



**Village of Lytton
Regular Council Meeting
MINUTES**

**Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday September 26, 2018**

IN ATTENDANCE:

Mayor Lightfoot
Councillor Callewaert-Haugen
Councillor Hay
Councillor Polderman

ABSENT WITH NOTICE:

Councillor Smith

STAFF:

CAO Rebecca Anderson, Public Works Lead Hand Rod Bates, Intern Kim Goodall, AND Water Project Coordinator Lonny Miller (via telephone)

PUBLIC:

Mrs. Peggy Chute, Mr. Dave Crozier & Mrs. Doreen Crozier

1) **CALL TO ORDER** - Mayor Lightfoot at 7:03 pm

2) **ADOPTION OF AGENDA**

18-245 Moved, Seconded by Councillors Hay, Polderman THAT the agenda be adopted as amended to reflect the change in presentation order of item 14 and item 7. **CARRIED**

3) **ADDITION OF LATE ITEMS** - None

4) **DELEGATIONS** – None

5) **PUBLIC COMMENT** – None

6) **ADOPTION OF MINUTES**

(a) Draft Minutes of the Regular Council Meeting of Wednesday June 27, 2018

18-246 Moved, Seconded by Councillors Hay, Polderman THAT the Minutes of the Regular Council Meeting of Wednesday June 27, 2018 be adopted as presented. **CARRIED**

(b) Draft Minutes of the Finance & Audit Committee of the Whole Meeting dated Friday June 22, 2018

18-247 Moved, Seconded by Councillors Polderman, Hay THAT the Minutes of the Finance & Audit Committee of the Whole Meeting Dated Friday June 22, 2018 be adopted as presented. **CARRIED**

7) NEW BUSINESS

- (a) Draft Funding Application for the Investing in Canada Infrastructure Program Re Wastewater Monitoring and Treatment Project – Public Works Lead Hand Rod Bate

18-248 Moved, Seconded by Councillors Hay, Polderman THAT Council approves the Investing in Canada Infrastructure Program grant application for the Wastewater Monitoring and Treatment Project AND THAT Council is committed to contribute its share of the eligible project costs and all the ineligible costs. **CARRIED**

- (b) Sandblasting and painting of sand box and salt spreader – Public Works Lead Hand Rod Bate

18-249 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Council approves the sandblasting and painting of the sand box and salt spreader, up to a cost of \$2500.00 AND THAT if funds in excess of the vehicle maintenance budget are required, a report be made to Council. **CARRIED**

Mr. Bate left the meeting at 7:37 pm.

- (c) Draft Annual Report for 2017

Mayor Lightfoot opened the floor for Public Comment regarding the draft 2017 Annual Report–Peggy Chute inquired whether a breakdown of the costs for the outdoor swimming pool should be included in the report. Staff advised that this information is available, however it is not ordinarily included in the Annual Report.

A short break was taken at 7:39 pm so that copies of a report of pool costs and revenues could be distributed to Council and members of the public in attendance. The meeting re-commenced at 7:41pm.

18-250 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Council adopt the 2017 Annual Report as presented. **CARRIED**

- (d) 2018 UBCM Convention – Verbal Report by Councillor Callewaert-Haugen

Councillor Callewaert-Haugen attended a clinic on housing affordability and spoke with a presenter from Housing Link BC who advised that access to funds can often be found more easily through Homelessness Grants, regardless of the clients being served. Also, that grants through Indigenous Housing are available, particularly for seniors.

The presentation on Greyhound was cancelled. Councillor Callewaert-Haugen attended a meeting with the Minister of Transportation to advocate for public transportation for Lytton and area. The Province is discussing contracts with individual bus companies and the Minister invited Councillor Callewaert-Haugen to be part of the advisory committee to develop transportation solutions for rural communities.

Clearwater was featured in the Small-Town Forum, specifically the conversion of their elementary school into a biofuel energy generation facility. Heritage conservation through grants for Canadian Historical buildings was also a topic.

Councillor Callewaert-Haugen also attended the Policing session where the discussion was focused on creating Regional Policing Hubs. Many small community representatives

expressed concern and this solution was not popular with Convention attendees. Discussion also included the turnover of managing staff in larger detachments.

During her meeting with the Minister of Education, Councillor Callewaert-Haugen brought the Gold Trail School Board's lack of consultation with the public to the Minister's attention. Councillor Callewaert-Haugen was advised that the Board has been pursuing capital funding for the renovations of Kumsheen Secondary School directly with the Ministry. Councillor Callewaert-Haugen requested assistance from the Ministry of Education for mediation with the School Board.

18-251 Moved, Seconded by Councillors Polderman, Hay THAT Council accepts Councillor Callewaert-Haugen's verbal report on the 2018 UBCM Convention. **CARRIED**

- (e) PBLI Webinar "Contaminated Sites" – CAO, Anderson & Councillor Polderman Re enrollment and hosting of the webinar in the Council Chambers at 9:00 a.m. on Thursday October 18, 2018

18-252 Moved, Seconded by Councillors Hay, Polderman THAT Council approves the enrollment in the PBLI "Contaminated Sites" Webinar scheduled for Thursday October 18, 2018, up to the cost of \$820.00; AND THAT it be aired in the Council Chambers where it will be open to all Council, staff, and interested citizens if they wish to attend. **CARRIED**

Council directed staff to create and distribute a poster to publicize the Webinar and Council will forward a written invitation to the First Nations Band Chiefs.

8) REPORTS FROM STAFF

- (a) **Water Project Coordinator** – Lonny Miller (via telephone) Re Water Project Update Report dated September 26, 2018 and attaching Contemplated Change Orders #5 and #7, and WSP Change Order # 2.

18-253 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT the Water Project Update Report dated September 26, 2018 and WSP Change Order #2 be received for information and filed. **CARRIED**

18-254 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Contemplated Change Order #5 in the amount of \$1401.84 for increased costs of Water Treatment Plant HVAC equipment be approved by Council. **CARRIED**

18-255 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Contemplated Change Order #7 in the amount of \$3971.84 for 12 metres of 10' high chain link fence for the ball diamond at Lytton Elementary School be approved by Council. **CARRIED**
Mr. Miller departed at 8:37 pm

- (b) **CAO** – Report to Council dated September 26, 2018

18-256 Moved, Seconded by Councillors Hay, Polderman THAT the CAO's Report to Council dated September 26, 2018 be received for information and filing.

- (c) **CAO** – Revenue & Expenditure Report for Swimming Pool

- (d) **Corporate Officer** – None

- (e) **Economic Development Officer** – None
- (f) **Public Works** – None
- (g) **Fire Rescue** – None
- (h) **Engineering Consultant** - None

9) **BYLAWS, POLICIES & RESOLUTIONS** – None

10) **CORRESPONDENCE**

(a) **Incoming correspondence for action**

- i. Letter from Dorothy Dodge dated August 26, 2018 re: Village evacuation plan.

Council directed senior staff to follow up with Mrs. Dodge to inform that public awareness and communication are expected to be a key focus for Fire Smart community information sessions planned for the near future.

- ii. Dr. Rosalin Miles, Lytton First Nation – Letter of Support for LFN Healing Program Business Plan

18-257 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Council provide a Letter of Support for Lytton First Nations Healing Program Business Plan.

CARRIED

- iii. 2 Rivers Remix – Sponsorship for 2019

18-258 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT Council contribute \$1000.00 in cash and \$3000.00 in-kind support for a total of \$4000.00 to the 2019 2 Rivers Remix.

CARRIED

(b) **Incoming correspondence for information**

- i. Green Communities Committee – pleased to acknowledge your achievement of Level 1 recognition “Demonstrating Progress on Charter Commitments”
- ii. Lytton Two Rivers Farmers Market – Use of electricity and outside plugs at the Village Office
- iii. OHCS Building & Safety Standards Branch – Adoption of 2018 BC Building & Plumbing Code
- iv. District of Ucluelet – Modernization of Utility Taxation
- v. UBCM – RCMP Contract Management Committee Update
- vi. Houston, BC – BC Wildfire Resources
- vii. aKd Resource – Review of the Auditor General for Local Government Act & Office
- viii. Online trip advisor reviews – Lytton visitor centre & Chamber of Commerce
- ix. Interior Health – Making the Links: Climate Change, Community Health & Resilience
- x. UBCM – RCMP Policing Structure Under Review
- xi. UBCM – Housing Hub
- xii. Fisheries and Oceans Canada – Consultation on the potential emergency listing of Thompson & Chilcotin Steelhead Trout under the Species at Risk Act
- xiii. Mayor Lightfoot – Proposed Pest Management Plan CN – 18/23-BCE

18-259 Moved, Seconded by Councillors Hay, Polderman that incoming correspondence for information be received and filed.

CARRIED

- (c) **Incoming correspondence list** – none
- (d) **Outgoing correspondence list** – list attached

11) **REPORT FROM MAYOR**

Mayor Lightfoot had a discussion with staff from the Transition House who would like to offer a brief presentation to council regarding their work and services. The Mayor suggested that it may be best to have a delegation after the incoming council has been sworn in. Riverfest was well attended. Sgt. Davis was a great sport and helped raise funds by participating in the dunk tank. The Dog Show was a hit and Savage Society brought in a good crowd. FireSmart meetings and events are planned during October and November. The Mayor attended the meeting with the residents from Falkland who were interested in the incorporation as a municipality.

Mayor Lightfoot has been in contact with the Ministry of Education and is concerned that they have asked to table discussion until the new Village Council is in place. She informed them that the School Board has already started the facility consultation process to move LES students to Kumsheen and that the Village residents have been excluded from the discussion. Mayor Lightfoot was asked to keep the Ministry informed. School administration and the School Board advised Mayor Lightfoot that the Village is not part of their stakeholder groups that form the new K-12 Working Group. Representatives from Kanaka Bar Indian Band and Nicomen Indian Band have not been included as stakeholders either nor invited to participate in the group's meetings. The Mayor has learned that the School Board has requested public input on the Kumsheen reconfiguration by October 3rd; however, they have asked that only designated stakeholders gather and submit the information, and have not provided a list of contacts.

18-260 Moved, Seconded by Councillors Polderman, Hay THAT the Mayor write a letter on behalf of Council to the School Board, copied to the Ministry of Education, expressing concern that the Village has been excluded from the consultation process. **CARRIED**

12) **COUNCIL REPORTS**

- (a) Councillor Polderman attended an NDIT meeting. The grant for the Memorial Hall kitchen equipment upgrade was approved. Several resolutions were also passed and there was discussion focused on the upcoming election. The Councillor is also concerned that the garbage containers at the transfer station have been overflowing on several occasions since the new contractor took over and has passed on his observations to the TNRD.
- (b) Councillor Hay reports that members of the public inquired who was responsible for garbage pickup during River Fest and if this was an in-kind contribution from the Village. He also noted that Public Works has been working at the new Forestry Site and inquired if the rent revenue is enough to offset the labour cost incurred by the Village. The weed whacking done by Charles was an excellent job and appreciated by Councillor Hay. He also inquired as to when the Fuel Management tender would be posted.

Mayor Lightfoot left the meeting at 9:50 pm. Councillor Polderman took the Chair as Deputy Mayor for the remainder of the meeting.

13) **REPORTS FROM COMMITTEES OF COUNCIL & COMMISSIONS**

- (a) Age-Friendly Seniors Housing Committee – Final Report by Councillor Hay dated September 26, 2018

Councillor Hay expressed his appreciation to the Committee members. Ms. Crozier suggested that Councillor Hay contact Mr. Adams in Yale regarding a recent grant possibility.

18-261 Moved, Seconded by Councillors Polderman, Callewaert-Haugen THAT the Age Friendly Seniors Housing Committee Final Report dated September 26, 2018 be received for information and filing. **CARRIED**

- (b) Parcel DL225 Land Advisory Committee – Verbal report by Councillor Hay

Councillor Hay reported that a great deal of information has been gathered that can now be passed onto the next council representative appointed to this committee.

18-262 Moved, Seconded by Councillors Callewaert-Haugen, Polderman THAT Councillor Hay's verbal report regarding Parcel DL2225 Land Advisory Committee be received for information. **CARRIED**

14) **BUSINESS ARISING - None**

15) **CALENDAR OF EVENTS:**

- Jackie Tegart, MLA – will be at Klowa Café Thursday September 27, 2018 11:00am-12:00pm.
- Advance Poll – October 10, 2018
- Election Date October 20, 2018
- Fire Smart community cleanup – Sunday October 21, 2018 @ 10:00am – 2:00pm meeting at 155 South Main Street (by Kent Rd.)
- Village of Lytton Inaugural meeting for new Council to be sworn in October 30, 2018 7:00pm in Council Chambers
- Fire Smart community information session November 1, 2018 at 5:00pm @ Memorial Hall
- TNRD Inaugural meeting for new Council on November 8, 2018 @ The Rex 417 Seymour Street Kamloops, BC 7:00pm
- TNRD Regional orientation November 9, 2018
- Gordon McIntosh Workshop for new Councillors December 10th & 11th

18-263 Moved, Seconded by Councillors Hay, Polderman THAT the meeting continue past 10:00 pm. **CARRIED**

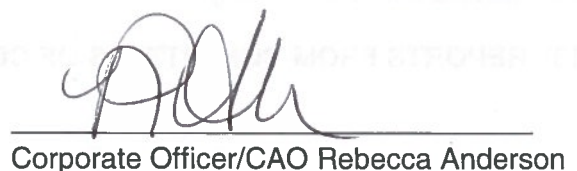
16) **IN-CAMERA**

18-264 Moved, Seconded by Councillors Hay, Callewaert-Haugen THAT in accordance with Section 90(1) of the Community Charter, this portion of the meeting is closed to the public, and that Council move in In-Camera at 10:02 pm. **CARRIED**

17) **ADJOURNMENT**

18-265 Moved, Seconded by Councillors Callewaert-Haugen, Hay that the meeting be adjourned at 10:15 pm. **CARRIED**


Mayor Jessoa Lightfoot


Corporate Officer/CAO Rebecca Anderson