



**Village of Lytton  
MINUTES  
Regular Council Meeting  
Council Chamber, 380 Main Street, Lytton, BC  
7:00pm – Monday October 23, 2017**

**IN ATTENDANCE:**

Mayor Lightfoot  
Councillor Hay  
Councillor Callewaert-Haugen  
Councillor Polderman  
Councillor Smith

**STAFF:**

CAO, Rebecca Anderson  
CFO, Margaret Stewart  
ED/CO, Martin Pilar

**Public:** Sgt Curtis Davis (RCMP), Braden Fandrich (Kumsheen Rafting Resort)

- 1) CALL TO ORDER – Mayor Lightfoot at 7 pm
- 2) ADOPTION OF AGENDA

**17-276 Moved, Seconded** by Councillors Smith/Polderman THAT the agenda be adopted as presented. **CARRIED**

- 3) ADOPTION OF MINUTES

(a) Minutes of the Regular Council Meeting of October 10, 2017

**17-277 Moved, Seconded** by Councillors Polderman/Smith THAT the Minutes of the Regular Council Meeting of October 10, 2017 be adopted as amended. **CARRIED**

- 4) OTHER BUSINESS ("Business Arising")
- 5) DELEGATIONS

(a) Sergeant Curtis Davis – Lytton RCMP Detachment

Report: Sergeant Davis was originally working in Clinton, BC and requested posting in Lytton. He has twenty-one years in the RCMP with postings in Alberta, Saskatchewan and British Columbia. He is thrilled to be working in Lytton. Sgt Davis is very involved in the community and is an active Legion member, has volunteered for Habitat for Humanity and attends as many Council meetings as possible.

Councillor Hay asked about walking foot patrols of which Sgt Davis is a proponent of and hopes with more RCMP Constables can provide that function.

Mayor Lightfoot is concerned about the low number of guards in Lytton where it is difficult to hire based on low wages. Sgt Davis is working with the Commissionaires in recruitment

Councillor Callewaert-Haugen arrived at 7:20 pm.

(b) Braden Fandrich – 2017 Rafting Season

Presentation on Kumsheen Rafting Resort, their contribution to the Lytton community and addressing local issues that affect rafting take out. Mr. Fandrich is concerned local air quality will have an impact on their business operations; Kumsheen is the community's top employer, provides a significant revenue source to other local businesses and attracts thousands of tourists to the community with their 4.5-star rated open-air resort. Mr. Fandrich requests Council to be proactive in addressing local air quality in the community.

6) ADMINISTRATIVE MATTERS

(a) Rebecca Anderson, CAO – Cheque Listing

**17-278 Moved, Seconded** by Councillors Hay/Polderman THAT the cheque listing be removed from the Regular Council Meeting Agenda; and THAT Councillors will rotate in cheque signing.

Discussion and amendment to the motion occurred of which to strike out, "AND THAT Councillors will rotate in cheque signing".

**17-279 Moved, Seconded** by Mayor Lightfoot/Councillor Callewaert-Haugen THAT the motion be amended to strike out "Councillors will rotate in cheque signing" and read: THAT the cheque listing be removed from the Regular Council Meeting Agenda.

**CARRIED**

(b) When would Council like to schedule the next Regular Committee of the Whole (Public Works/Utilities) Meeting?

Council directed staff to schedule Regular Committee of the Whole Meeting, re Public Works and Utilities, be scheduled for November 7<sup>th</sup>, 2017 at 10 am.

(c) Rescheduling of the November 14, 2017 Regular Council Meeting

**17-280 Moved, Seconded** by Councillors Hay/Polderman THAT the Regular Council Meeting be rescheduled to November 6<sup>th</sup>, 2017.

**CARRIED**

7) CORRESPONDENCE

a) Action Items

i. Letter to CAO Anderson from Councillor Polderman – Select Committees for Development of Crown Land identified as Parcel DL225 and for planning, design and construction of a new Fire Hall.

**17-281 Moved, Seconded** by Councillors Polderman/Smith THAT a select committee be created to explore the planning, design and construction of an Emergency Centre.

**CARRIED**

**17-282 Moved, Seconded** by Mayor Lightfoot/Councillor Hay THAT Councillor Polderman and Councillor Smith be appointed to the Emergency Centre Select Committee.

**CARRIED**

**17-283 Moved, Seconded** by Mayor Lightfoot/Councillor Smith that a select committee be established to investigate the development of DL225 Crown Land. **CARRIED**

**17-284 Moved, Seconded** by Mayor Lightfoot/Councillor Smith that Councillor Hay and Councillor Polderman be appointed to the select committee for the investigation of the development of Parcel DL225 Crown Land. **CARRIED**

b) Information Items

- i. Telus – Changes to your telephone service terms
- ii. TNRD – TNRD's 50<sup>th</sup> Anniversary November 23, 2017-10-19
- iii. Lytton River Festival – Update and thank you letter
- iv. TNRD – 2018 Board Meeting Schedule and 50<sup>th</sup> Anniversary
- v. Jennifer Thoss – 95.4 Mural Project update

c) Incoming Correspondence Log – None

d) Outgoing Mail Log – List attached

**17-285 Moved, Seconded** by Councillors Hay/Smith THAT the above noted correspondence be received and filed. **CARRIED**

8) ADMINISTRATIVE REPORTS

(a) CAO Report – Report from CAO Rebecca Anderson

Verbal report on the new temporary acting Lead Hand, Owen Collings, who is getting up to speed. Tom McPhail has finished a Waste Water Treatment II course but has not yet written the final exam. CFO Margaret Stewart brought the new Ford F250 truck and is discussing with Owen on getting the plow mount for it. They have been working on getting the sand and salt stored for the winter months. Public Works staff are taking down the water bags on trees along Main Street. Sidewalk repair will be from Oct 30-Nov 6, 2017. The Dodge 5500 truck may need servicing. The new UV Reactors provided by Precision Services & Pumps are arriving approximately Nov 2<sup>nd</sup>, 2017. The pool has been winterized. Public works will be setting up the Christmas lights in village. Public Works is continuing with water testing and garbage pickup on weekends. Water reports to IHA have fallen behind, but are being caught up by Owen. The deadline for tender submissions for our Groundwater Development Project is postponed to Wednesday. There have been four addendums added this past week to the tender documents. EDO & CO Martin Pilar attended the Clerks/Corporate Officers Forum, and he continues to work on the Business Retention and Expansion Program. The Fire Department has completed their Live Fire Training and will hold its auto-extrication training across the river this year. CFO Margaret Stewart continues her work for the budget meetings and preparing for the auditors.

(b) ED/CO Report – Report from Martin Pilar on the conference attended October 10-13, 2017

Report on attending the 2017 LGMA Clerks and Corporate Officers Forum that was held in Victoria from Oct 11-13, 2017. The forum covered Bylaw Drafting & Interpretation Workshop, Municipal Elections 2018, Anti Spam Legislation and FOIPPA and upcoming Cannabis Act; best practices and considerations in these areas were discussed.

**17-286 Moved, Seconded** by Councillors Hay/Polderman THAT the written ED/CO Report be received and filed. **CARRIED**

9) TREASURER/CORPORATE OFFICER REPORT

- (a) Cheque Listing – September 2, 2017 – October 18, 2017

**17-287 Moved, Seconded** by Councillors Hay/Polderman THAT the September 2, 2017 – October 18, 2017 Cheque Listing be received and filed. **CARRIED**

- (b) CFO, Margaret Stewart – Quarterly Report

**17-288 Moved, Seconded** by Councillors Hay/Callewaert-Haugen THAT CFO, Margaret Stewart's Quarterly Report be received and filed. **CARRIED**

10) PUBLIC WORKS REPORT – None

11) FIRE DEPARTMENT REPORT – None

12) BYLAWS/POLICIES

- (a) CAO, Rebecca Anderson – Council Procedure Bylaw

**17-289 Moved, Seconded** by Councillors Hay/Polderman THAT the Council Procedure Bylaw be referred back to the Committee of the Whole. **CARRIED**

13) COUNCIL REPORTS

- (a) Mayor Lightfoot

Followed up on Council requests from the meeting at the UBCM Conference, to develop a long-term vision for public education in our community. Attended TNRD meeting in Kamloops. Attended the Lytton Community Water Committee meeting, where there was good discussion between the partners, engineers and various agencies. Attended the SD#74 consultation at LES where there were approximately 70 people at the school; written submissions will be received by November 3<sup>rd</sup>, 2017. The CP Rail Holiday Train will be arriving on Lytton on Dec 16, 2017; its a food bank initiative that distributes cheques to the community.

- (b) Councillor Callewaert-Haugen

Attended the school board consultation held by SD 74 on the potential closure of Lytton Elementary School.

- (c) Councillor Hay

Attended the UBCM 2017 Conference in Vancouver, participating in "Funding for Local Governments" and Mining Sector Breakfast sessions. Met with BC Emergency Health Services, the Minister of Municipal Affairs and Housing and the Regional Director of Thompson Okanagan, from the Ministry of Forest Lands, Natural Resources and Rural Development.

Was part of the delegation that met various government representatives including the Ministry of Education's Assistant Deputy Minister and the Ministry of Education's

Executive Director of the Capital Delivery Branch. Also met with the Director of Infrastructure and Engineering, Ministry of Municipal Affairs and Minister of Forest, Lands, Natural Resources Operations and Rural Development.

Attended the school board consultation held by SD 74 on the potential closure of Lytton Elementary School.

(d) Councillor Polderman

Attended the school board consultation held by SD 74 on the potential closure of Lytton Elementary School.

(e) Councillor Smith

Went to the 2017 UBCM Conference, including many of the breakfast meetings. Also intended the Lytton Community Water Committee Meeting on Oct 18, 2017.

**17-290 Moved, Seconded** by Councillors Polderman/ Callewaert-Haugen THAT the Council Reports be received and filed. **CARRIED**

#### 14) CALENDAR OF EVENTS

- Committee of the Whole FD Finance meeting Thursday October 26, 2017 @ 7pm
- SD No. 74 K-12 Meeting (at KSS) Tuesday November 14, 2017 @ 7pm
- Committee of the Whole Capital Finance meeting Tuesday November 28, 2017 @ 10am
- Lytton Museum & Archives AGM Tuesday November 28, 2017 @ 7 pm
- Committee of the Whole Operations Finance meeting Tuesday December 12, 2017 @ 10am

#### 15) IN-CAMERA

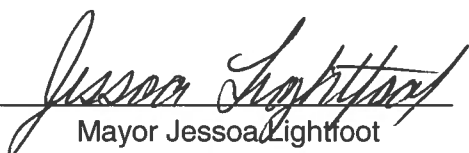
**17-291 Moved/Seconded** by Councillor Hay/Callewaert-Haugen THAT the council move in-camera in accordance with Sec 90(1) of the Community Charter, this portion of the meeting is closed to the public at 9:47 pm.

Council returned to the Regular Council Meeting at 9:58 p.m.

**17-292 Moved/Seconded** by Councillors Hay/Callewaert-Haugen THAT a Special Council Meeting will be held on Wednesday, October 25, 2017.

#### 16) ADJOURNMENT

**17-293 Moved** by Councillor Hay THAT the meeting adjourn at 10:00 pm.

  
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Mayor Jesso Lightfoot

  
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Corporate Officer

