



## MINUTES

of the Village of Lytton Regular Council Meeting held  
at the Council Chambers, 380 Main Street, Lytton, BC  
at 7:00 p.m. Tuesday, November 13, 2012

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

CAO and CFO

**ABSENT:** Councillor Steer

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**

12/315 - **Moved, seconded** by Councillors Austen/Thorpe that the agenda be adopted as presented.

Carried

4) **ADOPTION OF MINUTES**

(a) **Minutes of the Regular Meeting of October 22nd, 2012**

12/316 - **Moved, seconded** by Councillors Thorpe/MacIntyre that the Minutes of the Regular Meeting of October 22nd, 2012 be adopted as amended

Carried

(b) **Minutes of the Special Meeting of October 29th, 2012**

12/317 - **Moved, seconded** by Councillors Austen/Thorpe that the minutes of the Special Meeting of October 29th, 2012 be adopted as presented.

Carried

(c) **Minutes of the Select Fire Hall Committee Meeting of November 7th, 2012**

- No meeting held

**(d) Minutes of the Select Economic Development Committee Meeting of November 8th, 2012**

- Minutes not received. Will be on next agenda.

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

**6) ADMINISTRATIVE MATTERS** - None

**7) CORRESPONDENCE FOR INFORMATION**

- (a) Letter from BC Hydro re - Tax in lieu (1% of revenue)
- (b) BC Ideas - Parliamentary Secretary for Non-Profit partnerships
- (c) NDIT Quarterly update

**12/318 - Moved, seconded** by Councillors Austen/Thorpe that correspondence be received for information.

Carried

**8) BYLAWS and POLICY**

**(a) Policy # 1003 Personnel Policy**

A Letter of Understanding (LOU) has been sent to CUPE that would clarify holiday entitlement commences on the date of employment, and that the payroll software reports time taken, time earned, and remaining time. We will report back.

**(b) Bylaw No. 664, 2012 being Cross Connection Control Bylaw - First Three Readings**

**12/319 - Moved, seconded** by Councillors Thorpe/MacIntyre that Cross Connection Control Bylaw No. 664, 2012 be given the First Three Readings.

Carried

**(c) Fees and Charges Consolidation Bylaw No. 663-2, 2012 - Pool Fee Discount proposal**

**12/320 - Moved, seconded** by Councillors Austen/Thorpe that Fees and Charges Consolidation Amendment Bylaw No. 663-2, 2012 be given the First Three Readings.

Carried

**(d) Policy # 4002 (Public Relations) Christmas Decoration Competition**

**12/321 - Moved, seconded** by Councillors Thorpe/Lightfoot that Policy # 4002 Christmas Decoration Competition be reinstated and invite IR 17, 18 to be included if they wish.

Carried

**(e) Policy # 3003 (Public Works) Snow Removal Policy**

**12/322 - Moved, seconded** by Councillors Thorpe/Lightfoot that Snow Removal Policy #3003 be amended by removing "starting 0600 hours" and replacing it with "as deemed necessary by the Public Works Lead Hand".

Carried

## 9) COUNCIL REPORTS

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

- Personnel
- Sub Regional Government (First Nations) - Scheduled
- TNRD - Highlights were emailed to Council
- NDIT - Conference call November 14, 2012
- Housing Select Committee
- Economic Development Select Committee

### (b) Councillor Rob Austen

- Recreation
- Fire Department Liaison - Meeting Thursday November 15, 2012
- Fire Department Select Committee - Cancelled due to no show.
- Parks

### (c) Councillor Denise MacIntyre

- Public Works Liaison - Sidewalk repair (budget and policy) and snow removal. Stumps 5th and Alonzo.
- Recreation Commission- Refer to COTW meeting November 27, 2012 at 6pm
- Fire Hall Select Committee - Did not attend

### (d) Councillor Jim Steer - Away

- Museum Commission (liaison)
- Chamber of Commerce (liaison)
- Fire Hall Select Committee

### (e) Councillor Tricia Thorpe

- Gold Country Liaison - missed meeting
- Housing Select Committee - meeting scheduled December 11, 2012
- Economic Development Select Committee - good meeting.

**12/323 - Moved, seconded** by Councillors Austen/Lightfoot that Council reports be received for information.

Carried

## 10. NEW BUSINESS

(a) **Request from CFO** to transfer funds from the Parks GL Account to the Public Works GL Account to facilitate the purchase of a metal container.

**12/324 - Moved, seconded** by Councillors Austen/Thorpe that council approves the transfer of \$1048 from Parks Maintenance to Capital Reserve.

Carried

## 11. UNFINISHED BUSINESS

(a) **Chamber of Commerce - Lease agreement and fee for service agreement** - The Mayor will meet with the Chamber executive and report back.

**(b) Caboose repairs** - have been completed.

**(d) Rail Crossing/Raft Take Out Meeting** - A meeting was held with Brent McDonald, Gordon Eisenhuth, Shawn Clough and Dennis Kurylowich of MOT and CN representative Gary Hanson to discuss issues around the uncontrolled crossing for the foot bridge and raft take out. It was agreed that MOT and CN would work out a proposal and then contact the Village.

MOT has since opened up a gap at the gate to allow persons with carts to access the foot bridge.

**(e) Grant in aid policy notice** - has been sent to all regular applicants.

## **12. IN-CAMERA MEETING**

**12/325 - Moved, seconded** by Councillors Austen/Thorpe 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 8:48 PM

Carried

**12/326 - Moved, seconded** by Councillors Austen/Thorpe that Council move into the regular meeting at 9:42pm, and that the following items be brought forward.

Carried

## **13. ITEMS BROUGHT FORWARD FROM IN-CAMERA** - Councils Resolution of October 9th (12-288 - Fire Service Area)

- Reduce 1st Responder and Road Rescue area.
- 1st Response only include Delta Echo Calls
- Fire rescue area exclude Botanie Creek Rd.
- Negotiate new agreements with First Nations
- Facilitate SAR and Emergency Preparedness meetings.

## **14. ADJOURNMENT**

**12/327 - Moved** by Councillor Austen that the meeting adjourn at 9:50 pm

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Mayor Jesso Lightfoot

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CAO