



**Village of Lytton
Minutes
Regular Council Meeting
Council Chamber, 380 Main Street, Lytton, BC
7:00pm Monday November 28, 2016**

IN ATTENDANCE:

Councillor Smith
Councillor Callewaert-Haugen
Councillor Polderman
Councillor Hay (absent with notice)
Mayor Lightfoot

STAFF:

CAO Rebecca Anderson
Water Project Coordinator Lonny Miller
Administrative Assistant Annette Turley

PUBLIC:

Peggy Chute (left meeting @ 9:35pm)

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

2) **ADOPTION OF AGENDA**

Additional letter & email to be added to item 5) (a) ODK – MMCD agreement
Move item 5) (b) Draft Services Agreement between Kanaka Bar Economic Services and Village of Lytton to in-Camera.
Remove item 13) (b) Rise and Report – November 14, 2016 In-Camera Council Meeting as it was added in the corrections to the Minutes of the November 14, 2016 Regular Council Meeting Minutes.

16/304 Moved, Seconded by Councillors Callewaert-Haugen/Smith THAT the agenda be adopted as amended.

CARRIED

3) **ADOPTION OF MINUTES**

- (a) Minutes of the Special Council Meeting November 2, 2016
- (b) Minutes of the Special Council Meeting November 9, 2016
- (c) Minutes of the Regular Council Meeting November 14, 2016

16/305 Moved, Seconded by Councillors Smith/Callewaert-Haugen THAT item (a) to (b) be adopted as presented, and THAT item (c) be adopted with the following amendment added:

Rise and Report – November 14, 2016 In-Camera Meeting

16/306 Moved/Seconded by Mayor Lightfoot and Councillor Hay THAT Council approve Chad Douglas Haugen as a new member for the Village of Lytton Volunteer Fire Department.

CARRIED

4) **DELEGATIONS** – None

5) **ADMINISTRATIVE MATTERS**

(a) ODK – Engineering Services for Groundwater Development Design – MMCD Client/Consultant Agreement.

Mayor Lightfoot questioned Council to clarify whether they had instructed staff to adopt option number three from ODK's proposal dated November 2, 2016; instead of option number four from the same proposal.

Council confirmed that they wish to proceed with option number three of ODK's November 2, 2016 proposal.

16/307 Moved, Seconded by Councillors Smith/Polderman THAT Council approve in principal the Engineering Services for Groundwater Development Design – November 2016 MMCD Client/Consultant Agreement after specific areas be clarified and or changed.

CARRIED

6) CORRESPONDENCE

a) Action Items:

- i. Governance Session with Gordon McIntosh – Date options.
- ii. Gold Country – looking for recommendations for the new trail guide to be published in 2017.

Council Directed staff to contact Gold Country on this.

- iii. Lytton River Festival – 2017 Sponsorship.

16/308 Moved, seconded by Mayor Lightfoot and Councillor Smith THAT staff be directed to sign the federal grant application for Lytton River Festival, acknowledging that Council will budget \$1,000.00 for a cash donation and \$5,600.00 of in-kind support for Lytton River Festival in 2016.

CARRIED

b) Information Items

- i. Brian Bedford – BCCWIP final claims.
- ii. UBCM – Strategic Wildfire Prevention Initiative – Approval of Fuel Management Prescription (SWPT-685: Lytton, 2016).
- iii. Interior Health – Letter of support for the CWWF application.
- iv. VSA Highway Maintenance Ltd – Lytton Pre-Winter Stakeholder Meeting Minutes.
- v. Clean Water & Wastewater Fund – Groundwater Development application submitted
- vi. Clean Water & Wastewater Fund – Source Water Protection Planning application
- vii. Board of Examiners – Scholarship approval letter for Rebecca Anderson
- viii. Board of Examiners – Scholarship approval Letter for Annette Turley
- ix. UBCM – Gas Tax Agreement Community Works Fund Payment

c) Correspondence Log – List attached

d) Outgoing Mail Log – None

16/309 Moved, Seconded by Councillors Polderman/Smith THAT the above noted correspondence be received and filed.

CARRIED

7) ADMINISTRATIVE REPORTS

(a) Lonny Miller, Water Project Coordinator – Source Water Protection Planning – Horizontal drilling program feasibility – Groundwater Modeling.

16/310 Moved, Seconded by Councillors Polderman/Smith THAT Council accepts the Golder Associates Ltd. Source Water Protection Planning – Horizontal Drilling Program feasibility-Groundwater Modeling proposal dated November 14, 2016 at a total cost of \$97,020; AND THAT CAO Rebecca Anderson be authorised to sign the Authorization to Proceed and Consulting Services Agreement between the Village of Lytton and Golder Associates Ltd.

Council directed staff to follow up with Lytton First Nation on their Operation and Maintenance costs for their slow sand filtration system.

(b) CAO, Rebecca Anderson – November 14-28 Monthly Report

16/311 Moved, Seconded by Councillors Polderman/Smith THAT Council receive and file CAO Rebecca Anderson's report.

CARRIED

8) TREASURER/CORPORATE OFFICER REPORT

(a) Cheque listing for Council November 10, 2016 – November 23, 2016.

16/312 Moved, Seconded by Councillors Smith/Polderman THAT the cheque listing be received and filed.

CARRIED

9) PUBLIC WORKS REPORT – none.

10) FIRE DEPARTMENT REPORT – October Monthly Report

16/313 Moved, Seconded by Councillors Polderman/Smith THAT the October month end report be received and filed.

CARRIED

11) BYLAWS/POLICIES

12) COUNCIL REPORTS

(a) Mayor Lightfoot

21st – met with museum committee. Concern was expressed regarding upcoming AGM and lack of people interested in forming new executive. Discussion on a variety of topics resulted in a request to have CFO meet with museum treasurer and Village staff to review accounting practice to ensure proper accounting is happening. The AGM is Tuesday Nov. 29th at the Village Council Chambers. Annual Christmas event is scheduled for Dec. 14th at the Parish Hall.

22nd - attended the Nzenmen Family centre opening and gave an appreciation message for their work in the community and congratulations on the expansion of programs.

A vehicle accident 5km. west of Spences Bridge closed the #1 highway. Lytton First Responders attended. A request for the water tender to attend the incident was denied. Liability issues were of concern though Ministry staff commented that they would have provided coverage. There is no agreement in place. A review of response area and protocols is needed.

23rd - received a call from Linda Minnabarriet (SD# 74) regarding the status of community efforts on the subject of school reconfiguration. Previously in the summer I had sent an email to community members involved in the discussion and received no response. Earlier this week, on the 21st Dr. Miles from LFN resent my original letter and expressed interest in being part of the Group.

24th - attended both the Thompson Regional Hospital District and TNRD regular meetings in Kamloops. The TRHD had a delegation from IHA who gave an update on rural initiatives, Royal Inland Hospital and made requests for minor equipment purchases. The TNRD adopted the 2017 provisional budget

25th – was contacted by a film producer who would like to make a short film in Lytton. We toured the Village and made several introductions.

A congratulation event for Lyttonnet is being planned for Dec.16th at the Village Chambers from 11:00am -12:30pm. MLA Tegart has confirmed her attendance. The event is in appreciation of their ten years of service and recent upgrading of fiber cable to the extended community.

The food bank is collecting for their Christmas drive and one of their collection boxes will be at the Village office December 1, 2016.

(b) Councillor Callewaert-Haugen

Will be attending the Museum Annual General Meeting November 29, 2016

(c) Councillor Hay (absent with notice)

(d) Councillor Polderman

- Attended a fire hall practice and was pleased with the turn out.
- Spoke with Kathie Hibberson about the cars in the empty lot. Someone will be picking them up one at a time.
- Was shown their wish list for budget.
- Asked Kathie for the legislation regulation regarding the use of a fire truck over 25 years old. Was informed that should the Village purchase a new truck there could be up to a two year waiting period.
- There is only seven years left on the Villages fire truck.

(e) Councillor Smith

Councillor Smith had nothing to report.

16/314 Moved, Seconded by Councillors Polderman/Callewaert-Haugen THAT the Council Reports be received and filed.

CARRIED

13) OTHER BUSINESS

(a) Appointment of 2 Voting Members to Water Resources Working Group. First meeting is tentatively planned for a dated during December 5-8, 2016.

Council appointed Councillor Ian Hay and Mayor Jessoa Lightfoot to be the voting members of the Water Resource Working Group and that Councillor Jan Polderman as an alternate.

(b) Requirement of medical assessments/reports retroactive for all of the Village of Lytton Volunteer Fire Department – CAO Rebecca Anderson verbal report

Council directed staff to get a list of who from the volunteer Fire Department requires a medical.

(c) Policy #4002 Christmas Decoration Competition – to review

16/315 Moved, Seconded by Mayor Lightfoot and Councillor Callewaert-Haugen TAHT policy # 4002 Christmas Decoration Competition be approved and adopted.

CARRIED

(f) Chinese Heritage Monument placement in O'Dwyer Park – rearranging park to accommodate it.

Council directed staff to work with the Committee as to where to place the monument.

(g) District of Lillooet, SLRD – Tourism from Whistler, Pemberton, Lillooet, Lytton to Hope

Council tabled item (g) District of Lillooet. SLRD – Tourism from Whistler, Pemberton, Lillooet, Lytton to Hope for another meeting.

14) CALENDAR OF EVENTS/OUTSTANDING ITEMS LIST – see attached list

January 6 & 7, 2017 – Governance Session with Judy Rodgers

15) IN-CAMERA MEETING

16/316 Moved, Seconded by Councillors Smith/Polderman 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 9:38 pm.

CARRIED

16) ADJOURNMENT

Moved by Mayor Lightfoot THAT the meeting adjourn at 9:58pm.

Mayor Jesso Lightfoot

Corporate Officer Rebecca Anderson