



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, March 25, 2013

PRESENT: Mayor Jessoa Lightfoot
Councillor Denise MacIntyre
Councillor Jim Steer
Councillor Rob Austen (Entered at 7:18)
CAO and CFO

Regrets:

- 1) **CALL TO ORDER** - Mayor Lightfoot called the meeting to order at 7:04 pm
- 2) **ADDITION OF LATE ITEMS** - none
- 3) **ADOPTION OF AGENDA**

13/076 - **Moved, seconded** by Councillors Steer/MacIntyre that the agenda be adopted as presented.

Carried

- 4) **ADOPTION OF MINUTES**

(a) Minutes of the Regular Meeting of March 11, 2013

13/077 - **Moved, seconded** by Councillors Lightfoot/MacIntyre that the Minutes of the Regular Meeting of March 11, 2013 be adopted as presented.

Carried

- 5) **DELEGATIONS**

Scott Rennick - Ministry of Forests

- Mr. Rennick, Forest Protection Technician, gave a power point presentation of the Ministry of Forests, B.C. Forest & Range / Wild Land Fire Fighter Program. The points he touched on were as follows:

- 20 permanent employees
- Expanding to 32 employees at high season
- Operating on a \$954,000 budget

Projects include:

- BC Parks
- TNRD
- Ministry of Environment

Council suggested Forestry staff park in the old hospital parking lot.

Discussed jurisdiction between the Province and Lytton Volunteer Fire Department as it pertains to grass fires/structures..
Mr. Rennick will provide the Village with the Black Berry phone number once established

6) ADMINISTRATIVE MATTERS

(a) CAO Brief

- Discussion regarding Policy for Tenders and Quotes. CAO to review policy and advise

(b) CFO

- CFO presented current budget. Discussion on public meeting/budget date. CFO to confirm legislative requirements for such and set date accordingly.

(c) Public Works Monthly Report

- Clarification of screening tool for water system. Monitoring altitude valve at 265.

7) CORRESPONDENCE FOR INFORMATION

(a) Clinton Annual Parade - May 25th, 2013

Received as information. No action required

(b) Strategic Community Investment Fund

Tabled until July/August

(c) St. Bartholomew's Health Care Auxiliary

CFO to report back on Kamloops Fund Balance

(d) Local Government Program Services

Received as information. No action required

(e) Western Economic Diversification Canada

Received as information. No action required

(f) Canadian Cancer Society - Proclamation

Received as information. No action required

(g) Local Government Program Services

Received as information. No action required.

(h) Minister of Transportation and Infrastructure

Received as information. No action required

(i) 2013 SILGA Convention

Received as information. No action required

13/078 - Moved, seconded by Councillors Austen/MacIntyre that 7(a),7(d), 7(e), 7(f), 7(g), 7(h) and 7(i) be received for information.

Carried

8) **BYLAWS and POLICY**

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

13/079 - Moved, seconded by Councillors Steer/Austen that the Fees and Charges Bylaw No. 659-2, 2013 receive Fourth and Final Reading.

Carried

9) **COUNCIL REPORTS**

(a) **Mayor Jesso Lightfoot**

- Personnel - Nothing to report
- Sub Regional Government - Nothing to report
- TNRD - Attended Board Meeting
- NDIT - Discussion on surplus dollars after salary of summer student. How the money may be spent. ie. public washrooms
- Housing Select Committee - Nothing to report
- Economic Development Select Committee - Committee members reviewing minutes prior to presentation to Council on April 8th, 2013
- Water Committee - Discussion of first meeting held March 18th, 2013. Next meeting is to be held on March 26th, 2013

(b) **Councillor Rob Austen**

- Recreation - nothing to report
- Fire Department Liaison and Select Committee -
- Parks - Discussion with Public Works regarding irrigation for trees on Main Street and if possible, use available parts from the Public Works shop. Also discussion regarding interest in a Garden Club and composters available at TNRD

(c) **Councillor Denise MacIntyre**

- Public Works Liaison - nothing to report
- Recreation Commission - nothing to report
- Fire Hall Select Committee - nothing to report

(d) **Councillor Jim Steer**

- Museum Commission - Discussion of use of Village copy machine for purpose of copying Museum newsletter 4 times per year.
- Chamber of Commerce

- **WIFI is available in front of the Information Centre**

13/080 - Moved, seconded by Lightfoot/MacIntyre - that the Museum be allowed use of the Village copy machine and paper to copy the Museum Newsletter four times per year.

Carried

- Fire Hall Select Committee - nothing to report
- Councillor Steer reported that he had been asked to oversee the election on behalf of LAWS. A list of the executive shall be made available upon request.

13/081 - Moved, seconded by Councillors Austen/MacIntyre that Council reports be received for information.

Carried

10. NEW BUSINESS

(a) Resignation of Tricia Thorpe from Village of Lytton Council

13/ 082 - Moved, seconded by Councillors Austen/MacIntyre that the CAO prepare a letter of regret to Tricia Thorpe regarding her resignation as Councillor and Council Committee Liaison.

Carried

(b) Boundary Adjustment

13/083 - Moved, seconded by Councillors Steer/Austen that the Road Rescue Boundaries be adjusted as follows: southerly to the top of Jackass Mountain, Highway 1; northerly to Lulawassin, Highway 12; easterly 4km past Nicomen Bridge, Highway 1.

Carried

11. UNFINISHED BUSINESS

(a) Hayley Higgs-

13/084 - Moved, seconded by Steer/Austen that the Village accept Hayley Higgs as a firefighter in the Lytton Volunteer Fire Department

Carried

(b) By-Election -

13/085 - Moved, seconded by Austen/MacIntyre that Karen Mellor be appointed as Election Officer and that Enid Kier be appointed as Deputy Election Officer

Carried

12. IN-CAMERA MEETING

13/086 - Moved, seconded by Councillors Steer/MacIntyre 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 8:52pm

Carried

13. ITEMS BROUGHT FORWARD FROM IN-CAMERA

13/091 - Moved, seconded by Councillors Steer/Austen that Council move back into the Regular Meeting at 9:25pm.

Carried

14. ADJOURNMENT

13/092 - Moved by Councillor MacIntyre that the meeting adjourn at 9:35pm

Carried

Mayor Jessoa Lightfoot

Corporate Officer

