



**Village of Lytton
Regular Council Meeting
MINUTES
Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday, June 13, 2018**

IN ATTENDANCE:

Mayor Lightfoot
Councillor Hay
Councillor Polderman
Councillor Smith

ABSENT WITH NOTICE:

Councillor Callewaert-Haugen

STAFF:

Rebecca Anderson, CAO
Margaret Stewart, CFO
Kim Goodall, Intern

PUBLIC:

Bernie Fandrich
Amanda Spinks

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

2) **ADDITION OF LATE ITEMS**

a) **Sewer & Water Rate Report** by CFO Margaret Stewart dated June 13, 2018

b) **Fraser Basin Council** Notice re Community Adaptation Workshops

3) **ADOPTION OF AGENDA**

18-176 Moved, Seconded by Councillors Polderman, Smith THAT the agenda be adopted as amended to add item 9 (Readings of the Fees & Charges Bylaw 696, 2018 & Sewer; Water Rate Report by CFO Stewart dated June 13, 2018) and item 10(a)(iv) (Fraser Basin Council Notice).

CARRIED

4) **DELEGATIONS** – None

5) **PUBLIC COMMENT** – None

6) **ADOPTION OF MINUTES** - None

7) **BUSINESS ARISING** - None

8) **REPORTS FROM STAFF**

a) **CAO Report** – Written Report by CAO Anderson dated June 13, 2018

b) CFO Report

i) SOFI Report by CFO Margaret Stewart

18-177 Moved, Seconded by Councillors Polderman, Smith THAT Council approves the Statement of Financial Information for the year ending 2017 as presented. **CARRIED**

- ii) Verbal Report by CFO Stewart – CFO Stewart has been working with the museum on the light installation. The Fire Inspector has now completed his investigation of nine buildings and he will e-mail his reports. He still has more buildings to inspect. On August 11, 2018, the auctions closed on our two vehicles, and we received \$5200 for the flat deck truck, and \$9500 for the Dodge Ram truck. The SWPI-958 Operational Fuel Treatment Project will cost \$274,095, with 90% covered by the grant (90% = \$246,685), and the Village must pay 10% of the costs for this project (10% = \$27,410). The costs payable by the Village are not included in the 2018 budget. The project will span two years, so the costs will likely all become payable in 2019, although there may be some payable before the end of 2018. The project administrators require the project to commence in Fall 2018, and advise it will likely require two teams over two years, and must be completed no later than April 19, 2020. The quarterly financial reports are still a work in progress and will be ready to present to Council next week, reporting up to the end of May 2018. The \$280,000 (approximately) of GMF grant funding is under consideration, with the decision delayed due to a change in their program director. The Cemetery Restoration Project needs to be completed soon, as it is in the books as a project for this year's budget. The replacement equipment for the water project is expected to arrive during the next week. The pool's new roof was constructed to accommodate the installation of the new solar heating system to provide hot water to the pool, and the contractor will commence work soon. The project is on budget and expected to complete in time for the opening of the pool. The solar blanket and new winder have been delivered. The propane tank had to be filled at the end of May, which already put us over the pool's propane budget. CFO Stewart is drafting an amending bylaw to amend the Village's Financial Plan Bylaw as the current bylaw did not include all of the water project revenue and expenses, which were still unknown at the drafting of the current bylaw. The amending bylaw will require public notice and opportunity to comment, and a Special Council Meeting will need to be scheduled to do this.

18-178 Moved, Seconded by Councillors Polderman, Smith THAT the proceeds from the sale of the flat bed truck and the Dodge 5500 truck be deposited into the Vehicle Reserve account. **CARRIED**

c) Corporate Officer – None

d) Economic Development Officer – None

e) Public Works – Verbal Report by CAO Anderson

The PW team has been working with only one person working due to vacations, time away to attend training, time off due to illness, etc. This reduces their capacity to undertake some tasks. They have focussed on getting the pool ready, assisting as needed for the construction of the Groundwater Development Project, weed whacking, raft takeout ramp clean-up. They have completed all of the tasks required by WorkSafe BC to bring us into compliance with the regulations regarding the WWTP confined spaces. The WorkSafe BC Officer was on site again to conduct another follow-up inspection and indicated that he is pleased with the work done by our crew. The PW Lead Hand has been bringing the Village into compliance with the

ERRIS reporting (effluent regulation reporting to Environment Canada), as many reports were outstanding from 2014 through 2017. The staff have identified that the Village needs to auger the tree roots out of our side of a resident's sewer line.

f) Lytton Fire Rescue – Report by Fire Chief Jason Phillips for March 2018

g) Water Project Coordinator - None

18-179 Moved, Seconded by Councillors Hay, Smith THAT Council receives the CAO report dated June 13, 2018 for information and filing, AND THAT Council accepts the verbal reports of staff. **CARRIED**

9) **BYLAWS, POLICIES & RESOLUTIONS**

a) Fees and Charges Bylaw No. 696, 2018 – Sewer and Water Rates Report by CFO Stewart dated June 13, 2018

18-180 Moved, Seconded by Councillors Polderman, Smith THAT the Fees and Charges Bylaw No. 696, 2018 has been given 1st, 2nd and 3rd reading.

10) **CORRESPONDENCE**

a) **Incoming Correspondence for Action**

i. Royal Canadian Legion, Lytton Branch – Request by Sheila Maquire for a letter of support for the Legion's grant application to continue renovations to the upstairs of the Legion Hall.

18-181 Moved, Seconded by Councillor Smith, Mayor Lightfoot THAT Council supports the Lytton Legion's grant application submitted to the New Horizons for Seniors Community Based Projects Fund for building improvements. **CARRIED**

ii. Lytton River Festival – Request by Noni McCann to have swimming pool open August 31 & September 1, 2018 during the festival.

Council directed staff to send a letter that a decision on this matter will be made once Council knows the pool staff's availability for August 31st and September 1st.

iii. Meeting with MLA Tegart re 2018 UBCM Convention

Council directed staff to bring this request before the next Committee of the Whole meeting scheduled for June 22, 2018.

iv. Fraser Basin Council – Notice re Community Adaptation Workshops and request for Expressions of Interest

No action.

b) **Correspondence for Information**

i) Community Futures – AGM June 28, 2018 @ 7:00pm in Ashcroft, BC

ii) Canadian Wood Council – 2018 Community Recognition Awards call for Nominations

iii) NDIT – Approval of up to \$35,000.00 for 2018 Local Government Internship Program

iv) BC Interior Community Foundation – Annual General Meeting @ 4:00pm in Kamloops on June 21, 2018

- v) Kanaka Bar Indian Band – Thank you letter for donation of 100 lapel pins in April for the Lytton River Walk/Run.
- vi) TNRD – The current highlights from the board of directors meeting May 17, 2018
- vii) WSP – Notice to Proceed Village of Lytton Groundwater Development Project
- viii) Lytton First Nation – Aboriginal Day of Wellness Celebration June 21, 2018

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

(d) **Outgoing Correspondence** – List provided to Council.

18-182 Moved, Seconded by Councillors Smith, Polderman THAT Council receive the above-noted correspondence for information and filing. **CARRIED**

11) **REPORT FROM MAYOR**

May 30th – The Mayor attended the Lytton First Nation planning session at the Memorial Hall along with most of council and office staff.

June 1st - The Mayor met with the LES grade 2 students who presented her with a request to paint fish by the storm drains. They had a brief meeting in council chambers where they discussed why it was important to protect water and the children's safety if council supported their event. Their teacher has since contacted Mayor Lightfoot and would like to plan the painting for Wednesday June 20th. Kevin Duncan has been working with the group and will be part of the students' project.

18-183 Moved, Seconded by Councillors Polderman, Smith THAT Council supports the student project to paint fish symbols by the Village's storm drains. **CARRIED**

June 4th - Council met with BC Interior Foundation and were presented with a cheque in the amount of \$6138.34 which represents the interest for the year ending December 2017.

June 5th – Mayor Lightfoot attended the SD #74 meeting in Ashcroft and presented to the board. A motion to close LES received final reading with a 4/3 vote.

June 6th – The Mayor was interviewed by CBC regarding the school closure. Mayor Lightfoot also attended the Fire Smart Board meeting where they planned the June 14th recognition event. Further, Council had an in camera meeting later that afternoon.

June 8th – Mayor Lightfoot travelled to Cache Creek to attend an emergency meeting of Gold Country Society. The Society's CEO position is currently vacant and a job posting for the position has been posted. The Mayor also attended the KSS graduation ceremony and extended congratulations from the Village of Lytton.

June 12th – The Mayor met with the museum executive and senior staff to review information and share concerns.

The Mayor presented further information about the Lytton School Feasibility Study that is being prepared for NkshAytkn, and the funds raised and payment made for the study through Lytton First Nation.

Mayor Lightfoot left the meeting at 9:43 p.m. Councillor Smith assumed the Chair as Deputy Mayor for the remainder of the meeting.

COUNCIL REPORTS

a) Councillor Hay

At the last Regular Council Meeting, Councillor Hay had mentioned in his Report that a resident was concerned that some of the “river” rocks used in the bush area along the side of the Village Office were deposited into his yard. He had also recommended to that individual that he go to the Village Office and complete the “complaint’s” form. I received another phone call from this resident to inform me that he had gone to the Village Office and had completed the Form. During that phone conversation, he informed me that approximately two days after completing the Form he was informed by the Village that he was not allowed to park the School Bus beside his residence. His concern arising from this was the School Bus has been parked there for several years and as soon as he went to the Village Office and completed the Form, this happened. He feels he is being punished for making a complaint about an issue concerning his property.

Public Works staff are to be commended on the work they are doing with regards to the weed-whacking and lawn mowing within the Village. It is also noticed that the trees lining the streets are being watered, but there is a completely dead tree located near the AG Foods Store - is it going to be removed?

b) Councillor Polderman

Councillor Polderman attended the Lytton First Nations community planning workshop held May 30th. He met with CFO Stewart to discuss obtaining a Letter of Credit for the Village during the course of the Groundwater Development Project. Councillor Polderman met with Bain Geir of Lillooet about their recreation centre and lifeguards. He learned that their rec centre costs approximately \$600,000 per year, and that they pay approximately \$18 per hour to their lifeguards, which is a higher rate than ours are paid. Councillor Polderman did some research into the FCM Municipalities for Climate Change grant program.

c) Councillor Smith

Councillor Smith attended the Lytton First Nations Community to Community planning workshop on May 30th. He participated in the BC Interior Community Foundation meeting with Council. He attended the solar energy community information session at Kanaka Bar. He learned about the costs of a project, which was estimated to be about \$30,000.

12) REPORTS FROM COMMITTEES OF COUNCIL & COMMISSIONS

a) The Age-friendly Seniors Housing Committee – Councillor Hay (Committee Chair)

The Committee met on the 4th of June 2018 to discuss the Needs and Gaps Study questionnaires to be sent out to the community. An informative flyer has been distributed through a mail-out, explaining the questionnaires and for residents to expect phone calls from CitySpaces, as well as the places where a “general” questionnaire can be picked up for completion. The Committee will have the final version of the General Questionnaire to CitySpaces by end of week and hopefully it will be distributed by early next week. The

Committee has devoted a lot of their personal time and energy to getting the Committee to this point.

b) DL225 Land Advisory Committee – Councillor Hay

The Committee received yesterday an email from Gordon Humphrey regarding the gathering of documentation from the Provincial Government regarding the DL225 Land. Since it was only received within the last 24 hours, it will take the Committee awhile to digest the information contained within it and should be able to provide a more comprehensive Report at the next Council Meeting.

18-184 Moved, Seconded by Councillors Hay, Polderman THAT Council accept the Reports of the Councillors, and the Reports from Committees of Council. **CARRIED**

13) **NEW BUSINESS**

- a) BC Interior Community Foundation – 2017 Distributions of Lytton Community Fund
- b) UBCM – Council’s attendance
- c) Two Rivers Community Service Society – Request letter of support for New Horizons Seniors Program grant application.

18-185 Moved, Seconded by Mayor Lightfoot, Councillor Smith THAT Council supports the application of Two Rivers Community Services Society to the New Horizons for Seniors Community Based Projects grant program for the Lytton Outdoor Fitness Project Action Plan.

CARRIED
OPPOSED – COUNCILLOR HAY

14) **CALENDAR OF EVENTS**

- Fire Smart Recognition BBQ @ 11am in Pocket Park June 14, 2018
- L.E.S. Annual Fun Fair 5:30-8:30 @ L.E.S. June 21, 2018
- Nominations for Candidates: September 4 – 14, 2018
- Advance Poll – October 10, 2018
- Election Date October 20, 2018

18-186 Moved, Seconded by Councillors Polderman, Hay THAT the meeting continue past 10:00 p.m. **CARRIED**

15) **IN-CAMERA MEETING**

18-187 Moved, Seconded by Councillor Hay, Polderman 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 10:03 p.m.

Council returned to the open meeting at 10:25 p.m.

RISE & REPORT


18-188 Moved, Seconded by Councillors Polderman, Hay THAT Council accepts the resignation of Public Works Lead Hand Austin Doyle. **CARRIED**

16) **ADJOURNMENT**

18-189 Moved, Seconded by Councillors Hay, Polderman THAT the meeting adjourn at 10:26 p.m. **CARRIED**



Mayor Jessoa Lightfoot



Corporate Officer/CAO Rebecca Anderson

