



**VILLAGE OF SAYWARD  
MINUTES  
REGULAR COUNCIL MEETING  
May 21, 2019 – 7:00 PM  
KELSEY CENTRE GYMNASIUM**

**Present:** Mayor John MacDonald  
Councillor Joyce Ellis  
Councillor Bill Ives  
Councillor Wes Cragg

**Absent:** Councillor Norm Kirschner (authorized)

**In Attendance:** Lisa Clark, Chief Financial Officer

**1. Call to Order**

Meeting was called to order at 7:00 PM.

**2. Petitions and Delegations**

- a) Mayor Leslie Baird & Deputy CAO Michelle Mason, Village of Cumberland – Social Procurement

**MOTION R19/145  
MOVED AND SECONDED**

That the presentation by Mayor Leslie Baird & Deputy CAO Michelle Mason be received.

**CARRIED**

**3. Public Input (maximum 30 minutes)**

Jackie Lyons	In regard to the Rise & Report section on the May 7 <sup>th</sup> meeting Minutes, we (The Lyons) do not have a quarrel with the Village, but only with the CAO and would like to request that the motion be amended.	Mayor – this will be amended.
Debbie Coates	I would like to thank the Village for putting out all the Facebook updates about the forest fire, and a special thank you to John, Bill and Lisa, your work is not going unnoticed!	

**4. Approval of Agenda**

**MOTION R19/146  
MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for May 21, 2019 be approved as amended.

**CARRIED**

**5. Minutes of Previous Meetings**

**MOTION R19/147  
MOVED AND SECONDED**

THAT the minutes from the Special Meeting of Council held on April 23, 2019 be adopted as amended.

**CARRIED**

**MOTION R19/148  
MOVED AND SECONDED**

THAT the minutes from the Regular Meeting of Council held on May 7, 2019 be adopted as amended.

**CARRIED**

**6. Correspondence**

**MOTION R19/149  
MOVED AND SECONDED**

THAT the following correspondence be received.

**CARRIED**

- a) Sayward Futures Society – Canada Day 2019

**MOTION R19/150  
MOVED AND SECONDED**

THAT a letter be sent to Sayward Futures Society approving their request for a donation in kind for the items listed in their letter addressed to Mayor and Council dated May 6, 2019.

**CARRIED**

- b) Michelle Franze, BC Salmon Farmers Association – Invitation to Van Isle 360, June 3, 2019

- c) BC Rural Dividend program – sixth intake 2019-2020

**MOTION R19/151  
MOVED AND SECONDED**

THAT Council schedule a Committee of the Whole (COW) Meeting for June 5, 2019 at 10:00 am in the Kelsey Centre Multi-Purpose Room to discuss the sixth intake for the BC Rural Dividend program.

**CARRIED**

- d) UBCM 2019 Resolution – endorsement at AVICC Spring 2019 AGM

## 7. Council Reports

- a) Residential Backyard Burning Bylaw No. 272, 1995 – report prepared by Councillor Wes Cragg

**MOTION R19/152**  
**MOVED AND SECONDED**

THAT the report on residential backyard burning bylaw 272, 1995 prepared by Councillor Cragg be received.

**CARRIED**

**MOTION R19/153**  
**MOVED AND SECONDED**

THAT Council, in collaboration with the Sayward Fire Chief/Deputy Fire Chief, amend the Fire Burning by-law; and

THAT the Village of Sayward add provision in our burning bylaw 272 as follows:

- 1) New provision in bylaw to include a Recreational Backyard firepits, Special Occasion/Ceremonial Fires, Outdoor Cooking Stations, and wood fired Saunas & Hot Tubs each to have a separate and distinct permit process, which may be required to have measurements and current photographs showing placement of the apparatus and/or fire pit.
- 2) Backyard recreational fire pits would be yearly permits based on the calendar year with a cost of \$50.00 per year or part thereof.

**CARRIED**

## 8. Committee Member Reports – None

## 9. Mayor's Report

- a) BCCFA 2019 Conference

**MOTION R19/154**  
**MOVED AND SECONDED**

THAT the Mayor's report regarding the BCCFA 2019 Conference be received.

**CARRIED**

**MOTION R19/155**  
**MOVED AND SECONDED**

THAT Council approve Councillor Wes Cragg's attendance at the BCCFA 2019 Conference and AGM June 12-14, 2019 in Mission, BC.

**CARRIED**

- b) BC PNP Entrepreneur Immigration Workshop

**MOTION R19/156**  
**MOVED AND SECONDED**

THAT the Mayor's report regarding the BC PNP Entrepreneur Immigration Workshop be received.

**CARRIED**

**MOTION R19/157  
MOVED AND SECONDED**

THAT Council approve Councillor Bill Ives' attendance at the BC PNP Entrepreneur Immigration Workshop in Duncan, BC on June 11, 2019.

**CARRIED**

**MOTION R19/158  
MOVED AND SECONDED**

THAT Council invite a member from Sayward Futures Society to attend.

**CARRIED**

c) **CEPF 2018 Evacuation Route Planning Grant & RFP**

**MOTION R19/159  
MOVED AND SECONDED**

THAT the Mayor's report regarding the 2018 Evacuation Route Planning Grant & RFP be received.

**CARRIED**

**MOTION R19/160  
MOVED AND SECONDED**

THAT the Mayor and EOC Director/Councillor Ives consult with Strathcona Regional District Protective Services Coordinator Shaun Koopman to issue an amended Request for Proposal to BC Bid for evacuation planning for the Village of Sayward.

**CARRIED**

**MOTION R19/161  
MOVED AND SECONDED**

THAT a follow up report be brought to Council after the RFP closing date.

**CARRIED**

d) **CEPF 2019 Emergency Operations Centres Grant & RFP**

**MOTION R19/162  
MOVED AND SECONDED**

THAT the Mayor's report regarding the 2019 Emergency Operations Centres Grant & RFP be received.

**CARRIED**

**MOTION R19/163  
MOVED AND SECONDED**

THAT the Mayor, EOC Director/Councillor Ives and the CFO liaise with Protective Services Coordinator Shaun Koopman regarding evacuation training and radio communications enhancement.

**CARRIED**

**MOTION R19/164**

**MOVED AND SECONDED**

THAT if an RFP is required to be competed a report be brought back to Council for approval prior to any tender being issued.

**CARRIED**

**10. Staff Reports**

**MOTION R19/165**

**MOVED AND SECONDED**

THAT the following Staff Reports be received.

**CARRIED**

- a) Forest Fire Report – Fire Chief John Hanson
- b) Permissive Tax Exemptions 2019 – CFO

**MOTION R19/166**

**MOVED AND SECONDED**

THAT Staff be directed to advertise the tax exemption process as outlined in the Permissive Tax Exemption Report.

**CARRIED**

**11. Old Business - None**

**12. Bylaws - None**

**13. Financial - None**

**14. New Business**

- a) Summer Office Hours – Verbal report from Mayor

**MOTION R19/167**

**MOVED AND SECONDED**

THAT the Village Office close at noon on Fridays effective June 14 to Aug 30, 2019.

**CARRIED**

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

Debbie Coates	Would like the village to consider a fire break above and behind MacMillan Drive.	Mayor – we will discuss this with Chief Hanson.
Gregory Sidoruk	1.) Parking issue on Spar St., what is the status? 2.) When can someone in the Village have a fire? 3.) Is the Village in the business of growing dandelions? The field at the park is causing dandelion seeds to blow into my yard and then I have to deal with them.	1.) Mayor – a ticketing bylaw that will address these issues will be brought to Council within the next 2 months. 2.) Chief Hanson – the way the bylaw is written, property owners can have a fire if it is for cooking and within a certain size. Slash burning is not allowed, however some rural lots within the municipal boundaries have been given

		an exemption and have been issued burning permits.
Jackie Lyons	Is the Village going to be putting benches in the viewing platforms on the new waterfront trail? Also, the totem poles/carvings sitting in the public works yard, do they belong to the Village and where are they going?	Mayor – the structures along the waterfront trail are interpretive centers and will have information boards soon. Contributors will be Western Forest Products, the Komox First Nation, and others.

**16. In-Camera - 8:40 PM**

**MOTION R19/168  
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 or other employee relations.

**CARRIED**

**17. Rise and Report – In-Camera Meeting held on May 7, 2019**

**MOTION R19/169  
MOVED AND SECONDED**

THAT Council Rise and Report on the Sayward Day Care presentation by Councillor Cragg at the next Regular Meeting of Council June 4, 2019.

**CARRIED**

**MOTION R19/170  
MOVED AND SECONDED**

THAT Councillor Cragg collaborate with Sayward Futures Society on this project.

**CARRIED**

**18. Adjournment**

**MOTION R19/171  
MOVED AND SECONDED**

That the Regular Council Meeting of May 21, 2019 be adjourned.

**CARRIED**

**The meeting was adjourned at 9:07 PM.**

  
Mayor John MacDonal

  
Chief Administrative Officer