



MINUTES

Regular Council Meeting

7:00 PM - Wednesday, June 14, 2023
Zoom

The Regular Council Meeting of the Village of Lytton was called to order on Wednesday, June 14, 2023, at 7:00 PM, on Zoom, with the following members present:

COUNCIL PRESENT: Mayor Denise O'Connor
Councillor Melissa Michell
Councillor Jessoa Lightfoot
Councillor Nonie McCann
Councillor Jennifer Thoss

STAFF PRESENT: Corporate Officer Alba Banman
Corporate Rebuilding Lead Shannon Story
Recovery Manager Mike Blaschuck
Recovery Manager Don Wong
Chief Administrative Officer Diane Mombourquette

REGRETS:

1. **CALL TO ORDER**
Diane Mombourquette is Acting Chief Administrative Officer
2. **LAND ACKNOWLEDGEMENT**
3. **ADOPTION OF AGENDA**
 1. Agenda for the Regular Council Meeting held on June 14, 2023.

23-111 *Moved by Councillor Lightfoot, seconded by Councillor McCann*
Resolution: *THAT Council adopt the June 14, 2023 Agenda for the Regular Council meeting as presented.*

CARRIED

4. **ADOPTION OF MINUTES**
 1. Minutes of the Regular Council Meeting held on May 24, 2023.

23-112 *Moved by Councillor Thoss, seconded by Councillor Lightfoot*
Resolution: *THAT the minutes of the Regular Council Meeting held on May 24, 2023 be adopted as amended*

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES/UNFINISHED BUSINESS**
6. **PUBLIC COMMENT ON MATTERS RELATED TO THE AGENDA**

The public are invited to comment on matters pertaining to the agenda, for up to two (2) minutes for a maximum of ten (10) minutes. Speakers must state their name, address and agenda item number when they are speaking for each comment.

7. STAFF REPORTS AND PRESENTATIONS

1. Chief Administrative Officer

- a) Grey Water Disposal Agreement Report, A/CAO, Diane Mombourquette

23-113 ***Moved by Councillor McCann, seconded by Councillor Thoss***
Resolution: THAT Council authorize the Village of Lytton to enter into a contract with the Province of British Columbia, represented by the Ministry of Forests, for the disposal of grey water from the Kumsheen Fire Camp into the municipal wastewater system based on the terms of the agreement ;and

THAT the Mayor and Acting Chief Administrative Officer sign the agreement on behalf of the Village of Lytton.

CARRIED

- b) Municipal Insurance addition, A/CAO, Diane Mombourquette

23-114 ***Moved by Councillor Thoss, seconded by Councillor Lightfoot***
Resolution: THAT Council approve the addition of Accounting Manager, Lisa McIntosh in the Errors and Omissions insurance provided through the Municipal Insurance Authority of British Columbia (MIABC).

CARRIED

- c) State of Local Emergency (SOLE) Declaration Removal Report, A/CAO, Diane Mombourquette

23-115 ***Moved by Councillor Michell, seconded by Councillor McCann***
Resolution: THAT Council consider the following resolution:
Be it resolved that Council agrees to cancel the declaration of the State of Local Emergency currently in effect; and

THAT Council directs staff to post the cancellation of the declaration on the Village of Lytton website and the public notice places; and

THAT Council direct staff to provide proof of the publication to representatives of Emergency Management and Climate Readiness.

CARRIED

2. Recovery Managers

- a) Recovery Update Report, Recovery Managers Don Wong and Mike Blaschuk

23-116 ***Moved by Mayor O'Connor, seconded by Councillor Lightfoot***

CARRIED

Resolution: THAT Council receive the recovery/ rebuild report dated June 14, 2023, for information.

- b) Infrastructure Canada Proposal for Community Hub Report, Recovery Managers

23-117 **Moved by Councillor Lightfoot, seconded by Councillor McCann**
Resolution: THAT Council authorize staff to submit a proposal to Infrastructure Canada to develop a feasibility study for a Lytton Community Hub.

CARRIED

- c) Fencing Quote Report, Recovery Managers

23-118 **Moved by Councillor McCann, seconded by Councillor Michell**
Resolution: THAT Council authorize staff to request funding from the Ministry of Emergency Management and Climate Readiness (EMCR), to rent the existing fencing from Matcon Construction, for the period of June 2023 to October 2023 and such funds to come from the \$21 million grant previously designated for the Village of Lytton.

CARRIED

- d) Archeological Monitoring Report, Funding Request, Recovery Managers

23-119 **Moved by Councillor Michell, seconded by Councillor McCann**
Resolution: THAT Council authorize Staff to request funding from the Ministry of Emergency Management and Climate Readiness (EMCR), for Monitoring for backfilling and resident viewing from the \$21 million grant previously designated for the Village of Lytton.

CARRIED
OPPOSED:
CLLR
THOSS

- e) Backfill Quote - Funding Request Report, Recovery Managers

23-120 **Moved by Councillor Thoss, seconded by Councillor McCann**
Resolution: THAT Council direct staff to request from the Ministry of Emergency Management and Climate Readiness (EMCR) Provincial funds for Phase One of backfilling for the Village of Lytton; and

THAT Council award the Phase One backfilling contract to Lytton First Nation as the lowest bidder.

CARRIED

3. Director of Development

- a) Investigation of Front Lot Line Setback Requirements in Residential Zones Report, Director of Planning, Ron Dickinson and Urban Options Planning, Birte Decloux

23-121 **Moved by Councillor Lightfoot, seconded by Councillor McCann**
Resolution: THAT Council direct staff to prepare a Zoning Amendment Bylaw to change the Front Lot Line setback requirement in the R1 Zone from 6m to 3m except where off-

CARRIED

street parking will be situated between the dwelling and the front lot line; and

THAT Council direct staff to investigate the impact of fire resistance requirements on other setbacks contained in the Zoning Bylaw as a separate assignment.

8. BYLAWS

1. Adopt: Development Approval Procedures Bylaw No. 731, 2023

23-122 *Moved by Councillor McCann, seconded by Councillor Thoss*
Resolution: THAT Council adopt the Development Approval Procedures Bylaw No. 731, 2023.

CARRIED

2. Zoning Amendment Bylaw No. 735, 2023

23-123 *Moved by Councillor Thoss, seconded by Councillor McCann*
Resolution: THAT Council considers giving Zoning Amendment Bylaw No.735, 2023 first and second readings; and

THAT a Public hearing be scheduled.

CARRIED

3. Zoning Amendment Bylaw No. 734, 2023

23-124 *Moved by Councillor McCann, seconded by Councillor Lightfoot*
Resolution: THAT Council considers giving Zoning Amendment Bylaw No. 734, 2023 first and second readings; and

THAT a Public Hearing be scheduled.

CARRIED

4. Fees and Charges Amendment Bylaw No. 737, 2023

23-125 *Moved by Councillor Lightfoot, seconded by Councillor McCann*
Resolution: THAT Council consider giving first, second and third readings to Fees and Charges Amendment Bylaw No. 737, 2023.

CARRIED

9. CORRESPONDENCE

10. MINUTES OF COMMITTEES

11. VERBAL REPORTS FROM MAYOR AND COUNCIL

Mayor O'Connor

Mayor O'Connor reported on the following:

- remained in Lytton getting work done since the last Council meeting
- attended the Korean Dinner on May 27 at Battlefield Community Hall put on by Dave and Jasmine Choi
- held May 29 social gathering with neighbouring Chief and Council
- June 9 spoke at Kumsheen ShchEma-meet School Graduation Ceremony and congratulations to the 6 students who graduated

- media attention along with interview requests have increased, as the Village near our 2 year anniversary
- the Village is moving from Recovery to Rebuild
- June 15, 2023 is the Community meeting and we invite everyone to attend

Councillor Thoss

Councillor Thoss reported on the following:

- since our last Council meeting had an interview with The Tyee News
- went up to Lytton and met our Lead hand Brian Baxter
- attended the 2023 graduation ceremonies and congratulations to our grads
- met with Acting Chief Administrative Officer, Diane Mombourquette and Council
- attended Saint Barnabas Church service
- attended the bylaws priorities workshop

Councillor McCann

Councillor reported on the following:

- attended the First Nations leadership gathering with members of Council
- weekly check-ins with Council
- Wow-um project check-ins and updates
- May 27 attended the AG Foods, Choi family community feast and gathering
- June 11 attended the Saint Barnabas Church service and lunch at the Parish property
- attended the June 13 customer appreciation BBQ Scotia Bank community event
- dropped in and visited with PacificCan reps while they were in Lytton
- Congratulations to the Class of 2023 graduates who are attending their commencement ceremonies this month

Councillor Michell

Councillor Michell reported on the following:

- attended the meeting with neighbouring First Nation Council groups
- spoke with members of the public who received the Heritage Branch letters and they expressed that the letters are difficult to understand
- focused on learning about Zoning bylaws and upcoming Public Hearings

Councillor Lightfoot

Councillor Lightfoot reported on the following:

- attended the informal conversation with local FN on May 29
- met with Acting Chief Administrative Officer, Diane Mombourquette while she visited the village of Lytton
- Marie Heaster has a treasure trove of information and met with Recovery Manager and mayor and provided information to help as the Village moves ahead
- attended the Bank of Nova Scotia Community event

12. OTHER BUSINESS/NOTICE OF MOTION

13. CLOSED MEETING

1. Items to be Released from Closed Session

Resolution No. 23-091C

Moved by Councillor Thoss, seconded by Councillor Lightfoot

Resolution: *THAT Council approve the renewal of the contract for Shannon Story Consulting, Lytton Corporate Rebuilding Lead up to and including December 31, 2023; and*

THAT the funds be allocated from the 3.4 million from the Emergency Management and Climate Readiness funding; and

THAT Council authorize the Chief Financial Officer to execute the contract. CARRIED

Resolution No. 23-093C

Moved by Councillor Lightfoot, seconded by Councillor Thoss

Resolution: *THAT Council approve the extension of the contract for Diane Mombourquette, A/CAO and Chief Financial Officer, with funding to be allocated from the Village of Lytton Operations Budget for a period up to and including December 31, 2023; and*

THAT Council authorize the Mayor to execute the contract. CARRIED

2. Closed Session

23-126

Moved by Councillor Thoss, seconded by Councillor Lightfoot

Resolution: *THAT Council close the meeting to the public to discuss matters related to Community Charter sections:*

- *90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- *90(1)(c) labour relations or other employee relations;*
- *90(1)(g) litigation or potential litigation affecting the municipality; and*
- *90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

CARRIED

14. RECONVENE FROM CLOSED SESSION

23-127

Moved by Councillor Thoss, seconded by Councillor McCann

Resolution: *THAT the Closed Council Meeting held on June 14, 2023 be adjourned and that Council return to Open session of Council.*

CARRIED

15. ADJOURNMENT

1. Adjournment of the Meeting

23-128

Moved by Councillor McCann, seconded by Councillor Thoss

***Resolution: THAT the June 14, 2023 Regular Council meeting
be adjourned at 9:18 p.m.***

CARRIED

Mayor Denise O'Connor

Corporate Officer Alba Banman