



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, November 26th, 2012**

PRESENT: Mayor Jessoa Lightfoot
Councillor Rob Austen
Councillor Denise MacIntyre
Councillor Jim Steer
CAO and CFO

Regrets: Councillor Tricia Thorpe

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**

12/336 - Moved, seconded by Councillors MacIntyre/Steer that the agenda be adopted as presented.

Carried

4) **ADOPTION OF MINUTES**

(a) Minutes of the Regular Meeting of November 13th, 2012

12/337 - Moved, seconded by Councillors Austen/MacIntyre that the Minutes of the Regular Meeting of November 13th, 2012 be adopted as presented.

Carried

(b) Minutes of the Economic Development Committee Meeting of November 8th, 2012

12/338 - Moved, seconded by Councillors Lightfoot/Austen that the minutes of the EDC Committee Meeting of November 8th, 2012 be received as information.

Carried

5) **DELEGATIONS** - FOCUS Engineering - Pam Astbury will update Council on the Sand Filter Project. Delayed to December 10th, 2012.

6) **ADMINISTRATIVE MATTERS**

- (a) CAO Report
- (b) Treasurer Report - Jan 6 Auditor Report presentation.
- (c) Public Works Report
- (d) Fire Department Report

12/339 - Moved, seconded by Councillors Austen/MacIntyre that the Administrative reports be received for information.

Carried

7) CORRESPONDENCE FOR INFORMATION

- (a) Letter from Nlaka'pamux Nation Tribal Council - re notice of Forest Fuel Management
- (b) Letter from TELUS advising our 1% in lieu of taxes amounts to \$2818.98
- (c) Letter from CN thanking Council for the meeting at UBCM

12/340 - Moved, seconded by Councillors Austen/MacIntyre that correspondence be received for information.

Carried

8) BYLAWS and POLICY

(a) Policy # 1003 Personnel Policy

No response has been received from CUPE as yet. Will be sending a letter.

(b) Bylaw No. 664, 2012 being Cross Connection Control Bylaw as required by IHA. Final Adoption.

12/341 - Moved, seconded by Councillors Austen/Lightfoot that Cross Connection Control Bylaw No. 664, 2012 be reconsidered and Finally adopted.

Carried

(c) Pool Fees and Charges Consolidation Amendment Bylaw No. 663-2, 2012, Final Adoption

12/342 - Moved, seconded by Councillors Austen/Lightfoot that Fees and Charges Consolidation Amendment Bylaw No. 663-2, 2012 be reconsidered and finally Adopted.

Carried

9) COUNCIL REPORTS

(a) Mayor Jessoa Lightfoot

- Personnel
- Sub Regional Government (First Nations) - Scheduled for December 4th, 2012
- TNRD - circulated
- NDIT - Upcoming Meeting December 3rd, 2012 - Luncheon
- Housing Select Committee - No meeting
- Economic Development Select Committee - Met on Thursday November 22nd, 2012

(b) Councillor Rob Austen

- Recreation
- Fire Department Liaison - Thursday, spoke with Jason
- Air brakes, policy on fuel is required, main man door requires repair
- Fire Department Select Committee
- Parks

12/343 - Moved, seconded by Councillors Austen/Steer that the CAO request that M. Heaster inspect the old highways building to determine if it is suitable for a fire hall.

Carried

(c) Councillor Denise MacIntyre

- Public Works Liaison - Bump in sidewalk at Post Office, unsafe for wheelchairs. Check ridge in the Sidewalk by McArthur's on 6th street.
- Recreation Commission- Meeting November 27th, 2012
- Fire Hall Select Committee

(d) Councillor Jim Steer

- Museum Commission - 2 sets of minutes - meeting November 27th, 2012
- Chamber of Commerce - AGM
- Fire Hall Select Committee

(e) Councillor Tricia Thorpe - absent

- Gold Country Liaison
- Housing Select Committee
- Economic Development Select Committee

12/344 - Moved, seconded by Councillors Austen/MacIntyre that Council reports be received for information.

Carried

10. NEW BUSINESS

(a) Letter from Ashcroft Employment services - proposal to rent office space at the Village office. CAO advises that when the original proposal was made, it was understood that they would only need the room for 2 days/week however it was clarified that they want exclusive use of the room. CAO recommends the request be denied as we need to have regular use and access to the space.

12/345 - Moved, seconded by Councillors Steer/Austen that council deny the proposal to rent office space.

Carried

(b) 2013 Council Meeting Schedule

12/346 - Moved, seconded by Councillors Steer/Austen that in accordance with the requirements of Sec. 127(1) of the Community Charter, Council is hereby posting and making available to the public, the schedule of 2013 Regular Council Meetings.

Carried

11. UNFINISHED BUSINESS

(a) Chamber of Commerce - Lease agreement and fee for service - The CAO has met with the Chamber and will facilitate a meeting with Council and their executive once they have finalized the fee for service agreement and lease proposals.

(d) Rail Crossing/Raft Take out. 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.

(e) **Council resolutions** are required to set rates for the Mayor and Council stipend, the Fire Department member and expense payment schedule, and will be requested to appoint an auditor and solicitor, or to request that a tender be let. These items will be discussed very soon.

NOTICE OF UPCOMING MEETINGS

- November 27 - Committee of the Whole Meeting at 5pm - Dinner will be provided.
- November 29 - Economic Development Committee Meeting
- December 3 - Council meets with Fire Chief Jason Phillips at 7pm to discuss policy and bylaws (remuneration, LAFC etc.)
- December 3 - Luncheon with NDIT
- December 4 - Sub Regional Governance meeting - Cancelled

12. IN-CAMERA MEETING - There will be no In Camera Meeting at this time.

13. ITEMS BROUGHT FORWARD FROM IN-CAMERA - None

14. ADJOURNMENT

12/347 - Moved by Councillor Steer that the meeting adjourn at 8:42 pm

Mayor Jessoa Lightfoot

CAO