



**VILLAGE OF SAYWARD  
MINUTES  
REGULAR COUNCIL MEETING  
DECEMBER 1, 2010 7:00 P.M.  
VILLAGE OFFICE  
601 KELSEY WAY**

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

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

**1. CALL TO ORDER.**

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

**2. PUBLIC INPUT.**

Janett Hoare 161 Balsam Street. Re: Repair of light on her street.

**3. INTRODUCTION OF LATE ITEMS.**

Three RFDs, #E, F and G will be added.

**4. APPROVAL OF AGENDA.**

**MOTION R10/323**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Agenda for the Regular Meeting of Council held December 1, 2010 be approved as amended.

**CARRIED**

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

**5.1 - Minutes of the Regular Meeting of Council held November 17, 2010**

**MOTION R10/324**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Minutes of the Regular Meeting of Council held on November 17, 2010, be adopted.

**CARRIED**

Staff is instructed to continue to investigate the phone system, but not spend any further money. .

**6. PETITIONS AND DELEGATIONS.**

Nil

**7. CORRESPONDENCE.**

**7.1 – Email from Derek Trimmer, Director, Regional Initiatives regarding shared financial services with Zebellos, Tahsis. It is not clear what services they have in mind but it could include sharing a certified accountant or a grants officer.**

**MOTION R10/325**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the correspondence under item 7.1 be received for information.

**CARRIED**

**7.2 – A forwarded email from the City of Trail: B.C. Pension Corporation Pensions now subject to HST**

**MOTION R10/326**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the correspondence under item 7.2 be received for information.

**CARRIED**

**7.3 – B.C. Salmon Farmers Association: Notification of a new promotional film (which is available in the Main Office.)**

**MOTION R10/327**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Correspondence under item 7.3 be received for information.

**CARRIED**

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

**8.1 MIFLAG – Croteau/Kirschner**

**8.2 Harbour Authority – Kirschner/Croteau**

**MOTION R10/328**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Harbour Authority report be received for information.

**CARRIED**

**8.3 Sayward Futures Society – Croteau**

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

**8.5 Regional District – MacDonald/Coates**

## 8.6 Mayor's Report

Subsequent reports will be given only on the second meeting of the month.

## 8.7 Staff Reports - Colum McCready, CAO – CAO Report for December 1, 2010

### **MOTION R10/329**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the CAO's report for December 1, 2010 be received for information.

**CARRIED**

### **8.7.1: Requests for Decisions (RFD).**

#### **a. RFD: Lease of a New Photocopier**

### **MOTION R10/330**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Lease of a new Photocopier be received for discussion.

**CARRIED**

### **MOTION R10/331**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** Council approves a five year lease for a Cannon ImageRunner ADVANCE C5035 photocopier with payments commencing in January, 2011 and ending on December 2016 for the annual sum of \$ 3324.00 and a cost per copy of \$0.01. The overall cost for the year, including copies will be a maximum of \$4,548.00.

**CARRIED**

#### **b. RFD: ASYST License for 2<sup>nd</sup> Computer**

### **MOTION R10/332**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the ASYST Licence for a 2<sup>nd</sup> Computer be received for discussion.

**CARRIED**

### **MOTION R10/333**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** Council approves the purchase of a second license and software support for the ASYST financial software program from United Systems Technology Incorporated for the sum of \$1,181.60. This amount will be included in the 2011 budget.

**CARRIED**

#### **c. RFD: Formation of a Non-Profit Governance of the Kelsey Centre**

**MOTION R10/334**  
**MOVED and SECONDED**  
**THEREFORE, BE IT RESOLVED THAT** the Formation of a Non-Profit Governance of the Kelsey Centre be received for discussion.

**CARRIED**

**MOTION R10/335**  
**MOVED and SECONDED**  
**THEREFORE, BE IT RESOLVED THAT** a Steering Committee be formed consisting of Councillor Coates as chair, Councillor Croteau as a member, Mayor MacDonald as a member, and our Recreation Coordinator, Ms. Terry Colbrooke, as a member, effective immediately.

**CARRIED**

**d. RFD: Financial Information for Approval**

**MOTION R10/336**  
**MOVED and SECONDED**  
**THEREFORE, BE IT RESOLVED THAT** the Financial Information for Approval be received for information.

**CARRIED**

**MOTION R10/337**  
**MOVED and SECONDED**  
**THEREFORE, BE IT RESOLVED THAT** Council receives, accepts and approves the Financial Information as stated.

**CARRIED**

**e. RFD: Transfer of Funds from Reserves to the General Operating Account**

**MOTION R10/338**  
**MOVED and SECONDED**  
**THEREFORE, BE IT RESOLVED THAT** the Transfer of Funds from Reserves to the General Operating Account be received for discussion.

**CARRIED**

**MOTION R10/339**  
**MOVED and SECONDED**  
**THEREFORE, BE IT RESOLVED THAT** Council approves the transfer of \$100,000 from Money Market Funds now deposited with the Municipal Finance Authority to the Village of Sayward's General Operating Account on December 2, 2010.

**CARRIED**

**f. RFD: Sewage Lagoon Upgrade**

**MOTION R10/340**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Sewage Lagoon Upgrade be received for discussion.

**CARRIED**

**MOTION R10/341**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** Council approves the spending of surplus funding (\$20,783.40) from the recently completed Storm and Water Management and Sewer Rehabilitation Project, 2010 on a Sewage Lagoon Upgrade for the sum of \$65,062.33.

**CARRIED**

**g. RFD: Snow Ploughing at the Ambulance Station**

**MOTION R10/342**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** Snow Ploughing at the Ambulance Station be received for discussion.

**CARRIED**

**MOTION R10/343**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward hereby approves a Snow Ploughing Agreement between Dave Nelson and the Village of Sayward commencing as soon as possible.

**CARRIED**

Councillors Kirschner and Braybrook wished to have their votes recorded as being opposed to this motion.

**9. UNFINISHED BUSINESS.**

Nil

**10. NEW BUSINESS.**

Nil

**11. BYLAWS.**

**11.1 – First and Second Reading of Council Procedure Bylaw No. 386**

**MOTION R10/344**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council Procedural Bylaw No. 386 be received for discussion.

**CARRIED**

**MOTION R10/345**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward, duly gathered and assembled, hereby gives the Council Procedural Bylaw No. 386 a first and second reading.

**CARRIED**

**11.2 – First, Second and Third Reading of Appointment of Officers and Delegation of Authority Bylaw No. 387**

**MOTION R10/346**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Appointment of Officers and Delegation of Authority Bylaw No. 387 be received for discussion.

**CARRIED**

**MOTION R10/347**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward hereby gives the Appointment of Officers and Delegation of Authority Bylaw No. 387 a first and second reading.

**CARRIED**

**MOTION R10/348**

**MOVED AND SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Council of the Village of Sayward hereby gives the Appointment of Officers and Delegation of Authority Bylaw No. 387 a third reading.

**CARRIED**

**12. PUBLIC QUESTION PERIOD.**

Nil

**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 December 1, 2010, 2010.

**Recommended Resolution:**

**MOTION R10/349**

**MOVED AND SECONDED**

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

Two items which relate to litigation or potential litigation affecting the municipality.

**CARRIED**

**13. ADJOURNMENT.**

**13.1 - Adjournment**

**MOTION R10/350**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Regular Meeting of Council of December 1, 2010 be adjourned.

**CARRIED**

The Regular Meeting of Council was adjourned at 8:07 p.m.

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Mayor John MacDonald

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Colum McCready, CAO