

## **VILLAGE OF SAYWARD REGULAR COUNCIL MEETING**

Minutes of the Regular Council Meeting held March 21, 2007 at the Village Office, 601 Kelsey Way at 7:00 p.m.

**PRESENT:** Mayor Heather Sprout  
Councillor John MacDonald  
Councillor Debbie Coates  
Councillor Pat Cunningham

**ABSENT:** Councillor Heidi Schrader

**IN ATTENDANCE:** Diane Mason, Deputy Clerk-Treasurer

### **1. CALL TO ORDER**

The Mayor Heather Sprout called the meeting to order at 7:00 p.m.

### **2. LATE ITEMS**

### **3. APPROVAL OF AGENDA**

#### **MOTION R07/078**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the agenda be approved.

**CARRIED**

### **4. MINUTES OF PREVIOUS MEETINGS**

a) **Minutes of the Regular Council Meeting held February 28, 2007**

#### **MOTION R07/079**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the February 28, 2007 Regular Council Meeting Minutes be approved as amended.

**CARRIED**

### **5. PETITIONS & DELEGATIONS**

### **6. CORRESPONDENCE**

a) **Village of Pouce Coupe, February 8, 2007**  
*Elimination of Funding for Child Care Services*

#### **MOTION R07/080**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the February 8, 2007 letter from the Village of Pouce Coupe be received.

**CARRIED**

- b) **City of Langley, January 18, 2007**  
*National Homelessness Initiative*

**MOTION R07/081**

**MOVED BY COUNCILLOR COATES**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the January 18, 2007 letter from the City of Langley be received.

**CARRIED**

- c) **City of Langley, January 18, 2007**  
*BC Building Code*

**MOTION R07/082**

**MOVED BY COUNCILLOR COATES**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the January 18, 2007 letter from the City of Langley be received.

**CARRIED**

- d) **AVICC, February 23, 2007**  
*Integrated Community Sustainability Planning Workshops*

**MOTION R07/083**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** Councillor Cunningham is appointed to attend the Integrated Community Sustainability Planning Workshop in Campbell River March 16, 2007.

**CARRIED**

- e) **UBCM, March 2, 2007**  
*RCMP Contract Discussions: Issue Identification*

**MOTION R07/084**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the March 2, 2007 letter from UBCM be received.

**CARRIED**

- f) **UBCM, March 9, 2007**  
*UBCM Spring Conferences*

**MOTION R07/085**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the March 9, 2007 letter from UBCM be received.

**CARRIED**

**MOTION R07/086**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** Councillor MacDonald is appointed to attend the Inaugural Provincial Leadership Academy Forum, June 13 –15, 2007 in Richmond, BC.

**CARRIED**

- g) **UBCM In the House, March 9, 2007**  
*Police Costs, Mineral Tenure Act*

**MOTION R07/087**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the March 9, 2007 letter from UBCM be received.

**CARRIED**

- h) **Ministry of Environment, March 6, 2007**  
*Flood protection*

**MOTION R07/088**

**MOVED BY COUNCILLOR COATES**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the March 6, 2007 letter from the Ministry of Environment be received.

**CARRIED**

- i) **Regional District of Mount Waddington, March 9, 2007**  
*Tourism Workshop April 21*

**MOTION R07/089**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the March 9, 2007 letter from the Regional District of Mount Waddington be received.

**CARRIED**

**MOTION R07/090**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the March 9, 2007 information the Regional District of Mount Waddington be forwarded to the Sayward Business and Tourism Association and to Sayward Futures.

**CARRIED**

- j) **Ministry of Health, March 6, 2007**  
*“Province Takes Major Steps to Reduce Tobacco Use”*

**MOTION R07/091**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the March 6, 2007 letter from the Ministry of Health be received.

**CARRIED**

- k) **V. I. Economic Alliance**  
*Summit April 3, 2007*

**MOTION R07/092**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the letter from V. I. Economic Alliance regarding the April 3, 2007 Summit be received.

**CARRIED**

**MOTION R07/093**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** Councillor MacDonald is appointed to attend the V. I. Economic Alliance Summit, April 3, 2007 in Nanaimo.

**CARRIED**

**7. COMMITTEE REPORTS**

- a) **Public Safety, Health & Community Services** – Coates/Cunningham  
Issues: Public Health, Emergency Planning, Recreation , Ambulance & Education
  - i) **Kelsey Centre Recreation Commission** – Coates
- b) **Economic Development, Tourism & Community Sustainability** – MacDonald/Sprout  
Issues: Economic Development & Waterfront, Tourism and Sayward Futures Society

Councillor Cunningham presented a written report on the Integrated Community Sustainability Planning Workshop she attended on March 16, 2007.

- i) **MIFLAG** – Cunningham/Sprout

Councillor Cunningham presented a written report on recent MIFLAG activities.

- ii) **Harbour Authority** – MacDonald/Cunningham
- c) **Finance, Planning, Priorities and Community Operations** – Sprout, Coates, Cunningham, MacDonald  
**Issues: Finance, Personnel, Budget, Parks, Public Works, First Nations, Communications, Environment, Water & Sewer, Fire, Police**
  - i) **Statement of Revenue and Expenditures, January 31, 2007**

**MOTION R07/094**

**MOVED BY COUNCILLOR COATES**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the January 31, 2007 Statement of Revenue and Expenditures be received.

**CARRIED**

- ii) **Statement of Revenue and Expenditures, February 28, 2007**

**MOTION R07/095**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the February 28, 2007 Statement of Revenue and Expenditures be received.

**CARRIED**

- iii) **Budget Working Papers – revised March 13, 2007**

**MOTION R07/096**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the Budget Working Papers revised March 13, 2007 be received.

**CARRIED**

- iv) **February 2007 List of Cheques Issued**  
**Recommended Action:** Receive for information

**MOTION R07/097**

**MOVED BY COUNCILLOR COATES**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the February 2007 List of Cheques Issued be received.

**CARRIED**

- v) **Audited Financial Statements, Year ended December 31, 2006**

**MOTION R07/098**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR COATES**

**THAT** the Audited Financial Statements for the year ended December 31, 2006 be approved.

**CARRIED**

Council will address the suggestion that the position of auditor be put to tender before the next appointment of an auditor .

- d) **Vancouver Island Regional Library – Coates/Cunningham**
- e) **Regional District – Sprout/MacDonald**
- f) **Miscellaneous**
  - i) **Mayor's Report**
  - ii) **Fire Chief's Reports**
    - A) **Fire Chief's Report, February 2007**

**MOTION R07/099**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the February 2007 Fire Chief's Report be received.

**CARRIED**

- B) **Sayward Fire Department Working Group**

**MOTION R07/100**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the Council of the Village of Sayward supports the Proposed Boundary Expansion of the Comox Strathcona Regional District Fire Protection Area.

**CARRIED**

iii) **Public Works Foreman’s Report, March 14, 2007**

**MOTION R07/101**

**MOVED BY COUNCILLOR COATES**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the March 14, 2007 Public Works Foreman’s Report be received.

**CARRIED**

**MOTION R07/102**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the Council of the Village of Sayward directs staff to write a letter of commendation to Mike Atchison for outstanding performance of his duties.

**CARRIED**

iv) **CAO’s Report**

A) **Tourism Grant**

**MOTION R07/103**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the Council of the Village of Sayward authorizes staff to request an extension on the deadline for the grant application for the Community Tourism Program.

**CARRIED**

B) **Infrastructure Planning Grant**

This is the application for \$10,000 planning grant

**MOTION R07/104**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the Council of the Village of Sayward resolves to support the Storm Water Management and Sewer System Rehabilitation project.

**CARRIED**

C) **Towns for Tomorrow**

This is the application for 80% funding for 2007 – 2011

**MOTION R07/105**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the Council of the Village of Sayward authorizes the Storm Water Management and Sewer System Rehabilitation project to proceed.

**CARRIED**

D) **Towns for Tomorrow**

This is the application of 80% funding, village share \$7,600

**MOTION R07/106**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR MACDONALD**

**THAT** the Council of the Village of Sayward authorizes the Storm Water Pond Aeration project to proceed.

**CARRIED**

- E) **Local/Motion Program**  
50% village share is \$15,000.

**MOTION R07/107**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the Council of the Village of Sayward authorizes the Sayward Hiking & Biking Trail project to proceed.

**CARRIED**

**8. UNFINISHED BUSINESS**

- a) **PRIME Levy and Training Costs**

*Answer Council's Questions from February 28 meeting*

Ian Fremantle – I phoned Ken Vance Senior Policy Advisor (604-270-8226 Ext 114) on both questions

On both issues Ken Vance did not know, he indicated that the “new tax” being paid for RCMP services from communities under 5,000 would most likely be deposited into on “General Fund” and the RCMP have given no indication as yet as to how this money will be spent.

- b) **Coastal Community Network**

*Answer to Council's Question from February 28 meeting*

Village paid \$250 for 2006 membership dues in April of 2006, 2007 invoice has not yet been received.

**9. NEW BUSINESS**

- a) **Office of Housing and Construction Standards, May 31, 2006**

*Low consumption (6 litre) toilets*

**MOTION R07/108**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** the Council of the Village of Sayward requests that the Building Policy Branch have the Village of Sayward included in the list of geographical locations that require all new installations of water closets have a flush cycle no greater than 6 litres.

**CARRIED**

- b) **The Otesha Project, March 15, 2007**

*Requesting free camping*

**MOTION R07/109**

**MOVED BY COUNCILLOR CUNNINGHAM**

**SECONDED BY COUNCILLOR COATES**

**THAT** the Council of the Village of Sayward waives the camping fee for the group from the Otesha Project for the nights of May 19 –21 and June 3, 2007 and offers the group billeting in the Kelsey Centre if the weather too wet for camping.

**CARRIED**

**10. BYLAWS**

- a) **Bylaw No. 363, 2007 Amendments to Village of Sayward Meetings Procedure Bylaw No. 327, 2004**

**MOTION R07/110**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR CUNNINGHAM**

**THAT** Bylaw No. 363, 2007 Amendments to Village of Sayward Meetings Procedure Bylaw No. 327, 2004 be adopted.

**CARRIED**

**11. PUBLIC QUESTION PERIOD**

- Vidonna Chauvin, 230 Spar, asked if Council had received the recommendation to Council from the Tourism Task Force. Answered – Council has not yet received the recommendations included in the task force report.
- Terry Hollo, 460 MacMillan, asked if the formal presentations from the task forces have been presented to council. Answered – not yet.

**12. ADJOURNMENT**

- a) **Resolution to Convene to In-Camera Meeting**

**MOTION R07/111**

**MOVED BY COUNCILLOR MACDONALD**

**SECONDED BY COUNCILLOR COATES**

**THAT** the Council of the Village of Sayward adjourns the Regular Meeting and that the meeting be closed to the public and convened to in-camera under Section 90(1)(a) of the *Community Charter* to deal with matters relating to the following:

- Personnel

**CARRIED**

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**MAYOR**

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**DEPUTY CLERK-TREASURER**