

**Regular Meeting of Council  
Monday, November 13, 2006 at 7:00p.m.**

**Minutes of the Regular Meeting of the Council held at the Village Council Chambers,  
380 Main Street, Lytton, BC**

**PRESENT:**

Mayor O'Connor  
Councillor McArthur  
Councillor Lightfoot  
Councillor MacIntyre  
Administrator Dall  
Financial Officer Wood

**ABSENT:**

Councillor McKay

**PUBLIC:**

**GUESTS/DELEGATION:**

**1. ORDER:**

Mayor O'Connor called the regular meeting of Council to order at 7:02 p.m.

**2. AGENDA**

**208-06 "Moved that the agenda for the November 13, 2006 Regular Meeting of Council be approved as amended."**

CARRIED Unanimously

Lightfoot/MacIntyre

The amendments to the agenda are as follows:

- Mayor - Meeting with Developer
- Councillor Lightfoot – Bridging the Canyon

**3. MINUTES:**

**209-06 "Moved that the minutes of the October 10, 2006 Regular Meeting of Council be adopted, as presented."**

CARRIED Unanimously

Lightfoot/MacIntyre

**210-06 "Moved that the minutes of the October 18, 2006 Special Meeting of Council be adopted, as presented."**

CARRIED Unanimously

Lightfoot/MacIntyre

**4. BUSINESS ARISING FROM PREVIOUS MINUTES: none**

**5. DELEGATIONS:**

Bill Melanson from the RCMP did not attend.

**6. ADMINISTRATIVE MATTERS:**

**a) Correspondence**

- i. October 5, 2006 – Hope & District Arts Council – invite to join catchment area

The Hope and District Arts Council have invited the Village of Lytton to join their catchment area and upon enrollment, they would then actively seek members from our area. Administration will contact some community members who may be interested in this group to gather more information.

- ii. October 16, 2006 – LAWS – 2007 Provisional 5 Year Plan

The Lytton Area Wireless Society (LAWS) has submitted to the TNRD a request for an additional \$4,500 for their operational expenditures for the year 2007. Council requested information about the history of the agreement and the Village's responsibility for funding.

- iii. October 16, 2006 – LAWS – Request for equipment use

The Lytton Area Wireless Society (LAWS) has requested the use of the Village's backhoe to build some water-bars on the Quinn Road access. Council declined this request.

- iv. October 16, 2006 – LAWS – Request coordinator for BC Hydro wireless network

The Lytton Area Wireless Society (LAWS) has requested Administrator Dall act on their behalf as a coordinator to determine BC Hydro's assistance in expanding the wireless internet network. Mr. Dall has contacted BC Hydro and they will assist providing internet access throughout the canyon on their power poles. The project will now be handled by Dan Mundall.

- v. October 23, 2006 – Murdy & McAllister – Court Rules on Personal Liability for Municipal Councillors

For Council's information.

- vi. October 23, 2006 – ICIS renew membership

The Village currently uses the free services of ICIS (Integrated Cadastral Information Society). Our spatial data along with 150 other municipalities is shared through their website.

**211-06 “Moved that the Administrator sign the renewal membership agreement with ICIS for spatial data sharing and licensing.”**

CARRIED Unanimously

McArthur/MacIntyre

vii. October 23, 2006 – BC Hydro – Decommissioning Lytton Generation Station

For Council’s information

viii. October 23, 2006 – CUPW – Moratorium on Post Office Closures and Rural Delivery

For Council’s information.

ix. October 25, 2006 – Lytton Employment Centre – request letter of support

The Lytton Employment Centre is applying for annual operation funding for the 2007-2008 year and are requesting a letter of support.

**212-06 “Moved that a letter of support be provided to the Lytton Employment Centre for providing the Community of Lytton with employment services.”**

CARRIED Unanimously

McArthur/Lightfoot

x. October 26, 2006 – UBCM General Strategic Priorities Fund & Innovations Fund Programs

Administration will research the Innovations Fund and any projects that may be eligible for this grant.

xi. October 31, 2006 – Lytton & District TV Association – Nov 1, 2006 Agenda & Minutes of October 11, 2006 meeting

For Council’s information

xii. November 1, 2006 – Ministry of Community Services – Feasibility Study DL225

The Village has been successful in securing a \$10,000 grant for a land development feasibility study on a portion of crown lands located on plan DL225. Administrator Dall will be meeting with the department of Crown Lands on November 22, 2006 to discuss this study.

- xiii. November 3, 2006 - Economic Development Association of BC – membership application

For Council's information.

- xiv. November 6, 2006 – BC Healthy Communities – Introduction

For Council's information.

- xv. November 8, 2006 – BC Electoral Boundaries Commission – Consultation sessions

The BC Electoral Boundaries Commission is hosting consultation sessions to provide the commission with views and concerns regarding the provincial electoral boundaries in our area.

- xvi. November 8, 2006 – St Bartholomew's Health Care Auxiliary

St. Bartholomew's Health Care Auxiliary is sponsoring a community fund-raising drive to provide equipment for the hospital; a Coagulation System Analyzer and a Holter Monitor at a cost of \$5,500.00. They have requested a grant of \$4,500 from the Lytton Community Health Fund.

Administration will research this request with IHA, the local Doctor's and the Auxiliary, to determine if this request will improve health care delivery in our area.

**b) Correspondence for Information – as per attached listing.**

The Correspondence List October 5, 2006 to November 8, 2006 was received for information.

**c) Administrator Reports**

**d) Financial Officer Report:**

**i. Telephone Audit**

Currently, the Village has 10 phone lines and only 8 are required for business purposes. One of the excess lines has been disconnected until required in the future and the second excess line will be disconnected once wireless internet access has been established and stable.

**ii. Computer Purchase Request**

Administration has requested a variance to the 2006 budget. A color printer was slated for purchase, but is not required; a laptop for presentations and staff use has been requested instead.

**213-06 “Moved that the purchase of a HP nx7400 notebook computer from Kamloops Office Systems for \$1,642.00 plus GST/PST be approved.”**

CARRIED Unanimously

MacIntyre/Lightfoot

**iii. Records Management & Photocopier Budget Requests**

Administration is pursuing a records management project which will be in the 2007 budget. There may be some funds available in the 2006 budget should Council decide to begin this project early. Council will review this request and discuss it at the next Council meeting.

**iv. Revenue & Expenditure Report as at October 31, 2006**

For Council’s information.

**v. Payment of accounts October 2006**

For Council’s information.

**e) Public Works Report: none**

**f) Fire Department Report:**

**i. Month end report – October 2006**

**214-06 “Moved to authorize the payment of \$482.00 to Lytton Fire-Rescue for the month of October 2006.”**

CARRIED Unanimously

McArthur/MacIntyre

**7. BYLAWS & POLICIES**

**i. Report re: Records Management Bylaw #589**

The Village has purchased the Local Government Management Association Records Management Manual and modified it to their needs. As a result, the former Records Management Policy requires rescinding and the new policy and bylaw require approval.

**ii. Policy 9007 “Records Management”**

**215-06 “Moved that Policy 9006 “Records Management File Retention Policy” be rescinded.”**

CARRIED Unanimously

Lightfoot/MacIntyre

**216-06 “Moved that Policy 9007 “Records Management” be approved as presented.”**

CARRIED Unanimously

MacIntyre/Lightfoot

**iii. Bylaw #589 “Records Management”**

**217-06 “Moved that Bylaw #589 Record Management be given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings.”**

CARRIED Unanimously

MacIntyre/McArthur

**8. COUNCIL REPORTS**

**Councillor McArthur:**

- reported that UBCM was a successful conference
- reported that BC One-stop is a registry for licensing and may be a service the Village could use for Business Licenses.

**Councillor Lightfoot:**

- reported that UBCM was good and there were a lot of interesting people
- reported that she attended a TV Society meeting and Dan Mundall asked if she would be the First Nation Liaison for wireless internet.

**Councillor McKay: absent**

**Councillor MacIntyre:**

- reported that UBCM was interesting
- reported that LAWS does not want to combine their internet and TV funds, but Mr. Gill with the TNRD thinks they should. During the next meeting they will be discussing signage and advertising.

**Mayor O’Connor:**

- reported that UBCM was a typical meeting
- reported that he met with developer Mike Dugan regarding “boutique hotels” and discussed his interest in the Lytton area. Mr. Dugan has hired Mike MacDonald to research the 4 season potential of this area.

**218-06 “Moved that the Council meeting extend beyond 10:00 p.m. as per section 28 of Council Procedure Bylaw 569.”**

CARRIED Unanimously

McArthur/Lightfoot

**9. CALENDAR OF EVENTS**

**10. IN CAMERA**

**219-06 “Moved to go in camera as per Division 3 - Open Meetings Section 90(1)(e) Land Issue and 90 (1)(c) Personnel Issue and 90(1)(k) Contracts at 9:56 p.m.”**

CARRIED Unanimously

McArthur/Lightfoot

4.b Emergency Services Building - update

The Village has entered into an agreement to consider the purchase of 120 3<sup>rd</sup> Street (Heinz Second Hand Store). The agreement includes an accepted offer of \$220,000, without furnishings, subject to a satisfactory engineer’s report which will determine the properties feasibility for the Village’s requirements.

**11. ADJOURNMENT**

**220-06 “Moved that the regular meeting of Council be adjourned at 10:53 p.m.”**

CARRIED Unanimously

McArthur/MacIntyre

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MAYOR

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CORPORATE OFFICER