



**VILLAGE OF SAYWARD  
MINUTES  
REGULAR COUNCIL MEETING  
April 6, 2011 – 7:00 PM  
Kelsey Recreation Centre,  
652a H'Kusam Way**

**Present:** Mayor Macdonald  
Deputy Mayor Debbie Coates  
Councillor Rosemary Croteau  
Councillor Norman Kirschner  
Councillor Alan Braybrook

**Clerk:** Joan Elford

**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."

There was no public input.

**3. Introduction of Late Items.**

**4. APPROVAL OF AGENDA.**

**Motion: 11/644**

**Proposed and Seconded**

**Therefore be it resolved that** the Agenda for the Regular Meeting of Council for March 16, 2011 be approved with the addition of three items: An issues relating to the Abandoned Cats Group; Shredding municipal documents and complaints about long response times taken by TELUS to deal with customer service enquiries.

**Carried**

## 5. MINUTES OF PREVIOUS REGULAR MEETING.

**Motion: 1/645**

**Proposed and Seconded**

**Therefore be it resolved that** the Minutes of the Regular Meeting of Council held on March 16, 2011, be received

*Carried*

**Motion: 1/646**

**Proposed and Seconded**

**Therefore be it resolved that** the Minutes of the Regular Meeting of Council held on March 16, 2011, be adopted.

*Carried*

**6. PETITIONS AND DELEGATIONS.** There was a presentation by Elizabeth Greensize representing the Sayward Abandoned Cats Group Society. Elizabeth explained that the Group had applied for recognition as a Society and she spoke about their mission, aims, objectives and the possibility of setting up a newsletter. She said that their policy is to catch, neuter and return the cats to their owners or to the wild. Her purpose in this evening was to seek a donation of “small space” from the Village which might have hydro. She said that the space could be used to erect a shelter for abandoned cats but she was also seeking assistance from Council on purchasing animal traps.

## 7. CORRESPONDENCE.

**Motion: 11/647**

**Proposed and Seconded**

**Therefore be it resolved that** all correspondence be received.

*Carried*

**Motion: 11/648**

**Proposed and Seconded**

**Therefore be it resolved that** Council supports a tanker ban for BC’s North and Central Coast proposed by the Living Oceans Society (Sointula) and Council does not support the Northern Gateway Pipeline’s project which may result in bringing crude oil tankers to BC’s coast for the first time.

*Carried*

### 7.1 –Letters, emails etc.

- Letter from the Red Cross on their new location at Firehall #2.
- Email from Ministry of Finance on Small Communities Grant.
- Fax from BC Cancer Agency regarding mammography schedule.
- Email from SRD; recycling bins to be removed from Tyee Plaza.
- Tourism Campbell River: Go-Alberta Campaign (action item)
- Letter from Claire Travena regarding meeting with Minister of Natural Resource Options regarding proposed falling operations in Newcastle Creek
- Letter from Comox Strathcona Regional Hospital District regarding the official naming Sayward Primary Healthcare Clinic
- Email update from Patrick Nelson Marshall on the latest developments with the Coastal Community Network
- Email from Brian Reardon regarding the agenda for a meeting of regional CAO’s to be held in Strathcona Regional District’s offices.
- BC Assessment Tax Levy notification received
- Circular on Legacy Park Benches
- Circular: UBCM: Provincial Mobilization Plan for Emergency

- Email from the Living Oceans Society based in Sointula asking if the Village had a official position on a tanker ban for B.C.'s North and Central Coast and/or the Enbridge Northern Gateway Pipelines project.
- Minutes from the Newcastle Creek Watershed Meeting concerning the proposed logging above Newcastle Dam in the Fall of 2011.

**Motion: 11/649**

**Therefore be it resolved that** all correspondence be accepted.

**Carried**

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

Note: Committee and staff reports are not read out at this meeting but on the second regular meeting of the month.

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

Mayor: asked that four members of Council will be attending a meeting with the Honourable Minister Lake meeting and that the regular Council meeting will be changed to April 21. Mayor MacDonald, Councillors Kirshner, Braybrook and Croteau will attend.

**Motion 11/650**

**Proposed and Seconded**

**Therefore be it resolved that** the CAO report be received.

**Carried**

**Motion 11/651**

**Proposed and Seconded**

**Therefore be it resolved that** the CAO report be accepted.

**Carried**

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

**RFD: A: Appointment of Fire Chief.**

**Motion 11/652**

**Proposed and Seconded**

**Therefore be it resolved that** the CAO's verbal report on the appointment of the Village's Fire Chief be received.

**Carried**

**Motion 11/653**

**Proposed and Seconded**

**Therefore be it resolved that** Council approves the appointment of John Hanson as Fire Chief as recommended by the CAO and directs the CAO to solicit the recommendations of the new Fire Chief to appoint a deputy Fire Chief who will take charge of the Fire Department in the Fire Chief's absence.

**Carried**

**Motion 11/654**

**Proposed and Seconded**

**Therefore be it resolved that** letter of congratulations be sent to Fire Chief Hanson.

**Carried**

**RFD: B: Review and Approval of an upgrade to the ASYST financial software system.**

**Motion 11/655**

**Proposed and Seconded**

**Therefore be it resolved that** RFD B, is received.

**Carried**

**Motion 11/656**

**Proposed and Seconded**

**Therefore be it resolved that** Council approves purchasing new modules in Project Accounting, Cash Control, Accounts Receivable and Fixed Assets for a total of \$2,380.00 in 2011 and \$3,945.00 in each subsequent year for use in the entire ASYST Financial software system. The funding for this will be transferred from general operating surplus reserves which is currently \$470,140.88.

**Carried**

**R.F.D. C: Renewal of Share Shed Agreement**

**Motion 11/657**

**Proposed and Seconded**

**Therefore be it resolved that** RFD C, is received.

**Carried**

**Motion 11/658**

**Proposed and Seconded**

**Therefore be it resolved that** Council tabled Request for Decision C that the Royal Canadian Legion 147 as the operator of the Share Shed for a term of twelve months ending on April 5, 2012 with a one year renewable option, pending receipt of more information.

**Carried**

Note; Financial Information will be presented at the next regular meeting.

**R.F.D.D: Purchase or Lease of a Vehicle to operate on M-Branch**

**Motion 11/659**

**Proposed and Seconded**

**Therefore be it resolved that** Request for Decision D, is received.

**Carried**

**Motion 11/660**

**Proposed and Seconded**

**Therefore be it resolved that** Council table Request for Decision D and directs the CAO to investigate the cost of purchasing another one-ton truck to replace the existing Public Works pick-up truck and to investigate the cost of purchasing a used ATV for travelling to Culvert 46 on M-Branch logging road to take water samples from Newcastle Creek.

## 9. UNFINISHED BUSINESS.

### Motion 11/661

#### Proposed and Seconded

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

Carried

9.1: Road Repairs – approval of a proposal from Highland Engineering for resurfacing

9.4: Primary Healthcare Clinic

9.6: Public Works Foreman

9.8: Siding for the Kelsey Recreation Centre.

9.9: Village Truck

9.10: Water Metering for Western Forest Products

### Motion 11/662

#### Proposed and Seconded

**Therefore be it resolved that** the verbal updates from the CAO be accepted.

Carried

## 10. NEW BUSINESS.

Note: Council noted that the subject of purchasing a truck has been already addressed in Motion 11/660 and needed no further discussion.

### 10.1: Space for a Cat Shelter at the Public Works Yard.

#### Motion 11/663

#### Proposed and Seconded

**Therefore be it resolved that** the request for providing a space in the Public Works yard for a cat shelter be tabled until the Abandoned Cats Group becomes a recognized non-profit society.

Carried

### Motion 11/664

#### Proposed and Seconded

**Therefore be it resolved that** the CAO will arrange to have documents in the former Village Office which were identified as more than seven years outdated be shredded by a contractor.

Carried

### 10.3: Water Metering for the Log Sort

#### Motion 11/665

#### Proposed and Seconded

**Therefore be it resolved that** the CAO's verbal report on water metering at the Log Sort be received.

Carried

### Motion 11/666

#### Proposed and Seconded

**Therefore be it resolved that** the CAO further research feasibility of water metering at Log Sort and report recommendations to Council.

Carried

## 11. BYLAWS

### 11.1: "No Idling" Bylaw

**Motion 11/667**

**Proposed and Seconded**

**Therefore be it resolved that** that a draft of a “No-Idling Bylaw” be received.

**Carried**

**Motion 11/668**

**Proposed and Seconded**

**Therefore be it resolved that** Weather Exemption clause be stricken from the proposed Bylaw.

**Carried**

**Motion 11/669**

**Proposed and Seconded**

**Therefore be it resolved that** the “no Idling” bylaw is given a First Reading.

**Carried**

**11.2 Property Maintenance Bylaw 384**

**Motion 11/670**

**Proposed and Seconded**

**Therefore be it resolved that** a verbal report by the CAO the Bylaw 384 be received for review.

**Carried**

**Motion 11/671**

**Proposed and Seconded**

**Therefore be it resolved that** the CAO bring forward amendments to Bylaw 384 for consideration by Council.

**Carried**

**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.”

Bryanne Stacey asked general questions regarding the No Idling Bylaw and indicated that she was satisfied with the replies she received from the CAO and Council.

**13. Preparing to go in-camera:**

**Motion 11/672**

**Proposed and Seconded**

**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 of the Community Charter:

(d) The security of the property of the municipality

**Carried**

Created with

**14. Adjournment:**

**Motion 11/673**

**Proposed and Seconded**

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

**Carried**

The meeting adjourned at 8:34 pm.

SIGNED AND SEALED

---

Mayor: John Macdonald

---

CAO: Colum Mc Cready