment Plant. **CARRIED**

CFO Stewart is ordering the solar heating system for the pool, and has arranged for a contractor to do the installation. We also have the new solar blanket. We anticipate that the pool's heating costs will be less, and the pool will be warmer this year. She passed her final university course and will graduate next month.

- (b) Corporate Officer – The bylaws prepared by CFO Stewart are in the agenda packages and addressed later in this meeting.
- (c) Economic Development Officer – No report.
- (d) Public Works – Included in the CAO's report to Council dated May 9, 2018.
- (e) Lytton Fire Rescue – None
- (f) Water Project Coordinator

18-146 Moved, Seconded by Councillors Smith, Callewaert-Haugen THAT Council receives the staff reports for information and filing. **CARRIED**

9) **BYLAWS, POLICIES & RESOLUTIONS**

- (a) Bylaw No. 693, 2018 Building Regulations Bylaw – final reading and adoption

18-147 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Bylaw No. 693, 2018 Building Regulations Bylaw has been given final reading and is adopted. **CARRIED**

- (b) Bylaw No. 695, 2018 Property Tax Rates Bylaw – final reading and adoption

18-148 Moved, Seconded by Councillors Callewaert-Haugen, Hay THAT Bylaw No. 695, 2018 Property Tax Rates Bylaw has been given final reading and is adopted. **CARRIED**

10) **CORRESPONDENCE**

(a) **Incoming Correspondence for Action**

- i. Lytton River Festival – Letter to Council dated April 9, 2018 from Nonie McCann, President, Lytton River Festival Society
- ii. Nla'7kapmx Child & Family Services Society – Letter dated April 27, 2018 from Mahailia Chapman seeking financial support for 17th Annual Open House

18-149 Moved, Seconded by Councillors Hay, Smith THAT the Village of Lytton donate a book of pool tickets to Nla'7kapmx Child & Family Services Society for the Open House. **CARRIED**

- iii. Kumsheen Secondary School – Letter dated April 26, 2018 seeking Yearbook Sponsorship

18-150 Moved, Seconded by Councillors Hay, Smith THAT the Village of Lytton sponsor the yearbook for a quarter page ad valued at \$50. **CARRIED**

- iv. 2 Rivers Remix – Letter dated May 2, 2018 from Robert (Elyas) Miller, Executive Director, BC Interior Community Foundation re proposed award of funds to 2 Rivers Remix

18-151 Moved, Seconded by Councillors Hay, Smith THAT Council does not approve \$2,000 donation recommended by the BC Interior Community Foundation Grant Committee. **CARRIED**

- v. Regional District of Bulkley-Nechako – E-mail dated April 20, 2018 from Cheryl Anderson, Manager of Administrative Services, RDBN

18-152 Moved, Seconded by Councillors Hay, Smith THAT a letter be sent in response stating that Lytton is affected by rail traffic and in support of the resolution to be presented at the 2018 UBCM Convention. **CARRIED**

(b) Correspondence for Information

- i. Gold Country – Invitation to Tourism Symposium @ Cache Creek Community Centre on May 25 & 26, 2018
- ii. Local Government Program Services – Strategic Wildfire Prevention Initiative approval of Operational Fuel Treatment Application (SWPI-958)
- iii. TNRD – Contaminated Recyclables a Growing Issue
- iv. District of Clearwater – Employer Health Tax
- v. LFN, Rosalin Miles – Update of C2C Funds
- vi. Nla'7kapmx Child & Family Services Society – Invitation to 17th Annual Open House June 7, 2018
- vii. Han Knakst Society – Thank you card

(c) Incoming Correspondence List – List provided to Council.

(d) Outgoing Correspondence – List provided to Council.

18-153 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Council receive the above-noted correspondence for information and filing. **CARRIED**

11) REPORT FROM MAYOR

Mayor Lightfoot reported that she attended a Gold Country Community Society meeting last week. They are hosting geo-caching events in Lytton for the weekend of May 12-13. The SILGA Conference was good, and she found the agricultural workshop about sustainable farming to be most informative. NkshAytkn has filed a letter for presentation to the local School Board for the meeting scheduled for May 22nd.

12) COUNCIL REPORTS

(a) Councillor Hay

Councillor Hay reported on behalf of Councillor Polderman that Councillor Polderman will report on the Outdoor Fitness Station project at the next Regular Council Meeting.

(b) Councillor Smith

Councillor Smith enjoyed attending the SILGA Conference in Revelstoke.

13) REPORTS FROM COMMITTEES OF COUNCIL & COMMISSIONS

(a) TNRD Board – A copy of the highlights from the TNRD Board of Directors meeting held April 19, 2018

(b) Lytton Museum - & Archives – the minutes from the business meeting held January 30, 2018, the financial statements as of March 2018, the Curator's Report dated April 24, 2018, and the

agenda for the business meeting scheduled for April 24, 2018

- (c) The Age-friendly Seniors Housing Committee – Councillor Hay (Committee Chair) reported that the next meeting of the Committee is scheduled for May 14, 2018 with CitySpaces attending the meeting by telephone. The Committee is working on the Needs & Gaps Assessment. Councillor Hay plans to prepare a report to be presented to the Minister of Municipal Affairs Housing.
- (d) DL225 Land Advisory Committee – Councillor Hay reported that he received a written response via e-mail from Gerry MacDougall of the Provincial Government. He is still gathering information from our file.

18-154 Moved, Seconded by Councillors Smith, Callewaert-Haugen THAT Council accept the Reports of the Councillors, and the Reports from Committees of Council. **CARRIED**

Councillor Callewaert-Haugen left the meeting at 9:16 p.m.

14) NEW BUSINESS

- (a) NDI Capital Investment Analysis Funding Program – Application for Lytton Elementary School Feasibility Study

18-155 Moved, Seconded by Mayor Lightfoot, Councillor Smith THAT Council supports the application to Northern Development Initiative Trust from the Village of Lytton for a grant of up to \$10,000 for the Lytton Elementary School Feasibility Study from the Capital Investment Analysis Program.

CARRIED
OPPOSED: COUNCILLOR HAY

- (b) 2 Rivers Remix Society – Letter to Council dated May 8, 2018 requesting designated Handicapped Parking for May 18 & 19

18-156 Moved, Seconded by Councillor Smith, Mayor Lightfoot THAT the Village of Lytton designate two parking spaces located on Main Street in front of the Village Office as Handicapped Parking for May 18 & 19. **CARRIED**

15) CALENDAR OF EVENTS

- May 3, 2018 – NNTC Tribal Council & BC Hydro Open House @ Memorial hall 10:30-1:30
- May 4, 2018 – Gold Country Community Society Regular AGM @ 10:30am
- May 11, 2018 – CAO, CFO & Intern in Kamloops @ TNRD election meeting
- May 13, 2018 – Lytton Transfer Station Free Disposal Day
- May 14, 2018 – Age Friendly Meeting 11:00am @ Village Council Chambers
- May 15-17 – CAO Anderson in Victoria @ LGMA conference
- May 18 & 19, 2018 Two Rivers Remix
- May 20, 2018 – Lytton River Run/Walk event
- May 25 & 26 – 3rd annual Gold Country Tourism Symposium in Cache Creek
- May 30, 2018 – Building a Healthy Community @ Memorial hall 9:00-4:00
- Nominations for Candidates: September 4 – 14, 2018
- Election Date October 20, 2018

16) IN-CAMERA MEETING

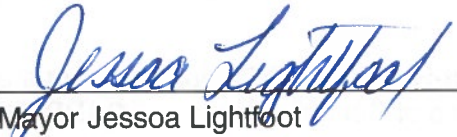
18-157 Moved, Seconded by Councillor Hay, Mayor Lightfoot THAT in accordance with Section

90(1)(e) of the *Community Charter*, this portion of the meeting is closed to the public, AND THAT Council move *in camera* for the closed portion of the meeting at 9:35 p.m.


Council returned to the open meeting at 9:59 p.m.

17) **ADJOURNMENT**

18-158 Moved, Seconded by Councillors Hay, Smith THAT the meeting adjourn at 10:00 p.m.
CARRIED



Mayor Jesso Lightfoot



Corporate Officer/CAO Rebecca Anderson