



**VILLAGE OF SAYWARD  
MINUTES  
REGULAR COUNCIL MEETING  
JANUARY 19, 2011, 7:00 P.M.  
VILLAGE OFFICE  
601 KELSEY WAY**

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

**IN ATTENDANCE:** Colum Mc Cready, CAO

**ABSENT:** Councillor Norm Kirschner

**1. APPROVAL OF AGENDA.**

**MOTION R11/437**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Agenda for the Regular Meeting of Council held January 19, 2011 be approved with three additions: first, that the reference to a Primary Health Clinic in RFD 8.7.1.C be deleted and that this matter be discussed in-camera; second that Corporal Pick be added as a delegation; third that Procedural Bylaw 386 be added for revocation and replacement.

**CARRIED**

**2. MINUTES OF PREVIOUS REGULAR MEETING.**

**5.1 – Minutes of the Regular Meeting of Council of January 5, 2011:**

**MOTION R11/438**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Minutes of the Regular Meeting of Council held on January 5, 2011, be received.

**CARRIED**

**5.2 – Minutes of the Special Council Budget Meeting of January 12, 2011**

**MOTION R11/439**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Minutes of the Regular Meeting of Council held on January 5, 2011, be adopted.

**CARRIED**

### **3. PETITIONS AND DELEGATIONS.**

Corporal Pick read the RCMP Sayward Detachment third quarter report for 2010.

**MOTION R11/440**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** Corporal Pick's third quarter report for 2010 be adopted

**CARRIED**

### **4. CORRESPONDENCE.**

**7.1 –The following letters were reviewed and followed by the resolution below:**

- Letter of Support from Claire Trevena, MLA
- Letter of Support from Honorable John Duncan MP
- Letter of Support from Brian Reardon, on behalf of SRD
- Island Deaf and Hard of Hearing Centre: official opening invitation
- Statistics Canada: advance notice of an upcoming Census
- RCMP Detachment Report: 3<sup>rd</sup> Quarter 2010 – 2011

**MOTION R11/441**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the attached correspondence be received for information.

**CARRIED**

### **5. COMMITTEE REPORTS AND STAFF REPORTS.**

- |   |                                  |
|---|----------------------------------|
| <b>8.1 MIFLAG:</b>                            | Councillor's Croteau/Kirschner   |
| <b>8.2 Harbour Authority:</b>                 | Councillor's Kirschner/Croteau   |
| <b>8.3 Sayward Futures Society:</b>           | Councillor's Croteau             |
| <b>8.4 Vancouver Island Regional Library:</b> | Deputy Mayor Coates/Braybrook    |
| <b>8.5 Regional District:</b>                 | Mayor MacDonald/ D. Mayor Coates |
| <b>8.6: Tourism Committee:</b>                | Councillor Al Braybrook          |

**MOTION R11/442**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** that Councillor Al Braybrook's report be received for information.

**CARRIED**

**8.6 Mayor's Report:**

**MOTION R11/443**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** that Mayor MacDonald's Reports be received for information.

**CARRIED**

**8.7 Staff Reports: CAO Report (attached)**

**MOTION R11/444**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** that the CAO's Report be received for review.

**CARRIED**

**MOTION R11/445**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** that the CAO's Report be accepted for information.

**CARRIED**

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

**8.7.1.a: Formal letters of thanks for letters of support**

**MOTION R11/446**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** that Council directs the CAO to write formal letters of thanks to John Duncan MP, Claire Trevena, MLA and to the Strathcona Regional District for their letters of support for a Towns for Tomorrow grant application by the Village for a new reservoir.

**CARRIED**

**8.7.1.b: Payment of Invoice and Transfer of Reserve Funds to provide a server at the Village Office.**

**MOTION R11/447**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** that Council approves the transfer of \$7,707.20 from the Village's Reserve account and directs the CAO to pay Island Micro the sum of \$7,707.20 for the installation of a server, all the associated equipment and labour as per Invoice 149858 dated January 5, 2011.

**CARRIED**

**8.7.1.c: Moving the Village Office to the Kelsey Recreation Centre**

**MOTION R11/448**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** THEREFORE BE IT RESOLVED THAT Council approves moving the contents of the Village Office to the basement of the Kelsey Recreation Centre as soon as Procedural Bylaw 386 is revoked and replaced by Procedural Bylaw 388. Council also directs the CAO to get two quotes for the cost of building a counter in one of the basement rooms and to install a fan heater in the other.

**CARRIED**

**8.7.1.d: Approval of Financial Information**

**MOTION R11/449**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** THEREFORE BE IT RESOLVED THAT Council receives, accepts and approves the above financial information as stated.

**CARRIED**

**8.7.2.a: Report by Fire Chief.**

**MOTION R11/450**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** THEREFORE BE IT RESOLVED THAT Council receives the Fire Chief's Report for information.

**CARRIED**

**8.7.2.b: Report by Public Works Supervisor**

**MOTION R11/451**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** THEREFORE BE IT RESOLVED THAT Council receives the Public Works Supervisor's Report for information.

**CARRIED**

**8.7.2.c: Report by Recreation and Culture Supervisor**

**MOTION R11/452**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** THEREFORE BE IT RESOLVED THAT Council receives the Recreation Coordinator's Report for information.

**CARRIED**

**8.7.2.d: Report by Emergency Measures Coordinator**

**MOTION R11/453**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED** THEREFORE BE IT RESOLVED THAT Council receives the Emergency Measures Coordinator's Report for information.

**CARRIED**

**6. UNFINISHED BUSINESS.**

No unfinished business

**7. NEW BUSINESS.**

Nil

**8. BYLAWS**

**11. 1: Review and revocation of Procedural Bylaw 386.**

**MOTION R11/454**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** Council receives revokes Procedural Bylaw 386 as the address of the Village Office will be changing from 601 Kelsey Way to 652 K'Husam Way. As there is only one minor change to the Bylaw, new Procedural Bylaw 388 will be given three readings this evening.

Note: Mayor MacDonald invited discussion of this motion and there being none it was therefore carried.

**CARRIED**

**MOTION R11/455**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THEREFORE BE IT RESOLVED THAT** Bylaw 388 is read for the first time.

Note: Mayor MacDonald invited discussion of this motion and there being none it was therefore carried.

**CARRIED**

**MOTION R11/456**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THEREFORE BE IT RESOLVED THAT** Bylaw 388 is read for the second time.

Note: Mayor MacDonald invited discussion of this motion and there being none it was therefore carried.

**CARRIED**

**MOTION R11/457**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THEREFORE BE IT RESOLVED THAT** Bylaw 388 is read for the third and last time and is adopted.

Note: Mayor MacDonald invited discussion of this motion and there being none it was therefore carried.

**CARRIED**

**10. PUBLIC QUESTION PERIOD (maximum 15 minutes).**

**12.1 – Public Question Period:**

Mayor MacDonald read the following: “The purpose of the public question period is to permit people in the gallery to ask questions about the issues discussed by Council during the meeting. Speakers will be allowed to ask one question each. If time permits, after everyone has had an opportunity to ask questions, speakers will be allowed to ask a second question. **For the record, please state your name and address.**”

**Question 1: Diane Mason** asked if the ESS would have a place to meet when the contents of the Village Office was moved to the Kelsey Recreation Centre.

Colum Mc Cready, CAO replied that the matter had not been discussed with her as the Village Administration was waiting for direction from Council on the proposed move

which may or may not have been approved. Now that it was approved he invited Ms Mason to discuss with him arrangements for a meeting place.

**Question 2: Diane Mason** asked if the Canadian Legion could continue to use the Kelsey Recreation Centre after the move.

Colum Mc Cready, CAO replied that alternate space would be made available in the basement of the Kelsey Recreation Centre and the Recreation Coordinator will take bookings for this space.

## **11. GOING IN-CAMERA**

Mayor MacDonald read the following statement:

**“There will now be a Closed Council Meeting which will be held in camera following this Regular Meeting. The in camera meeting is closed in accordance with Section 90 of the Community Charter.**

**MOTION R11/458**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THEREFORE BE IT RESOLVED THAT**, in accordance with section 90 of the *Community Charter*, this Council Meeting will now be closed to the public at this time in order that Council may give consideration to matters in accordance with section 90.1.a/b/c of the Community Charter to discuss legal and personnel issues.

**CARRIED**

## **12. ADJOURNMENT.**

**13.1 – Adjournment:**

**MOTION R11/459**

**MOVED and SECONDED**

**THEREFORE, BE IT RESOLVED THAT** the Regular Meeting of Council of January 19, 2011 be adjourned.

**CARRIED**

The Regular Meeting of Council was adjourned at 7: 50 pm.

---

Mayor John MacDonald

---

Colum Mc Cready, CAO