



**VILLAGE OF SAYWARD
MINUTES
REGULAR COUNCIL MEETING
March 16, 2011 – 7:00 PM
Kelsey Recreation Centre,
652a H’Kusam Way**

Mayor absent

1. CALL TO ORDER.

2. PUBLIC INPUT (maximum 30 minutes).

2.1 – Public Input:

Mayor: “Public Input is for the purpose of permitting people in the gallery to provide input and shall be no longer than 30 minutes unless approved by majority vote of council; each speaker may provide respectful comment on any topic they deem appropriate and not necessarily on the topics on the Agenda of the meeting; the public input opportunity is meant for input and questions and answers. Each speaker may not speak longer than 2 minutes but may have a second opportunity if time permits. Each speaker must not be allowed to speak regarding a bylaw in respect of which a public hearing has been held. For the record please state your name and address.”

3. INTRODUCTION OF LATE ITEMS.

4. APPROVAL OF AGENDA.

Recommended Resolution:

Therefore be it resolved that the Agenda for the Regular Meeting of Council for March 16, 2011 be approved.

5. MINUTES OF PREVIOUS REGULAR MEETING.

Recommended resolution:

Therefore be it resolved that the Minutes of the Regular Meeting of Council held on March 2, 2011, be received

Recommended resolution:

Therefore be it resolved that the Minutes of the Regular Meeting of Council held on March 2, 2011, be adopted with one correction:

6. PETITIONS AND DELEGATIONS. None

7. CORRESPONDENCE.

Recommended Resolution: Therefore be it resolved that all correspondence be received.

7.1 –Letters, emails etc.

- Circular from UBCM: Two-Phase Campfire Prohibition (4 pages);
- Circular from BC Hydro: Community Relations Update;
- Email from UBCM which is a Circular forwarded from FCM on the topic of the Municipal Partners for Economic Development program.
- Email from Ministry of Local Government Infrastructure confirming that approval has been received for an extension to the Towns for Tomorrow Infrastructure Stimulus Fund Project (Sewage Lagoon upgrade). This refers to the extension and not approval (yet) to begin the work.

Recommended Resolution: therefore be it resolved that all correspondence be accepted.

8. COMMITTEE REPORTS AND STAFF REPORTS.

Recommended Resolution: Therefore be it resolved that all Committee reports be received

8.1 MIFLAG: Councillor’s Croteau/Kirschner

8.2 Harbour Authority: Councillor’s Kirschner/Croteau

8.3 Sayward Futures Society: Councillor’s Croteau

8.4 Vancouver Island Regional Library: Deputy Mayor Coates/Braybrook

8.5 Regional District: Mayor MacDonald/ Deputy Mayor Coates

8.6 Mayor’s Report:

Recommended Resolution: Therefore be it resolved that the Mayor’s Reports be received.

Recommended Resolution: Therefore be it resolved that the Mayor’s Reports be accepted.

8.7: Tourism Task Force:

Recommended Resolution: Therefore be it resolved that the Tourism Task Force Report be received

Recommended Resolution: Therefore be it resolved that the Tourism Task Force Report be accepted

Recommended Resolution: Therefore be it resolved that all Committee Reports be accepted.

8.7 Staff Reports: CAO Report (attached)

Recommended Resolution: Therefore be it resolved that the CAO report be received.

Recommended Resolution: Therefore be it resolved that the CAO report be accepted.

Recommended Resolution: Therefore be it resolved that the Recreation Coordinator’s Report be received.

Recommended Resolution: Therefore be it resolved that the Recreation Coordinator’s Report be accepted.

8.7.1: Requests for Decisions (RFD).

RFD: A: Sale of Recreation Centre Surplus Tables and Chairs.

Recommended Resolution: Therefore be it resolved that the CAO's verbal report on the sale of surplus tables and chairs be received.

Recommended Resolution: Therefore be it resolved that the CAO advertise the sale of the surplus tables as follows: 12 tables in good condition at \$10.00 per table and 10 tables needing minor repairs at \$5.00 per table. Also, the sale of 102 chairs at \$3.00 per chair. Council also directs that the revenue from the sale of the tables and chairs be added to programming revenue for use at future special events.

RFD: B: Financial Information

Recommended Resolution: Therefore be it resolved that RFD 8.7.1.A (Financial Information) be received.

Recommended Resolution: Therefore be it resolved that the RFD 8.7.1.A (Financial Information) be accepted.

9. UNFINISHED BUSINESS.

Recommended Resolution: Therefore be it resolved that Council receives the verbal updated reports from the CAO on all unfinished business.

9.1: Development Permits

9.2: Engineering Design Standards

9.3: Road Repairs

9.4: New Village Office location

9.5: Primary Healthcare Clinic

9.6: Meeting with MLA John Duncan, MP

9.7: Advertisement for Fire Chief and Public Works Foreman

9.8: Siding for the Kelsey Recreation Centre. (Resolution required)

Recommended Resolution: Therefore be it resolved that the verbal updates from the CAO be accepted.

10. NEW BUSINESS.

10.1 Updating the ASYST Financial Information software to calculate Accounts Receivable (Property taxes), payroll and personnel accruals.

Recommended Resolution: Therefore be it resolved that Council receives a verbal report on Updating the ASYST Financial Information software to calculate Accounts Receivable (Property taxes), payroll and personnel accruals.

Recommended Resolution: Therefore be it resolved that Council accepts receives a verbal report on Updating the ASYST Financial Information software to calculate Accounts Receivable (Property taxes), payroll and personnel accruals and directs the CAO to make arrangements to obtain a quote and update the ASYST program in accordance with Procurement Policy 08-03.

10.2: Transfer the sum of \$4,094.52 minus expense to the Fire Department Budget GL: 07-0190 (Miscellaneous Revenue) from the sale of the Fire Rescue Truck which was sold at Jefferson's Auctions in February. A brief report by the CAO.

Recommended Resolution: Therefore be it resolved that the CAO report on the sale of the Fire Rescue Truck last February be received.

Recommended Resolution: Therefore be it resolved that Council approves the transfer of the sum of \$4,094.52 to the Fire Department Budget GL: 07-0190 (Miscellaneous Revenue) from the sale of the Fire Rescue Truck which was sold at Jefferson's Auctions in February, 2011.

11. BYLAWS

Recommended Resolution: Therefore be it resolved that that a draft of a "No-Idling Bylaw" be received for review.

Recommended Resolution: Therefore be it resolved that Council reviews the No-Idling Bylaw document and responds with feedback at the next Regular Council Meeting on April 6, 2011.

12. PUBLIC QUESTION PERIOD (maximum 15 minutes).

12.1 – Public Question Period:

Mayor: "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."

13. Preparing to go in-camera:

Recommended Resolution: Therefore be it resolved that in accordance with section 92 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.subsections d and g. of the Community Charter:

(d) The security of the property of the municipality;

(g) Litigation or potential litigation affecting the municipality;

14. Adjournment:

Recommended Resolution: Therefore be it resolved that the Regular Council Meeting of March 2, 2011 be adjourned.

The meeting adjourned at 7:40 pm.