



**VILLAGE OF SAYWARD  
MINUTES  
REGULAR COUNCIL MEETING  
NOVEMBER 17, 2010 7:00 PM  
VILLAGE OFFICE  
601 KELSEY WAY**

**PRESENT:** Mayor John MacDonald  
Councillor Debbie Coates  
Councillor Rosemary Croteau  
Councillor Norm Kirschner  
Councillor Al Braybrook

**IN ATTENDANCE:** Colum McCready, CAO  
Beth Johnson, Clerk/Receptionist

**1. CALL TO ORDER.**

Mayor John MacDonald called the meeting to order at 7:00 pm.

**2. PUBLIC INPUT.**

Ann Mars, 837 Sayward Road. Re: Feral cats: There is a need for an Animal Control Bylaw.

Lynn Trudeau, 220 Spar Street. Re: The advantages of the Richmond Bylaw for (1) Animal Control and (2) Pets.

Janett Hoare, 161 Balsam Street. Re: Proving ownership of cats.

Elizabeth Greensides, 340 Glenroy Road. Re: Spaying/neutering certificate.

**3. INTRODUCTION OF LATE ITEMS.**

**MOTION R10/281**

**MOVED & SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees that the following be added under item 10, New Business:

10.1 Terms of Service.

10.2 Procedure Bylaw.

10.3 Personnel Policy Review Committee is to set the date for their next meeting.

**CARRIED**

**4. APPROVAL OF AGENDA.**

**MOTION R10/282**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees that the Agenda for the Regular Meeting of Council held November 17, 2010 be approved as amended.

**CARRIED**

**5. MINUTES OF PREVIOUS REGULAR MEETING.**

**5.1 - Minutes of the Regular Meeting of Council held November 3, 2010**

**MOTION R10/283**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees that the Minutes of the Regular Meeting of Council held November 3, 2010 be adopted.

**CARRIED**

**6. PETITIONS AND DELEGATIONS.**

6.1 Marek Zaleski – Presented a video of his website, “*Promotion Sayward 2011*”.

**7. CORRESPONDENCE.**

**7.1 - BC Hydro Change in rates to encourage energy conservation**

**7.2 – Govt. of British Columbia: changes to municipal tax notices**

**7.3 – Telus: 1% In Lieu Tax**

**MOTION R10/284**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees to receive the correspondence.

**CARRIED**

**8. COMMITTEE REPORTS AND STAFF REPORTS.**

**8.1 MIFLAG – Croteau/Kirschner**

The next meeting will be November 18, 2010.

**8.2 Harbour Authority – Kirschner/Croteau**

The next meeting will be November 29, 2010.

**8.3 Sayward Futures Society – Croteau**

Next meeting will be November 18, 2010.

**8.4 Vancouver Island Regional Library – Coates/Braybrook**

The next meeting will be November 27, 2010.

**8.5 Regional District – MacDonald/Coates**

**MOVED & SECONDED**

**MOTION R10/285**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees that the report of Mayor John MacDonald be received for information.

**CARRIED**

**8.6 Mayor's Report**

**MOVED & SECONDED**

**MOTION R10/286**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees that the report of Mayor John MacDonald be received for information.

**CARRIED**

**8.7 Miscellaneous Reports**

**8.7.1 Tourism Task Force**

**MOVED & SECONDED**

**MOTION R10/287**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees that the report of the Tourism Task Force be received for information.

**CARRIED**

**8.8 Staff Reports: CAO Report**

**MOTION R10/288**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby receives the CAO's report.

**CARRIED**

**8.8.1 Requests for Decisions.**

**a. Fire Protective Services Bylaw 383, 2010.**

**MOVED & SECONDED**

**MOTION R10/289**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby gives Bylaw No. 383 a third and final reading.

**CARRIED**

**b. Renewal of the RCMP Lease Agreement.**

**MOVED & SECONDED**

**MOTION R10/290**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby receives the RCMP Lease Agreement for discussion.

**CARRIED**

**MOVED & SECONDED**

**MOTION R10/291**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby approves the lease agreement with the Royal Canadian Mounted Police for the RCMP Detachment Building located at 610 Kelsey Way in accordance with clause 2.1 for a further ten-year term from March 25, 2010 to and including August 24, 2020 and approves all the terms and conditions of this lease.

**CARRIED**

**c. Appointing Members to a Recreation Commission**

**MOVED & SECONDED**

**MOTION R10/292**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees to receive this request for discussion.

**CARRIED**

**MOVED & SECONDED**

**MOTION R10/293**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees to table this motion until the December 1, 2010 Council Meeting.

**CARRIED**

**d. Snow Clearing Contract at Sayward Elementary-Junior School 2010-2011.**

**MOVED & SECONDED**

**MOTION R10/294**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby agrees to receive the Snow Clearing Contract at Sayward Elementary-Junior Secondary School 2010-2011.

**CARRIED**

**MOVED & SECONDED**

**MOTION R10/295**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby approves the terms and conditions of the contract with School District 72 for snow plowing services at Sayward Elementary-Junior Secondary School for the period December 1, 2010 to November 30, 2012 for the sum of \$80.00 (Eighty Dollars) per hour.

**CARRIED**

Councillor Braybrook wished his opposing vote to be recorded.

**e. Financial Information for Approval**

**MOVED & SECONDED**

**MOTION R10/296**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby receives the Financial Information as stated.

**CARRIED**

**MOVED & SECONDED**

**MOTION R10/297**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby accepts the above Financial Information as stated.

**CARRIED**

**8.8.2 Report by Fire Chief**

**MOVED & SECONDED**

**MOTION R10/298**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby receives the Report by the Fire Chief.

**CARRIED**

**8.8.3 Report by Public Works Supervisor**

**MOVED & SECONDED**

**MOTION R10/299**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby receives the Report by the Public Works Supervisor.

**CARRIED**

Staff is directed to investigate further into the phone system. Staff is instructed to investigate the cost of changing the street lights to reduce hydro use.

**8.8.4 Report by the Acting Recreation and Culture Supervisor**

**MOVED & SECONDED**

**MOTION R10/300**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby receives the Report of the Acting Recreation and Culture Supervisor.

**CARRIED**

**9. UNFINISHED BUSINESS.**

9.1 Mayor's update on Fire Protection Services Agreement has been read; on the Building Bylaw Inspection Services has been read. Personnel Policy Committee update was given.

**10. NEW BUSINESS.**

**10.1 Terms of Service**

The terms of service for the committees that Councillors are on will be reviewed on the December 1, 2010 Regular Council Meeting under bylaw 384 (Procedure).

**10.2 Procedure Bylaw**

All terms of service will go under the Procedure Bylaw. The Mayor is calling a Committee of the Whole at 3:00 p.m. on Monday, November 22 to discuss the Procedure Bylaw.

**10.3 Personnel Policy Review Committee**

The next meeting will be at 3:00 p.m. on Thursday, November 25.

**11. BYLAWS.**

**11.1 Bylaw Review Committee**

Mayor John MacDonald appointed himself and Councillor Norm Kirschner to review the Bylaws.

**11.2 Review of Bylaw Inventory**

**11.3 Review of Animal Control Bylaw 340**

This will be updated to include dogs and cats.

**12. PUBLIC QUESTION PERIOD.**

Elizabeth Greensides, 340 Glenroy. Re: Abandoned cats being added to the bylaw.

Janett Hoare, 161 Balsam Street. Re: Snow plowing at the Post Office and the street numbering on Kelsey Way.

**There was an In Camera Meeting following the Regular Meeting.**

Re: Resolution in Accordance with Section 92 (a) and (b) of the *Community Charter*.

For: Closed Council – Restricted In Camera Committee Meeting on November 17, 2010.

**MOVED & SECONDED**

**MOTION R10/301**

**THEREFORE BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, in accordance with section 92 (a) and (b) of the *Community Charter*, the Council Meeting was closed to the public at this time in order that the Committee could give consideration to the following matters that, in accordance with section 90.1 (a) and 90.1 (g) of the *Community Charter*, could be considered by the Committee in a meeting closed to the public:

1. One item relating to personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

2. A second item relating to litigation or potential litigation affecting the municipality.

**CARRIED**

**13. ADJOURNMENT.**

**13.1 - Adjournment**

**MOTION R10/302**

**MOVED and SECONDED**

**That** the Regular Meeting of Council of November 17, 2010 be adjourned to move in camera.

**CARRIED**

The Regular meeting of Council was adjourned at 8:25 pm.

---

Mayor John MacDonald

---

Colum McCready, CAO