VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
JANUARY 16, 2024
COUNCIL CHAMBERS

The Village of Sayward respectfully acknowledges that the land we gather on is on the unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

Council:

Deputy Mayor Tom Tinsley
Mayor Mark Baker (via TEAMS)
Councillor Scott Burchett
Councillor Kohen Gilkin
Councillor Sue Poulsen (via TEAMS)

Staff:

Keir Gervais, CAO/Corporate Officer

1. **Call to Order**

   Meeting was called to order at 7:00 pm.

2. **Public Input**

   a) Janet Bruce of 410 Macmillan Dr.: Asked about the status of the OCP and the 2024 budget. *CAO indicated the OCP is still being worked on, and that Committee of the Whole meeting dates will be presented to Council for consideration later this week.*

   b) Janet Bruce of 261 Macmillan Dr.: Commented about legal matters she's hearing about and asked who is paying Mayor Baker's legal fees. *Deputy Mayor Tinsley indicated that such matters are going through the proper process and information will be released to the public in due time.*

   c) Melina Gradisar of 261 Ambleside Dr.: Asked about why the microphone is not picking up everyone that speaks into it. *CAO indicated he would follow-up with the audio system supplier regarding the technical issues.*

   d) Lee Ettinger of 220 Sayward Heights: Asked Council to have the Fireworks Bylaw posted on the Village website, and that Council remind the RCMP about their duty to enforce Village bylaws. *CAO indicated the Fireworks Bylaw can be posted on the Village website, and that he would follow-up with the RCMP.*

e) Carmen of 230 Ambleside Rd.: Asked about the savings resulting from the new street light bulbs. *Mayor Baker indicated that BC Hydro imposed the changeover to LED lighting upon the Village.*

f) Melina Gradisar of 261 Ambleside Dr.: Asked about what is happening with the chickens. *Deputy Mayor Tinlsey indicated that miscellaneous Village business has delayed the matter of backyard chickens from being further reported on by staff.*

3. Introduction of Late Items

a) Cllr Burchett requested the merits of a policy RE: providing the public virtual access to Council meetings to be added to the agenda – added as 15. a)

CARRIED

4. Approval of Agenda

MOTION R24/1
MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for January 16, 2024, be approved as amended.

Opposed Cllr Burchett **CARRIED**

5. Minutes of Previous Meetings - None

MOTION R24/2
MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on October 3, 2023, be deferred to the February 6, 2024 Regular Council Meeting Agenda.

THAT the minutes from the Special Council meeting held on October 24, 2023, be deferred to the February 6, 2024 Regular Council Meeting Agenda.

THAT the minutes from the Special Council meeting held on November 7, 2023, be deferred to the February 6, 2024 Regular Council Meeting Agenda.

THAT the minutes from the Regular Council meeting held on December 5, 2023, be deferred to the February 6, 2024 Regular Council Meeting Agenda.

CARRIED

Mayor Baker called a recess of the Regular Council Meeting at 7:34 PM and reconvened at 7:48 PM without Councillor Burchett in attendance.

6. Petitions and Delegation

MOTION R24/3
MOVED AND SECONDED

THAT Council invite Alex Turner to a Committee of the Whole Meeting in March 2024.

CARRIED

7. Correspondence

a) Request for Support, from Sayward Community Food Table Society.

b) Vancouver Island Regional Library RE: 2024 Board Appointments

c) Letter from Ravi Kahlon, Minister of Housing RE New legislation to support government housing initiatives

d) MOWI, A Responsible Plan to Transition Salmon Farming in BC

e) Canada Community-Building Fund BC / UBCM, Canada Community-Building Fund: Second Community Works Fund Payment for 2023/2024

f) Joyce Ellis, Sayward Tour de Rock Secretary/Treasurer RE: Thank you for Donation

g) Ombudsperson, British Columbia RE: Office of the Ombundsperson Quarterly Report: July 1 – September 30, 2023

h) Jason Johnson, Sayward Futures Society RE: Debut of Kusam Klimb Video - Request to use Kelsey Centre gymnasium and for forgiveness of associated user fees

i) Connected Coast Communications, RE: Connected Coast Project 2023 Year in Review

MOTION R24/4
MOVED AND SECONDED

THAT correspondence b), c), d), e), f), g), i) be received.

CARRIED

Councillor Poulsen left the Regular Council Meeting at 8:01 PM, declaring a conflict of interest as she is a Board Member of the Sayward Community Food Table Society.

MOTION R24/5
MOVED AND SECONDED
THAT correspondence a) be received; and,

THAT Council direct staff be directed to contact Sayward Community Food Table Society and request further information about what the grant funding will be used for.

CARRIED

Councillor Poulsen returned to the Regular Council Meeting at 8:06 PM.

MOTION R24/6
MOVED AND SECONDED
THAT correspondence h) be received; and,

THAT staff be directed to work with Sayward Futures Society towards the use of Kelsey Centre for the showing of the Bill's Trail – the Kusum Klimb story video presentation.

CARRIED

8. Council Reports - None

9. Reports of Committees - None

10. Mayor's Report - None

11. Unfinished Business

MOTION R24/7
MOVED AND SECONDED
THAT Council receives the Lightening Detection Equipment Agreement staff report for information and discussion.

THAT Council approves the Licence of Occupation agreement between the Village of Sayward and the Minister of Environment; and,

THAT the Mayor and Corporate Officer be authorized to execute the agreement.

Opposed Cllr Poulsen **CARRIED**

12. Staff Reports

MOTION R24/8
MOVED AND SECONDED
THAT Council receive the Regional Grant Opportunity – UBCM Emergency Support Services staff report for information and discussion; and,

THAT as part of the Village of Sayward's ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2024 Emergency Support Services grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District (SRD); and,

That the Village of Sayward agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

CARRIED

MOTION R24/9
MOVED AND SECONDED
THAT the report from the Chief Administrative Officer be received; and,

THAT as part of the Village of Sayward's ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2024 Emergency Operation Centre grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District (SRD); and,

THAT the Village of Sayward agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

CARRIED

MOTION R24/10
MOVED AND SECONDED

THAT Council receive the Public Sector Accounting Board Standard on Asset Retirement Obligations and Proposed Asset Retirement Obligation Policy staff report for information and discussion; and,

THAT Council adopts the Asset Retirement Obligation Policy as presented.

CARRIED

MOTION R24/11
MOVED AND SECONDED
THAT Council receives the Grant Applications – Approved Funding staff report for information and discussion.

THAT the 2023-2027 Financial Plan be amended to incorporate $123,600 from the Community to Community (C2C) Program Grant, and $10,000 from the UBCM Community to Community (C2C) Program grant, to fund the projects identified in the December 19, 2023 report from the CAO.

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports

MOTION R24/12
MOVED AND SECONDED
THAT Council receive the Kelsey Recreation Centre - November 2023 staff report for information and discussion.

CARRIED

MOTION R24/13
MOVED AND SECONDED
THAT Council receive the Kelsey Recreation Centre - December 2023 staff report for information and discussion.

CARRIED

14. Bylaws

MOTION R24/14
MOVED AND SECONDED
THAT Five Year Financial Plan Amendment Bylaw No. 505, 2023 be given first, second and third reading.

CARRIED

15. New Business

MOTION R24/15
MOVED AND SECONDED
THAT no later than twelve months from now, Council reconsider providing TEAMS links to the public.

Opposed Cllr Poulsen **CARRIED**

16. Public Question Period

a) Lee Ettinger of 220 Sayward Heights: Referred to the Kelsey Centre staff reports which detail greater usership of Kelsey Centre Sayward Valley (Area A) users versus Village users and asked when Village residents will be provided a discount or tax break as they are about the status of the OCP and the 2024 budget. *Mayor Baker referred to the recent AAP (Alternative Approval Process) RE: loan authorization for re-development of Strathcona Gardens, indicating that neither the Village or the Valley (Area A) supports being contributors to the Strathcona Gardens; however, this is an opportunity that the Valley should be supporting the Kelsey Centre, which is in the works.*

b) David Melinski of 431 Macmillan Dr.: Commented that he has been listening to the issues regarding our TEAMS broadcasting of the Council meetings, and suggested he may have a technical solution and that he would be willing to communicate with staff and determine whether we have the licensing to allow this solution. *Deputy Mayor noted that the CAO had noted the comment and possible opportunity.*

c) Lee Ettinger of 220 Sayward Heights: *Referred to the recent AAP (Alternative Approval Process) RE: loan authorization for re-development of Strathcona Gardens that recently wrapped up and asked when we [residents] will hear about the results and asked when they [SRD Area A] will be pressed to become [financial] contributors to the Kelsey Centre. Deputy Mayor Tinsley responded, indicating his understanding that the Village will not be paying towards Strathcona Gardens, and stated that Council and staff are working towards financial solutions for the Kelsey Centre and that this work takes time. Mayor Baker added that the reports RE: the recent AAP (Alternative Approval Process) RE: loan authorization for re-development of Strathcona Gardens should be before the SRD Board in May.*

17. In Camera

MOTION R24/16
MOVED AND SECONDED

THAT in accordance with Section 92 of the *Community Charter,* this Council meeting will be closed to the public at this time in order that Council may give consideration to matters in accordance with the following sections of the *Community Charter*:

- Section 90(1)(c) labor relations or other employee relations,
- Section 90(1)(g) Litigation or potential litigation impacting the local government; and,
- Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

18. Rise & Report

MOTION IC24/2
MOVED AND SECONDED

THAT Council receive the Approving Officer's staff report - Van Brocklin Rezoning – 2012 for information and discussion; and,

THAT Council instruct staff to correct the current OCP Map that shows that portion of the parcel described as "the part of East 10 Chains of the East ½ of the NW ¼ of Sec. 30, TP3, Sayward District, Except Those Parts in Plans 280 RW and 1240R" lying to the south of Sayward Road to recognize that Council changed the OCP designation of this land to "Residential" in 2012; and,

THAT Council and staff consider the implications of the R-1 zoning of the above noted parcel on Council's consideration of the revised OCP document currently in progress.

CARRIED

19. Adjournment

The meeting was adjourned at 11:13 PM

Original Signed

Mayor

Original Signed

CAO/Corporate Officer