



MINUTES

of the Village of Lytton Regular Council Meeting held
at the Council Chambers, 380 Main Street, Lytton, BC
at 7:00 p.m. November 24, 2014

PRESENT: Mayor Jessoa Lightfoot
Councillor Jim Steer
Councillor Denise MacIntyre
Councillor Rob Austen
Councillor Andrew Fandrich

CFO
Municipal Intern

REGRETS: CAO

1) **CALL TO ORDER** - Mayor Lightfoot called the meeting to order at 7:00 pm

2) **ADDITION OF LATE ITEMS**

3) **ADOPTION OF AGENDA**

14/292 - **Moved, seconded** by Councillors Austen/MacIntyre that the agenda be adopted as presented.

Carried

4) **ADOPTION OF MINUTES**

(a) **Minutes of the Regular Meeting of November 10, 2014**

Councillor Steer noted that his Nov. 10 report should read that "brochures" for the Caboose have arrived, not "parts".

14/293 - **Moved, seconded** by Councillors Steer/Austen that the Minutes of the Regular Meeting of November 10, 2014 be adopted as amended.

Carried

(b) Minutes of the Economic Development Advisory Committee Meeting of Nov. 13, 2014

14/294 - Moved, seconded by Councillors Steer/MacIntyre that the Minutes of the Economic Development Advisory Committee Meeting of November 13, 2014 be received for information.

Carried

5) DELEGATIONS

6) PUBLIC PARTICIPATION PERIOD

7) ADMINISTRATIVE MATTERS

(a) CAO Report

Council expressed a desire to change the formatting of the CAO report in the future.

Mayor Lightfoot said that Opus DaytonKnight would like to hold a meeting with Council on Dec. 8. The meeting should be held as a Committee of the Whole with Public Works present. ODK will email to confirm.

14/295 - Moved, seconded by Councillors Austen/Lightfoot that the CAO Report be received and filed.

Carried

(b) CFO Report

Council asked the CFO questions about items in the report, inquiring about individual items accounts. Council asked questions about NDIT grants and upcoming deadlines. Council asked for names to be put on the payroll cheque listing, as this is public knowledge.

14/296 - Moved, seconded by Councillors Lightfoot/Austen that the monthly CFO report include: cheques listings; expenses and revenues to date, compared to budget and previous year; and information on grants approved with an update of current status.

Carried

14/297 - Moved, seconded by Councillors MacIntyre/Steer that the CFO Report be received and filed.

Carried

8) CORRESPONDENCE FOR INFORMATION

(a) Anna-Maria Wijesinghe, UBCM - November 13, 2014
Re: Group Insurance for Elected Officials

Council noted that the price for the insurance was too high in the past. Councillor Austen asked that this issue be brought back for consideration at the next Regular Council Meeting, for the newly elected Council to consider.

(b) BC Interior Community Foundation - November 13, 2014

Re: Update

(c) Peigi Wilson, FCM - November 18, 2014

Re: First Nations - Municipal Community Infrastructure Partnership Program (CIPP)

The CFO said she could not find anyone who had applied for this grant connected to the Village, and suggested that the application may have come from Lytton First Nation, with the letter being mistakenly directed to the Village.

The Mayor noted that cooperation on the Water Project with LFN could allow for the infusion of Federal money from Indian and Northern Affairs Canada.

The Mayor said she intends to register in a webinar on the CIPP on Dec. 4.

14/298 - Moved, seconded by Councillors Steer/Austen to receive the correspondence for information.

Carried

9) BYLAWS/POLICY

10) COUNCIL REPORTS

(a) Mayor Jessoa Lightfoot

Noted that the TNRD had contacted her to inform the Village of their intention to build a 911 Emergency Communications tower on the Village Office roof, as the Fire Hall roof is not suitable. The installation work crew will be in the Village for up to three days, starting on Nov. 25, 2014. The existing areal on the Fire Hall roof will maintained as a redundant secondary system.

The TNRD's inaugural meeting will take place on Dec. 11, 2014. A workshop will be held on Dec. 12.

The unofficial date of the next Water Committee Meeting is Dec. 8, 2014. Confirmation pending.

Noted that some street lights need replacing. New lights are needed in certain areas.

Suggested some roads in the Village may need widening for fire truck access.

(b) Councillor Rob Austen

Attended the Economic Development Advisory Meeting on Nov. 13, 2014. EDAC is advertising for a new member.

(c) Councillor Denise MacIntyre

Noted that the flags at the triangle look worn and need replacing.

Informed Council that Sheila Maguire is now the President of the Legion.

(d) Councillor Jim Steer

Attended the AGM for the Chamber of Commerce. Provided Council with the names of the new executive for this year.

Councillor Steer noted that the Chamber may write a letter to the Economic Development Advisory Committee, seeking greater input and collaboration.

(e) Councillor Andrew Fandrich

Nothing to report.

14/299 - Moved, seconded by Councillors Austen/Fandrich that Council reports be received and filed for information.

Carried

11) NEW BUSINESS

(a) EDAC Action Item - Marketing Campaign

Councillor Austen discussed the desire by EDAC to hire a professional marketing firm to market Lytton.

Councillor Austen answered questions about EDAC ideas for economic development.

Council discussed the idea of the Village purchasing standard-sized signs to fill the windows of vacant commercial properties. These signs would advertise the available retail space, and possibly include local history on the building for passing pedestrians.

The Mayor expressed her approval for the idea of a Farmer's Co-op that included First Nations participation.

14/300 - Moved, seconded by Councillors Austen/Fandrich to earmark unused economic development funding toward a signage program for vacant commercial lots in the Village.

Carried

Council agreed to further discuss the logistics of the sign idea at a planning meeting to be held on Nov. 26, 2014.

Council noted that the Museum should be contacted to determine their interest in co-operation.

Council noted that the Chamber should be contacted to get their input.

(b) Christmas Train Ticket Give-Away

The Mayor said she had been given six tickets to the Christmas Train. She suggested they be donated to the Smith family, who lost their home in a fire earlier in the year. Council supported the idea. The Mayor said she will approach the family.

12) UNFINISHED BUSINESS

(a) Inaugural Meeting date

Council agreed to set the Inaugural Meeting date for Dec. 2, 2014, at 7:00 pm. A Regular Council Meeting will occur as normal on Dec. 8, 2014.

13) IN-CAMERA MEETING

14/301 - Moved, seconded by Councillors Lightfoot/Steer that in accordance with Sec 90(1)(c) of the Community Charter, this portion of the meeting is closed to the public, and that Council move into In-Camera at 8:35 pm.

14) ITEMS BROUGHT FORWARD FROM IN-CAMERA

14/302 - Moved, seconded by Councillors Steer/Austen that Council move back into the Regular Meeting at 8:45 pm, and that the following items be brought forward from In-Camera.

Lytton.net has expressed a concern that staff at the Village of Lytton are using excessive data. Council directed staff to restrict internet use to work hours and business use only.

15) QUESTION PERIOD

16) ADJOURNMENT

14/303 - Moved by Councillor Austen that the meeting adjourn at 8:47 pm.

Carried

Mayor Jessoa Lightfoot

Corporate Officer