



## MINUTES

of the Village of Lytton Regular Council Meeting held  
at the Council Chambers, 380 Main Street, Lytton, BC  
at 7:00 p.m. Monday, February 25, 2013

**PRESENT:** Mayor Jessoa Lightfoot  
Councillor Tricia Thorpe  
Councillor Jim Steer  
Councillor Rob Austen  
CAO and CFO

**Regrets:** Councillor Denise MacIntyre

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

2) **ADDITION OF LATE ITEMS** - none

3) **ADOPTION OF AGENDA**

13/047 - **Moved, seconded** by Councillors Steer/Austen that the agenda be adopted as presented.

Carried

4) **ADOPTION OF MINUTES**

(a) **Minutes of the Regular Meeting of February 12, 2013**

13/048 - **Moved, seconded** by Councillors Austen/Steer that the Minutes of the Regular Meeting of February 12, 2013 be adopted as presented.

Carried

5) **DELEGATIONS** - There are no delegations at this time.

6) **ADMINISTRATIVE MATTERS**

(a) **CAO**

i) **Verbal update on correspondence files**

- Attached to March 11, 2013 Agenda

ii) **Water Committee to be struck**

- Working on

iii) **TNRD** - Discussion regarding Regional Growth Strategy

(b) **CFO**

i) **Verbal update on Auditors**

- Staff to get quote for mechanical

**(c) Public Works Monthly Report**

- Staff to check policy about Yard Waste Pick up.

**7) CORRESPONDENCE FOR INFORMATION**

**(a) Interior Health - Large Water Systems Strategic Plan**

Received as information. No action required

**(b) Auditor General for Local Governments**

Received as information. No action required

**(c) BFI - Canada**

Received as information. No action required

**(d) FireWise Consulting Ltd.**

Direct staff to research - Costs for Fire Inspectors and level of certification needed.

**(e) GreenJobs BC**

Received as information. No action required

**(f) District of Kent - Draft Public Health Plan**

Received as information. No action required

**(g) Two Rivers Community Service Society**

CAO to meet with John. Council has agreed to the following:

ii) Cleaning of weeds from the parking area at the south end of the cemetery before weekend clean up as out-of-town family often come over the weekend to rake.

iii) Direction by maintenance staff on where to put the debris.

iv) Loan of rakes (Please identify as "Village" property before loaning.)

v) Following the clean up, final trucking of the pine needles to appropriate disposal area.

**13/049 - Moved, seconded** by Councillors Steer/Austen that 7a,7b, 7c, 7e, and 7f be received for information.

Carried

**8) BYLAWS and POLICY**

**(a) Fees and Charges Bylaw No. 659-2, 2013**

**13/050 - Moved, seconded** by Councillors Steer/Austen that Fees and Charges Bylaw No. 659-2, 2013 be given Third Reading.

Carried

## **9) COUNCIL REPORTS**

### **(a) Mayor Jessoa Lightfoot**

- Personnel - Nothing to report
- Sub Regional Government - met with LFN's new CAO & Jim Brown
- TNRD - FOI Conference
- NDIT - Talked to Dean
- Housing Select Committee - Thurs Webinar 1st week of March, meeting on March 5th
- Economic Development Select Committee - nothing to report

### **(b) Councillor Rob Austen**

- Recreation -Letter to RCMP re: walking strip.
- Fire Department Liaison and Select Committee - nothing to report
- Parks - nothing to report

### **(c) Councillor Denise MacIntyre - Absent**

- Public Works Liaison -
- Recreation Commission -
- Fire Hall Select Committee -

### **(d) Councillor Jim Steer**

- Museum Commission - Talked to museum executive for grants, new executive **still learning** positions and issues.
- Chamber of Commerce - nothing to report
- Fire Hall Select Committee - nothing to report

### **(e) Councillor Tricia Thorpe**

- Gold Country Liaison - AGM on March 6th
- Housing Select Committee - Nothing to report
- Economic Development Select Committee - nothing to report

**13/051 - Moved, seconded** by Councillors Steer/Lightfoot that Council reports be received for information.

Carried

## **10. NEW BUSINESS**

### **(a) Karen Mellor - Approving Officer for the Village of Lytton**

**13/052 - Moved, seconded** by Councillors Austen/Steer that Council appoint Karen Mellor as the Approving Officer for the Village of Lytton as per section 77 (1), (2) of the Land Titles Act.

Carried

## **11. UNFINISHED BUSINESS**

**(a) Chamber of Commerce - Lease agreement and fee for service agreement** - Waiting to hear response from the Chamber regarding Insurance costs.

**12. IN-CAMERA MEETING**

**13/053 - Moved, seconded** by Councillors Steer/Austen that in accordance with Sec 90(1)(k and l) of the Community Charter (provision of service and municipal objectives), this portion of the meeting is closed to the public, and that Council move into In-Camera at 8:15pm

**13. ITEMS BROUGHT FORWARD FROM IN-CAMERA** - none

**14. ADJOURNMENT**

**13/056- Moved** by Councillor Austen that the meeting adjourn at 9:08pm

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Mayor Jessoa Lightfoot

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Corporate Officer