



**Village of Lytton
Minutes
Regular Council Meeting
Council Chamber, 380 Main Street, Lytton, BC
7:00pm Monday October 24, 2016**

PRESENT: Mayor Jessoa Lightfoot
Councillor Tiffany Callewaert-Haugen (absent without notice)
Councillor Ian Hay
Councillor Jan Polderman
Councillor Huntley Smith

STAFF: Rebecca Anderson, CAO
Annette Turley, Admin. Assistant

PUBLIC: John Haugen, Tawnya Collins, Terry Raymond, Kevin Duncan left meeting at 7:38pm.

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

2) **ADOPTION OF AGENDA**

16/267 Moved, Seconded by Councillors Polderman/Smith That the agenda be adopted with the following additions: item 4) (b) Constable Robichad from Lytton RCMP Detachment, item 13) (d) Committee Discussion, item 7) (f) Transportation of Dangerous Goods. **CARRIED**

3) **ADOPTION OF MINUTES**

(a) Minutes of the Regular Council Meeting October 11, 2016

16/268 Moved, Seconded by Councillors Polderman/Smith That item (a) be adopted with the amendment of adding the title “minutes” and the attendance list. **CARRIED**

4) **DELEGATIONS**

(a) John Haugen – Lytton Chinese Legacy BC Regional Monument Work Plan

Mr. Haugen introduced himself and asked Council if a Chinese Legacy Memorial could be placed in O’Dwyer Park. They received a \$8000.00 budget, which will be managed by Lytton First Nation and the task is to be completed by March 31, 2017. He also asked for a letter of support that includes the motion Council made.

16/269 Moved, Seconded by Councillors Hay/Polderman That a Chinese historical wrongs monument be placed in O’Dwyer Park. **CARRIED**

(b) Constable Steve Robichaud, Lytton RCMP Detachment – Recent break ins.

Constable Robichaud introduced himself and wanted to express his concern with all of the recent break ins and thefts in Lytton over the past month. He encourages businesses to purchase cameras and a meeting with the Chamber of Commerce on this subject recently took place. He expressed how their needs to be communication with the community. Everything needs to be reported. Community members need to be calling the non emergency number 250-455-2225. Council inquired about how to become a crime watch Village, Constable Robichaud will look into that and get information to council.

Constable Robichaud left the meeting at 7:45pm.

5) ADMINISTRATIVE MATTERS

(a) CAO, Rebecca Anderson – Email from Dag Sharman Re: Follow Up, BC Hydro

16/270 Moved, Seconded by Councillors Polderman/Smith That CAO Rebecca Anderson to send a request to BC Hydro asking that all power light poles have a 7 digit number put on them.

CARRIED

(b) Emile Scheffel, CN Rail – UBCM Follow up email

Council directed staff to:

- Arrange a Special Council Meeting with CN, CP, Wildfire Management Crew, and Lytton fire department to clarify information on existing practice & procedures during high or extreme fire ratings.
- Request CN to send in surveyors to find out where property line is between CN property & O'Dwyer Park.
- Review & update bulk water sales policy & bylaw rate.

6) CORRESPONDENCE FOR INFORMATION

a) Action Items:

- i. Terri Hadwin, Gold Country – Ballot Rural Dividend Fund Application

Council directed staff to give Terri Hadwin from Gold Country a call to clarify and follow up at the next meeting.

b) Information Items

- i. Nonie McCann, Lytton River Festival President – Thank you for support letter
- ii. Rosalin Miles, Lytton First Nation – South Spencer Road Emergency Response Debrief November 17th Memorial Hall 9am – 4pm

c) Correspondence Log – List attached

Council asked staff to email both UBCM correspondence regarding RCMP and send the community futures small business info to the chamber.

d) Outgoing Mail Log – CAO, Rebecca Anderson – Thank you to City of Vancouver Waterworks Team.

16/271 Moved, Seconded by Councillors Hay/Smith That the above noted correspondence be received and filed.

CARRIED

7) ADMINISTRATIVE REPORTS – CAO, Rebecca Anderson (Verbal)

(a) Search for CFO

The Village has so far received 14 applicants and the deadline for submissions is November 2, 2016. Mayor Lightfoot and Councillor Hay would like to be part of the hiring process. Note Councillor Hay will be away on November 16th, they requested hard copies of resumes.

(b) Age Friendly Communities Grant

This has been worked on in the past. Tawnya has already begun drafting the application. CAO Rebecca Anderson has spoken with Peggy Chute, Irene Steer, Shelia Maguire and Bernie Fandrich.

16/272 Moved, Seconded by Councillors Hay/Polderman That a Special Council Meeting be held on Wednesday November 2, 2016 at 11:00am to deal with the Age Friendly Communities Grant.

CARRIED

(c) 2016 Governance Session

Council will get back to staff as to what date will work for both Judy Rodgers and Gordon McIntosh sessions.

(d) 2017 Budget Planning

CAO, Rebecca Anderson was able to meet with Margaret last week. Forms will be sent out to each department with a deadline. A tentative scheduled meeting with each department head is planned for the end of December and afterward a binder will be presented to Council.

(e) October 14th Meeting with City of Vancouver Waterworks

Austin Doyle arranged a meeting with the City of Vancouver (his former employer). Patrick Maw was being trained on the field in Vancouver by 6:00am. CAO, Rebecca & Austin met with the City's waterworks engineering department to give the Village their opinion, look at our equipment and show us their equipment. Austin was given focus and direction on where to start with leak detection and have offered to spend time in Lytton to help after we have designated problem areas. CAO, Rebecca recommends council do something for City of Vancouver.

16/273 Moved, Seconded by Councillors Hay/Polderman That a \$25.00 Starbucks gift card along with a thank you letter be given to each City of Vancouver waterworks worker who was involved in the October 14th meeting. **CARRIED**

(f) Transportation of dangerous goods

None of the Public Works Employees are certified for the transportation of dangerous goods. Certification requires \$100.00 per person and the course is available online. Public works will become certified.

8) TREASURER/CORPORATE OFFICER REPORT

(a) Cheque listing for Council October 5 – October 19, 2016

16/274 Moved, Seconded by Councillors Hay/Polderman That the cheque listing be received and filed. **CARRIED**

9) PUBLIC WORKS REPORT

(a) Austin Doyle, Public Works Lead Hand – Backhoe

16/275 Moved, Seconded by Councillors Hay/Polderman That Public Works Backhoe information be received and filed. **CARRIED**

10) FIRE DEPARTMENT REPORT – August Month End Report

16/276 Moved, Seconded by Councillors Hay/Polderman That the August month end report be received and filed. **CARRIED**

11) BYLAWS/POLICIES

(a) CAO, Rebecca Anderson – Bylaw No. 687, 2016 Permissive Tax Exemption (2016-2021)

CAO, Rebecca mentioned that the Legion may only be granted a partial exemption after 2018 because they do sell alcohol.

16/277 Moved, Seconded by Councillors Polderman/Smith That Bylaw No. 687, 2016 Permissive Tax Exemption (2016-2021) be given final reading, that it be signed and corporate seal affixed. **CARRIED**

12) COUNCIL REPORTS

(a) Mayor Lightfoot

Mayor Lightfoot attended a TNRD meeting October 15, 2016 and the highlights were:

- Aquatic center reserve fund was established and the surrounding areas in Merritt are contributing to the pool operating budget.
- The board approved a utility rate increase for all the water systems the board looks after. This still does not cover all the costs, but brings the revenue closest to actual expenditure.

- Fire protection boundaries were amended around Merritt again.

Mayor Lightfoot and CAO, Rebecca Anderson met with the Ministry of Transportation on the 17th of October. The highlights were:

- The lights at the junction of highway 12 and 1 will be changed to LED and will be more directional and should highlight the area.
- They are reviewing and simplifying highway signs.
- New information signs with points of interest will be put up along with new reflective pedestrian and crosswalk signs.
- The crosswalk by the police station will be re painted with a different type of paint.

(b) Councillor Callewaert-Haugen
Absent

(c) Councillor Hay

Councillor Hay thought all meetings attended at the recent UBCM convention went fairly well and hope follow ups will be forthcoming.

- Found education meeting interesting when they were presented with the increase of student population in both schools (thanks to Councillor Callewaert-Haugen for the info)
- Hopefully we will get the street light problem fixed with BC Hydro and glad they are working with Austin Doyle.
- Found there to be a communication gap in the ranks with CN. Hopefully we will be able to prevent further fires on the rail near the Village.
- Spoke with the gentleman who did the repairs on the sidewalk and commended him & his staff on the great job. I have tried to trip on the angle they have grinded to and find it impossible. Councillor Hay asked the Village write a letter attesting to the good work?
- Councillor Hay extended his appreciation to the CAO for the groundwork and honesty throughout the meetings and preparation for the whole UBCM.
- Councillor Hay inquired about the reallocation of positions on Councils portfolios.
- Councillor Hay inquired about 2016 budget for computers and training.
- Councillor Hay asked that Councillor Smith be added to the website.
- Councillor Hay asked if he is the only one who notices that Village clock does not reflect the correct time.

(d) Councillor Polderman

Councillor Polderman spoke on an article from the Vancouver Sun (he will bring in) regarding home owner grants and how 64% of home owners in Vancouver can qualify for a grants and the rest cannot because their house is worth over a certain amount. They want to spread grant money more fairly. What will this do to rural areas? We should write a letter opposing this.

(e) Councillor Smith

Councillors Smith & Polderman toured well # 1 & #2 so Councillor Smith now has a true picture of the water system. Looked at properties 822 & 828 on Station road and think those properties could be another option for the pipes to go for feeding into the system.

16/278 Moved, Seconded by Councillors Hay/Polderman That the Council Reports be received and filed. **CARRIED**

13) OTHER BUSINESS

(a) CAO, Rebecca Anderson – Terms of Reference – Water Resource Working Group.

CAO, Rebecca noted this is a revised draft for information.

(b) Ministry of Community Sport & Cultural Development – Water & Wastewater Fund.

Council wants Grant Writer to show them what is available.

Council scheduled a Water Advisory Committee Meeting for October 31, 2016 @ 2:00pm – to deal with water & wastewater fund.

(c) CAO, Rebecca Anderson – Proposal from Larry Thomas, Kanaka Bar Re: Service agreement.

Kanaka Bar does not have a certified water operator and is looking to have a service agreement with The Village to share one of our public works employees for ½ a day to 1 day a week. In return we will get someone who isn't trained as a fill in. Kanaka will pay for this person & certification. Mayor Lightfoot raised concerns about liability.

Council directed staff to get a proper proposal and then talk to a lawyer.

Mayor Lightfoot left the meeting at 9:56pm

16/279 Moved, Seconded by Councillors Polderman/Smith to extend the meeting past 10:00pm

CARRIED

14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST

- (a) Lytton Community Water Committee Meeting - Thursday October 27 @ 1pm in Council Chambers
- (b) Fire Smart Community Clean up Event November 5th 10:am-2:00pm (Lunch provided)
- (c) TI'kemstin Community Health Center – Annual Sobriety Walk November 14th. Start at K.S.S @ 11:am
- (d) Lytton First Nation – South Spencer Road Emergency Response Debrief - November 17th Memorial Hall
- (e) **LFN Santa Parade 4pm memorial hall December 6th**
- (f) **LFN Elders Christmas Party memorial hall December 7th**
- (g) **LFN Children's Christmas Party memorial hall December 8th**
- (h) CP Holiday Train – December 16th @ 12:45pm.

Council directed staff to post events on website.

15) IN-CAMERA MEETING

16/280 Moved, Seconded by Councillors Polderman/Smith That in accordance with Sec 90(1) of the Community Charter, this portion of the meeting is closed to the public, and that Council move into In-Camera at 10:05pm.

CARRIED

16) ADJOURNMENT

16/281 Moved by Councillor Polderman THAT the meeting adjourn at 10:30pm.

Mayor Jessoa Lightfoot

Corporate Officer Rebecca Anderson