



**Village of Lytton
Regular Council Meeting
MINUTES
Council Chamber, 380 Main Street, Lytton, BC
7:00 pm – Wednesday October 10, 2018**

IN ATTENDANCE:

Mayor Lightfoot
Councillor Polderman
Councillor Smith

ABSENT WITH NOTICE:

Councillor Callewaert-Haugen
Councillor Hay

STAFF:

CAO Rebecca Anderson, Water Project Coordinator Lonny Miller, Intern Kim Goodall

PUBLIC:

Mrs. Peggy Chute, Sgt. Curtis Davis

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

2) **ADOPTION OF AGENDA**

18-266 Moved, Seconded by Councillors Polderman, Smith THAT the agenda be adopted as presented. **CARRIED**

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

4) **DELEGATIONS**

(a) RCMP Sgt. Curtis Davis informed Council that the Lytton Detachment is now fully staffed as a new member has recently arrived. Staffing will remain consistent until 2020 as both Corporal Harris and Constable Johnson have been granted extensions to retain their postings in Lytton. In the past month, the officers have destroyed approximately 6000 marijuana plants from unattended outdoor grow operations in the Lytton area. Other initiatives include a concerted effort to deter speeding in the downtown corridor along Highway 12. In addition, prisoners are still taken to Lillooet as the custodial guard position remains unfilled. Sgt. Curtis advises that there are no known plans to amalgamate or close the Lytton detachment.

5) **PUBLIC COMMENT** - None

6) **ADOPTION OF MINUTES** - Postponed until the next Regular Council Meeting

7) **BUSINESS ARISING**

(a) nkskAytkn Caring for Our Children – Feasibility Study dated August 28, 2018 re nkshAytkn Neighbourhood Learning Center

18-267 Moved, Seconded by Councillors Polderman, Smith THAT the Feasibility Study: nkskAytkn Neighbourhood Learning Center dated August 28, 2018 be received for information and filed. **CARRIED**

8) **REPORTS FROM STAFF**

(a) **CAO Anderson** - Verbal Report to Council.

The Tax Sale was unnecessary as all delinquent taxes were paid prior to the deadline. The Civic election is by acclamation and October 30th will be the inaugural meeting for our new Council and Mayor. TNRD advance voting is occurring today and approximately twelve voters have been assisted by CAO and staff.

There will be a Fire Smart Community Cleanup on October 21st and a Public Information Session on November 1st. MLA Tegart held a public coffee meeting that CAO Anderson attended along with Mayor Lightfoot and Councillor Polderman.

CAO Anderson met with our Building Inspector and employees of BC Wildfire Service and Ministry of Forests, Lands & Natural Resource Operations regarding the building permit applications and inspections required for the development of 155 S. Main St. Geotechnical assessments were completed. All relevant information has been gathered for the fencing, water and sewer improvements, and the construction required for the installation of the triple-wide trailer, which has been submitted to the TNRD on Friday October 5th. We are gathering the information for the Quonset and for the single-wide trailer also, each of which will require a separate permit. Rezoning must be finalized in order for the building permits to be processed.

A Sewer Master Plan proposal has been submitted by Dan Mundall and a funding grant application will be prepared for the next intake date. The Investing in Canada Infrastructure grant application was submitted.

The search for a CFO continues and the VOL was able to utilize a free employment posting in MuniWorld. Two more Skype interviews were conducted today. The final reporting for the 2018 Canada Summer Jobs grant program was completed. The 2017 Age Friendly Communities funding program was extended to June 2018, and the final report was submitted and approved. The SWPI Operational Fuel Treatment project is in process. Staff are preparing orientation packages for the incoming Council. The President of the Lytton Legion has requested that the Village review the agreement between the Village and the Legion for the lease and maintenance of Caboose Park. CAO Anderson met with a local business owner regarding the conversion of some motel rooms to monthly room rentals in addition to possibly acquiring a property and converting to residential apartments. The Village was able to provide statistical information from the recent Lytton Housing Needs & Gaps study to inform the business decision. CAO Anderson also provided the Lytton Housing Needs & Gaps study to assist Kanaka Bar with their housing proposal and Chief Michel has offered to attend Council as a delegation to provide more details about the Kanaka Bar housing project.

Many residents have approached the CAO with their ideas and suggestions to honour outgoing Mayor Lightfoot for her many contributions and long service to our Community.

18-268 Moved, Seconded by Councillors Smith, Polderman THAT Council receive the CAO's Report to Council for information. **CARRIED**

(b) **CFO** – None

- (c) **Corporate Officer** – None
- (d) **Economic Development Officer** – None
- (e) **Public Works** – Verbal report by CAO Anderson

All Village vehicles have been inspected and insured for the year including the Fire Truck. Public Works have delivered the dump truck and snow plow for sandblasting and painting to a shop in Kamloops. Significant savings (approximately \$14,000 annually) will be realized by changing chlorine suppliers. Public Works have also removed the unused Water Tank from Loring Way and have been assessing and mapping sewer infrastructure via subterranean camera. A problem with root bound pipes was discovered on West Lane/Fraser Street and trees will need to be removed to alleviate the issue. A property owner is concerned that the trees were on their property, and the topic is being addressed by CAO Anderson. The crew will be power washing the Village office building. Also, significant cracks are noticeable in the PW shop building. In addition, staff are now working Monday through Friday and only as required on weekends to give the new scheduling a trial run and in anticipation of the new SCADA system making electronic monitoring possible.

- (f) **Fire Rescue** – None
- (g) **Water Project Coordinator** – Water Project Update Report dated October 10, 2018.

Mr. Miller informed Council that as of today, 36 metres have been drilled under the CP Rail line. There are changes to the Kiosk for Well #3 that will have to be approved by LFN Council and administration, and time is of the essence in order to meet the project completion deadline of March 31, 2019. Options are being explored for a hydro power pole which may need to be moved.

18-269 Moved, Seconded by Councillors Polderman, Smith THAT Council receive the Water Project Update Report dated October 10, 2018 for information and filing. **CARRIED**

- (h) **Engineering Consultant** - None

9) **BYLAWS, POLICIES & RESOLUTIONS**

- (a) Zoning Amendment Bylaw No. 697, 2018

18-270 Moved, Seconded by Councillors Polderman, Smith THAT Zoning Amendment Bylaw No. 697, 2018 is given first and second reading. **CARRIED**

- (b) Official Community Plan Amendment Bylaw No, 698, 2018

18-271 Moved, Seconded by Councillors Polderman, Smith THAT Official Community Plan Amendment Bylaw No. 698, 2018 is given first and second reading. **CARRIED**

18-272 Moved, Seconded by Councillors Smith, Polderman THAT a Public Hearing be scheduled on October 26th, 2018 at 4:00 pm. **CARRIED**

18-273 Moved, Seconded by Mayor Lightfoot, Councillor Smith THAT a Special Council Meeting be scheduled on October 26th, 2018 at 4:30 pm. **CARRIED**

10) CORRESPONDENCE

(a) Incoming correspondence for action

- i. Kanaka Bar Affordable Housing Project (the Crossing Place) – E-mail dated October 4, 2018 requesting letter expressing support

18-274 Moved, Seconded by Councillors Polderman, Smith THAT Council supports the plan of Kanaka Bar Indian Band to design and construct new and affordable housing units, AND THAT Council also supports the proposal submitted to the Province on October 5, 2018. **CARRIED**

- ii. St. Bartholomew's Health Care Auxiliary – letter dated October 8, 2018 requesting a donation for a trauma imaging stretcher

18-275 Moved, Seconded by Councillor Smith, Mayor Lightfoot THAT the Village will contribute \$1,000.00 as a donation to the St. Bartholomew's Health Care Auxiliary for a trauma imaging stretcher, AND THAT these funds will be paid from the Lytton Community Health Fund. **CARRIED**

(b) Incoming correspondence for information

- i. Ministry of Forests, Lands, Natural Resource Operations & Rural Development – Response to July 3, 2018 request by Ed Senger of Landscape Consulting Corporation for an exemption to cut and dispose of Crown timber has been reviewed.
- ii. Danyta Welch, Manager, Local Government Program Services – 2017 Age-Friendly Communities (Senior's Housing Plan)
- iii. Northern Development Initiative Trust – Lytton Memorial Hall Kitchen Upgrades application was approved
- iv. Ministry of Public Safety & Solicitor General – Thank you for being an integral part of the 2017 floods & fires efforts

(c) **Incoming correspondence list** – none

(d) **Outgoing correspondence list** – list attached

11) REPORT FROM MAYOR

September 27th – Mayor Lightfoot attended MLA Tegart's public coffeehouse meeting at Klowa Cafe. Discussions included the reconfiguration of the schools, public transportation and the upcoming vote on proportional representation.

September 28th – Mayor Lightfoot received an email from CPR representative Mike LoVecchio conveying, "I am pleased to announce that the 2018 CP Holiday Train will be making a stop in Lytton on Monday, December 17, 2018. Thanks to the generous support of great communities like yours, the Holiday Train raised over \$1.5 million and 300,000 pounds of food in 2017, bringing our total to \$14.5 million and 4.3 million pounds of food raised since 1999 to help those in need."

A letter was sent to SD#74 expressing our concerns on their reconfiguration process and asking that a member of Village council be included in this stakeholders group.

October 1st, NkashAytn met at LFN to discuss steps forward and community input on the reconfiguration of our schools. SD#74 has apologized for not including NkashAytn as a stakeholder in the K-12 committee and invited that group to send a representative. There was consensus that the group would support the KSS K-12 concept for the interim with the understanding that they continue to work towards a "Neighbourhood Learning Centre" at the LES site.

October 2nd, Mayor Lightfoot attended the AG Community Dinner at the Memorial Hall. A well-attended event with a musical performance, raised \$900 through donations for meal programs at the three schools.

A member of the hospital auxiliary approached Mayor Lightfoot to convey the bench removed at the assisted living was missed by the residents and that they had corresponded with IHA to see if it could be reinstated by the Village.

October 4th – correspondence from Kanaka Indian Band was received looking for support for their housing initiative.

October 9th – Mayor Lightfoot was advised that the scheduled SD#74 "K-12 committee meeting" was postponed to allow more time for community input.

12) COUNCIL REPORTS

- (a) Report from Councillor Polderman. Councillor Polderman attended the public meeting with MLA Tegart and has been involved with telephone interviews of CFO candidates. In addition, he attended the BC Interior Community Foundation Dinner with CAO Anderson on September 22nd.
- (b) Report from Councillor Smith. Councillor Smith has been involved with the telephone interviews of CFO applicants and advises that the new gate for Pioneer Cemetery is a work in process.

13) REPORTS FROM COMMITTEES OF COUNCIL & COMMISSIONS – None


14) NEW BUSINESS - None

15) CALENDAR OF EVENTS:


- Advance Poll – October 10, 2018 for TNRD Electoral Area I.
- Election Date October 20, 2018 for TNRD Electoral Area I.
- Contaminated Sites Webinar October 18, 2018 9am-4pm in Village Council Chambers
- 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 5:00pm @ Memorial Hall November 1, 2018
- 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
- TNRD Board Orientation in Kamloops November 23, 2018
- Gordon McIntosh Workshop for new Councillors December 10th & 11th

16) **ADJOURNMENT**

18-276 Moved by Councillor Polderman THAT the meeting adjourn at 8:57 pm. **CARRIED**



Mayor Jessoa Lightfoot



Corporate Officer/CAO Rebecca Anderson