



**VILLAGE OF SAYWARD  
MINUTES  
REGULAR COUNCIL MEETING  
JANUARY 5, 2021  
RESCHEDULED TO JANUARY 7, 2021  
TEAMS Electronic Meeting**

**Present:** Mayor Mark Baker  
Councillor Norm Kirschner  
Councillor Sue Poulsen  
Councillor Tom Tinsley

**Excused:** Councillor Wes Cragg (absent due to illness)

**In Attendance:** Ann MacDonald, CAO  
Lisa Clark, CFO  
Melissa Coates, Finance/Admin Clerk

**1. Call to Order**

Meeting was called to order at 7:02 PM.

**2. Public Input**

**MOTION R21/1**

**MOVED AND SECONDED**

THAT the Public Input section be moved to the end of the meeting after Public Question Period.

**CARRIED**

**3. Introduction of Late Items**

**MOTION R21/2**

**MOVED AND SECONDED**

THAT the late addition of three letters from the public be accepted.

**CARRIED**

**4. Approval of Agenda**

**MOTION R21/3**

**MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for January 7, 2021 be approved as amended.

**CARRIED**

**5. Minutes of Previous Meetings**

**MOTION R21/4  
MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on December 15, 2020 be adopted.

**CARRIED**

**6. Petitions and Delegations – None**

**7. Correspondence**

- a) **2020 CEPF: Emergency Support Services (Sayward Modernization and ESS Communication Capacity Enhancement, UBCM, December 21, 2020)**

**MOTION R21/5  
MOVED AND SECONDED**

THAT the Community Emergency Preparedness Fund correspondence from UBCM dated December 21, 2020 be received.

**CARRIED**

- b) **Association of Vancouver Island and Coastal Communities 2021 Call for Resolutions – February 26, Deadline**

**MOTION R21/6  
MOVED AND SECONDED**

THAT the Association of Vancouver Island and Coastal Communities 2021 Call for Resolutions be received.

**CARRIED**

**8. Council Reports**

- c) **Councillor Cragg – Notice of three resolutions to Association of Vancouver Island and Coastal Communities (AVICC)**

**MOTION R21/7  
MOVED AND SECONDED**

THAT Council refer this matter to the next Council meeting on January 19, 2021 for discussion.

**CARRIED**

**9. Reports of Committees - None**

**10. Mayor's Report**

The Mayor provided a verbal report on his meeting with the RCMP. RCMP will be providing monthly reports to Council. The Mayor discussed his role in working with the North Island Mayors to express concern to both federal and provincial agencies and governments as to the negative economic impacts on North Island communities with the closing of the Fish Farms in the North Island.

**MOTION R21/8  
MOVED AND SECONDED**

THAT the verbal report from the Mayor be received.

**CARRIED**

**11. Unfinished Business – None**

**12. Staff Reports**

a) **Staff Report: Salmon and White River Flood Hazard Mapping**

**MOTION R21/9**

**MOVED AND SECONDED**

THAT Council receive the Salmon and White River Flood Hazard Mapping report, and;

THAT Council enter a contract with McElhanney to complete the Salmon and White River Flood Hazard Mapping for a sum of \$157,479.00 in accordance with the proposal submitted to the Village of Sayward dated November 26, 2020.

**CARRIED**

b) **Staff Report: Canada-British Columbia Investing in Canada Infrastructure Program COVID-19 Resilience Infrastructure Stream - Grant application and proposed investments**

**MOTION R21/10**

**MOVED AND SECONDED**

THAT Council receives the Canada-British Columbia Investing in Canada Infrastructure Program COVID-19 Resilience Infrastructure Stream - Grant application and proposed investments report, and;

THAT the Village of Sayward apply to the Canada-British Columbia Investing in Canada Infrastructure Program COVID-19 Resilience Infrastructure Stream Grant by January 11, 2020, and;

THAT the Village of Sayward approve procurement of Hazmat gear and dock reconstruction if funding under the Canada-British Columbia Investing in Canada Infrastructure Program COVID-19 Resilience Infrastructure Stream is approved.

FINALLY, THAT Staff proceed with acquisition of the items listed in Table 1 of the January 5, 2021 staff report using COVID -19 Safe Restart Grant funding for Local Governments.

**CARRIED**

c) **Staff Report: National Disaster Mitigation Program – Proposed investments**

**MOTION R21/11**

**MOVED AND SECONDED**

THAT Council receive the National Disaster Mitigation Program - Grant application and proposed investments report, and;

THAT the Village of Sayward approve application for funding under the National Mitigation Disaster Fund that closes January 11, 2021 and;

FINALLY THAT \$158,513 be returned to General Surplus and \$50,000 be returned to Water Surplus upon receipt of funds obtained by way of an approved grant application.

**CARRIED**

- d) **Staff Report: Northwest Hydraulic Change Orders 1-10 Newcastle Dam Deconstruction**  
**MOTION R21/12**  
**MOVED AND SECONDED**

THAT Council receive the Northwest Hydraulic Consultants Change Orders 1-10 and Dam Deconstruction Weir Construction Schedule report, and;

THAT Council approve the ten change orders dated October 31, 2020 from Northwest Hydraulic regarding the Newcastle Creek Raw Water Supply Contract 3003082.

**CARRIED**

- e) **Staff Report: COVID-19 Safe Restart Grants for Local Governments**  
**MOTION R21/13**  
**MOVED AND SECONDED**

THAT Council receives the COVID -19 Safe Restart Grants for Local Governments– Proposed expenditures report, and;

THAT Council defer this matter to the Committee of the Whole meeting scheduled for January 12, 2021

**CARRIED**

**13. Bylaws - None**

**14. New Business**

The CAO provided a verbal report on Highland Engineering’s recent visit to the community and the meeting between herself, the Mayor and Public Works. The engineering team reviewed the drainage system in the community and has committed to provide a proposal for Council to review at a future Council meeting.

**MOTION R21/14**  
**MOVED AND SECONDED**

THAT the verbal report from the CAO be received.

**CARRIED**

**15. Public Question Period (maximum 15 minutes)**

**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.” Given the meeting is being held electronically, any questions will have to be submitted in writing in advance of meeting adjournment.

**16. In-Camera**

**MOTION R21/15**  
**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 Section 90 (1) (c) of the Community Charter to discuss labour relations; (e) of the Community Charter to address the acquisition, disposition, or expropriation of land or improvements; and (k) discussion respecting the proposed provision of a municipal service that is in a preliminary stage.

**CARRIED**

**17. Adjournment**

**MOTION R21/16**

**MOVED AND SECONDED**

THAT the Regular Meeting of Council for January 5, 2021 be adjourned.

**CARRIED**

**The meeting was adjourned at 9:15 PM.**

Original signed by "M.Baker"

**Mayor**

Original signed by "A. MacDonald"

**Corporate Officer**