

VILLAGE OF SAYWARD REGULAR COUNCIL MEETING

Minutes of the Regular Council Meeting held August 1, 2007 at the Village Office, 601 Kelsey Way at 7:32 p.m.

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

IN ATTENDANCE: Cameron Cairncross, CAO
Elizabeth Pichette, Clerk/Receptionist

1. CALL TO ORDER

Mayor Heather Sprout called the meeting to order at 7:32 p.m., and acknowledged His Worship, Dave MacIntosh the Mayor from the Village of Tasis was in attendance;

2. LATE ITEMS

- a) **New Business – Letter John MacDonald will forward to the Compass**
- b) **CAO Report – Infrastructure Planning Grant Program**

MOTION R07/235
MOVED BY COUNCILLOR CUNNINGHAM
SECONDED BY COUNCILLOR MACDONALD
THAT the late items be added to the agenda.

CARRIED

3. APPROVAL OF AGENDA

MOTION R07/236
MOVED BY COUNCILLOR CUNNINGHAM
SECONDED BY COUNCILLOR COATES
THAT the agenda be approved as ammended.

CARRIED

4. MINUTES OF PREVIOUS MEETINGS

- a) **Minutes of the Regular Council Meeting held July 18th, 2007**

MOTION R07/237
MOVED BY COUNCILLOR COATES
SECONDED BY COUNCILLOR MACDONALD
THAT minutes of previous meeting under Item 7 f) iii) B) be corrected from Councillor Cunningham to Councillor Coates and that the minutes of the regular meeting of Council held on July 18, 2007 be adopted as amended.

CARRIED

5. PETITIONS & DELEGATIONS

6. CORRESPONDENCE

- a) **Ministry of Tourism, Sport and the Arts, July 18th, 2007**
Naka Creek Recreation Site Boundary

MOTION R07/238

MOVED BY COUNCILLOR MACDONALD

SECONDED BY COUNCILLOR COATES

THAT the letter from the Ministry of Tourism, Sport and the Arts be received.

CARRIED

- b) **UBCM, Gas Tax/Public Transit Management Services, July 20, 2007**
Gas Tax Agreement Community Works Fund Payment

MOTION R07/239

MOVED BY COUNCILLOR SCHRADER

SECONDED BY COUNCILLOR CUNNINGHAM

THAT the letter from UBCM regarding the Gas Tax Agreement, Community Works Fund Payment be received.

CARRIED

- c) **Kay and Norman Simmons, July 23 & 24, 2007**
Tree Work for Views

MOTION R07/240

MOVED BY COUNCILLOR CUNNINGHAM

SECONDED BY COUNCILLOR SCHRADER

THAT the letter for Kay and Norman Simmons was received for information.

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
- i) **Economic Development & Waterfront, Tourism and Sayward Futures Society** – MacDonald/Sprout

ii) **MIFLAG – Cunningham/Sprout**

Councillor Cunningham read a report from MIFLAG dated July 19, 2007.

MOTION R07/241

MOVED BY COUNCILLOR MACDONALD

SECONDED BY COUNCILLOR COATES

THAT the MIFLAG report from Councillor Cunningham be receive.

CARRIED

iii) **Harbour Authority – MacDonald/Cunningham**

Councillor MacDonald reported that the new bookkeeper will be Olga for the Harbour Authority, and their next meeting will be August 26, 2007 at 2pm. They are also working on plan approval by their engineer for the Building Permit for the new Harbour Service .

MOTION R07/242

MOVED BY COUNCILLOR SCHRADER

SECONDED BY COUNCILLOR COATES

THAT the verbal report by Councillor MacDonald be received.

CARRIED

- 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, May 2007**

MOTION R07/243

MOVED BY COUNCILLOR CUNNINGHAM

SECONDED BY COUNCILLOR MACDONALD

THAT the Statement of Revenue and Expenditures, May 2007 be received.

CARRIED

ii) **June 2007 List of Cheques Issued**

Councillors requested a breakdown of what the paint, from Cloverdale Paint, was used for. Staff was directed to provide Council with copies of the bills.

MOTION R07/244

MOVED BY COUNCILLOR CUNNINGHAM

SECONDED BY COUNCILLOR MACDONALD

THAT the list of cheques for June 2007 be received for information.

CARRIED

iii) **Information on Kelsey Center Heating and Cleaning Costs**

Staff was directed to provide copies of bills to all of Council for the fuel costs of the Kelsey Centre.

MOTION R07/245

MOVED BY COUNCILLOR SCHRADER

SECONDED BY COUNCILLOR MACDONALD

THAT the Information on Kelsey Center Heating and Cleaning Costs be received.

CARRIED

d) **Vancouver Island Regional Library – Coates/Cunningham**

e) **Regional District – Sprout/MacDonald**

f) **Miscellaneous**

i) **Mayor's Report**

ii) **CAO's Reports**

A) Playground Inspections

The CAO recommended that a qualified inspector complete the playground inspection and provide a full report upon completion of this inspection.

MOTION R07/246

MOVED BY COUNCILLOR CUNNINGHAM

SECONDED BY COUNCILLOR COATES

THAT the park playground be inspected.

CARRIED

B) Recent Boil Water Order

Staff was directed to provide a thank you in the Sayward News to all the volunteers on their response in getting the information out for the boil water advisory and to send them individualized thank you cards signed by Mayor and Council.

MOTION R07/247

MOVED BY COUNCILLOR SCHRADER

SECONDED BY COUNCILLOR MACDONALD

THAT the report on the recent boil water order be received.

CARRIED

C) Infrastructure Planning Grant Program

MOTION R07/248

MOVED BY COUNCILLOR CUNNINGHAM

SECONDED BY COUNCILLOR SCHRADER

THAT staff make an application for the Infrastructure Planning Grant Program of \$5,000.00 for a review of the Kelsey Centre HVAC systems.

CARRIED

8. UNFINISHED BUSINESS

a) **Signs for Park**

Staff be directed to complete the placement of the dog signs in the park.

9. NEW BUSINESS

a) **Letter to the Compass by Councillor MacDonald**

Councillor MacDonald read a letter to Council that he will be sending to the Sayward Compass concerning support for volunteers.

b) **Building Permits**

The CAO reported that Rob Harley from the City of Campbell River will attend the next meeting to discuss building permits.

10. OLD BUSINESS

11. BYLAWS

12. PUBLIC QUESTION PERIOD (maximum 15 minutes)

13. ADJOURNMENT

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

**MOTION R07/249
MOVED BY COUNCILLOR MACDONALD
SECONDED BY COUNCILLOR COATES
THAT meeting be adjourned.**

CARRIED

14. Terminate at 8:20 pm.

MAYOR

CAO