



**VILLAGE OF SAYWARD  
MINUTES  
REGULAR COUNCIL MEETING  
MARCH 17, 2020  
COUNCIL CHAMBERS**

**Present:** Acting Mayor Joyce Ellis  
Councillor Norm Kirschner  
Councillor Bill Ives  
Councillor Wes Cragg

**In Attendance:** Lisa Clark, CAO/CFO  
Mavis Alkenbrack, DAO/DFO

**1. Call to Order**

Meeting was called to order at 7:00 PM.

**2. Public Input**

|            |                                                                                     |                                                                               |
|------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| Mark Baker | Asked Council if any members will be running for Mayor in the upcoming by-election. | Cllr Ives indicated yes, Cllr Cragg no, Cllr Kirschner no, Cllr Ellis unsure. |
|------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|

**3. Introduction of Late Items**

**MOTION R20/66**

**MOVED AND SECONDED**

THAT the letter from Gilbert Papineau be added to the agenda under Correspondence as 7 b.)  
**CARRIED**

**4. Approval of Agenda**

**MOTION R20/67**

**MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for March 17, 2020 be approved as amended.

**CARRIED**

**5. Minutes of Previous Meetings**

**MOTION R20/68**

**MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on March 3, 2020 be adopted.

**CARRIED**

**6. Petitions and Delegations – None**

Note: Both scheduled Delegations were unable to attend the meeting and will attend at a later date.

**7. Correspondence**

**MOTION R20/69**

**MOVED AND SECONDED**

THAT the following correspondence be received:

- a) UBCM Resolutions Process Review
- b) Letter from Gilbert Papineau

**CARRIED**

Note: Cllr Wes Cragg spoke to Council and the gallery regarding the letter from Gilbert Papineau and indicated he would respond to him in writing.

**8. Council Reports – None**

**9. Reports of Committees – None**

**10. Mayor's Report – None**

**11. Unfinished Business – None**

**12. Staff Reports**

**a) Staff Report: Sayward Harbour Authority User Fees**

**MOTION R20/70**

**MOVED AND SECONDED**

THAT Council receive the Sayward Harbour Authority User Fees report for information and discussion, and;

THAT Council direct Staff to implement a user fee exemption application process for 2021.

**CARRIED**

**MOTION R20/71**

**MOVED AND SECONDED**

THAT Council authorizes a user fee exemption for the Sayward Harbour Authority for 2020.

Opposed Cllr Cragg **CARRIED**

**b) Staff Report: Financial Plan 2020-2024**

**MOTION R20/72**

**MOVED AND SECONDED**

THAT Council receive the Financial Plan 2020-2024 report for information and discussion.

**CARRIED**

**MOTION R20/73**

**MOVED AND SECONDED**

THAT Council approves the 2020-2024 Financial Plan.

**DEFEATED**

**c) Staff Report: By-Election 2020**

**MOTION R20/74**

**MOVED AND SECONDED**

THAT Council receive the By-Election 2020 report for information and discussion, and;

THAT Council authorizes Staff to hire a Chief Election Officer for the 2020 By-Election within the approved budget for contract labour for 2020.

**CARRIED**

### **13. Bylaws**

#### **a) Five Year Financial Plan 2020-2024 Bylaw No. 463, 2020**

**MOTION R20/75**

**MOVED AND SECONDED**

THAT Five Year Financial Plan 2020-2024 Bylaw No. 463, 2020 be deferred to a future meeting of Council.

**CARRIED**

### **14. New Business – None**

### **15. Public Question Period**

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                     |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mike Marsh      | Can Council meetings be set up to be held via teleconference?                                                                                                                                                                                                                                                                                                                                                  | Acting Mayor Ellis indicated the Council will look into holding meetings using this method.                                                                                                                                                         |
| Debbie Coates   | Asked Council whether or not they are concerned about the Financial Plan not being approved at this meeting, since future meetings have been cancelled indefinitely due to Covid-19.                                                                                                                                                                                                                           | Council indicated that they are concerned, and the financial plan will need to be revisited at a later date.                                                                                                                                        |
| Diane Mason     | Asked Council whether or not they have checked the legality of having a closed Council meeting to discuss the budget.                                                                                                                                                                                                                                                                                          | Acting Mayor Ellis indicated that the meeting will be open to the public and that alternate methods of joining the meeting will need to be considered.                                                                                              |
| Irene Callaghan | Asked Council about property taxes and in the light of Covid-19, will property tax payment deadlines be changed?                                                                                                                                                                                                                                                                                               | Acting Mayor Ellis indicated that the government is discussing this issue and there is a possibility property tax payment due dates will be changed, and penalties may be waived.                                                                   |
| Mark Baker      | Asked Council about a Reserve Bylaw and questioned why one hasn't been approved by Council, especially when looking at the Financial Plan.<br><br>Questioned whether Council is hiring a CAO and a CFO, or just one person to do both jobs. Indicated that the Village office needs to have two separate people, one doing the CAO job, and one doing the CFO position – Council cannot afford to not do this. | Cllr Ives indicated that Staff have not had time to prepare a Bylaw as there have been other priorities that need attention.<br><br>Acting Mayor Ellis indicated that Council is looking to hire one person to fill both the CAO and CFO positions. |

|             |                                                                                           |                                                                                                   |
|-------------|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| Diane Mason | Asked why the Delegations scheduled on the agenda were absent.                            | Staff and Council indicated that the delegations could not travel to the meeting due to Covid-19. |
| Mike Adama  | Asked Council who he should contact in the interim in regard to his proposed development. | Acting Mayor Ellis indicated to contact the CAO for now.                                          |

**16. In-Camera - None**

**17. Adjournment**

**MOTION R20/76**

**MOVED AND SECONDED**

THAT the Regular Meeting of Council for March 17, 2020 be adjourned.

**CARRIED**

**The meeting was adjourned 8:01 PM.**

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Mayor

\_\_\_\_\_  
Corporate Officer