



## 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, October 22, 2012

**PRESENT:** Mayor Jessoa Lightfoot  
Councillor Rob Austen  
Councillor Denise MacIntyre  
Councillor Jim Steer  
Councillor Tricia Thorpe

CAO, CFO, and 2 Public

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

2) **ADDITION OF LATE ITEMS** - there were no late items

3) **ADOPTION OF AGENDA**

12/293 - **Moved, seconded** by Councillors Thorpe/MacIntyre that the agenda be adopted as presented.

Carried

4) **ADOPTION OF MINUTES**

(a) **Minutes of the Regular Meeting of October 9th, 2012**

12/294 - **Moved, seconded** by Councillors Thorpe/MacIntyre that the Minutes of the Regular Meeting of October 9th, 2012 be adopted as amended

Carried

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

6) **ADMINISTRATIVE MATTERS** -

- (a) CAO Report
- (b) CFO Report
- (c) Public Works Report
- (d) Fire Department Report

(e) Fire Hall Grant - CAO advises that the Community Infrastructure Program has advised that our application for an emergency services building grant was denied, and that the intake approval favored projects where existing facilities were renovated. There is another intake deadline of Nov 19th, 2012 but again will favor renovations.

**12/295 - Moved, seconded** by Councillors Steer/Thorpe that administrative reports be received for information.

Carried

**7) CORRESPONDENCE FOR INFORMATION** - there is no correspondence at this time.

**8) BYLAWS and POLICY**

**(a) Policy #4001 Benches and Plaque Policy**

**12/296 - Moved, seconded** by Councillors Steer/Thorpe that Benches and Plaque Policy #4001 be adopted as presented by Councillor Steer.

Carried

**(b) Policy #1003 - Personnel Policy**

**12/297 - Moved, seconded** by Councillors Steer/Thorpe that Personnel Policy #1003 be tabled to the next meeting.

Carried

**(c) Permissive Tax Exemption Bylaw No. 653-1, 2012 - First Three Readings**

**12/298 - Moved, seconded** by Councillors Steer/Austen that Permissive Tax Exemption Bylaw No. 653-1, 2012 be given the First Three Readings.

Carried

**Note:** CFO requests a Special Meeting for the adoption of this bylaw before month's end.

Council agreed that there will be a Special Meeting on October 29th, 2012 at 11:30 am for this purpose.

**9) COUNCIL REPORTS**

**(a) Mayor Jessoa Lightfoot - Nothing to report**

- Personnel
- Sub Regional Government (First Nations)
- TNRD
- NDIT
- Housing Select Committee
- Economic Development Select Committee

**(b) Councillor Rob Austen**

- Recreation
- Fire Department - Will be meeting
- Parks - will be meeting with the Mayor and report further.

**(c) Councillor Denise MacIntyre**

- Public Works Liaison - Deck
- Recreation Commission- nothing to report - "Revitalize" , CAO to check with Mayor
- Fire Hall Select Committee

**(d) Councillor Jim Steer**

- Museum Commission (liaison) - Minutes circulated
- Chamber of Commerce (liaison) - Attended meeting (fee for service)
- Fire Hall Select Committee
- iCompass meeting (web site)

**(e) Councillor Tricia Thorpe**

- Gold Country Liaison - will not be attending
- Housing Select Committee - has met on Sept 19th
- Economic Development Select Committee - Meeting scheduled for Nov 1st.

**12/299 - Moved, seconded** by Councillors Austen/MacIntyre that Council reports be received for information.

Carried

**10) NEW BUSINESS**

**(a) Holiday Hours** - CAO and CFO propose that the office be closed from Monday December 24th thru Wednesday, January 2nd. Staff would take December 24th, 27th, 28th and 31st as holiday time.

**12/300 - Moved, seconded** by Councillors Austen/MacIntyre that council approves the closure of the office on December 24th, 27th, 28th, and 31st.

Carried

**Note** - CAO to confirm that emergency phone lines are working and that a back up is in place.

**(b) Lytton River Fest Society** - request for \$4500 grant in aid.

**12/301 - Moved, seconded** by Councillors MacIntyre/Thorpe that request be approved, and the funds come out of the Economic Development GL as a budget item.

Carried

**11. UNFINISHED BUSINESS**

**(a) Chamber of Commerce - Lease agreement and fee for service agreement** - The Chamber confirmed that this item is on their next agenda for discussion and comment.

**(b) Caboose repairs** - Larrie Sartie (contractor) started demolition September 26th and is now complete. New construction is complete as of Friday, October 19th. Joe Chute has provided the original specifications for the caboose for reference if Council wishes to proceed with restoration. Mr. Sartie will provide some temporary protection by applying roof patch to the flashings and openings.

**(c) Policy proposal for Pool Discounts** - will be presented at the next meeting.

**(d) Rail Crossing/Raft Take Out Meeting** - with Brent McDonald of MOT will be held October 31st at 1pm.

(e) **Grant in aid policy notice** - to all regular applicants still needs to be done by staff.

**12. IN-CAMERA MEETING**

**12/302 - Moved, seconded** by Councillors Austen/MacIntyre that in accordance with Sec. 90(1) of the Community Charter "Labour Relations" and 90(1)(k) provision of a service, Council move In-Camera at this time. Time recorded was 8:13 PM

Carried

**12/303 - Moved, seconded** by Councillors Austen/Thorpe that Council move out of In Camera at 9:03 pm.

Carried

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

**14. ADJOURNMENT**

**12/304 - Moved** by Councillor Steer that the meeting adjourn at 9:05 pm

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Mayor Jessoa Lightfoot

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CAO