



**VILLAGE OF SAYWARD
MINUTES
REGULAR COUNCIL MEETING
June 15, 2021
TEAMS Electronic Meeting**

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

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

1. Call to Order

Meeting was called to order at 7:00 PM.

2. Introduction of Late Items – None

3. Approval of Agenda

MOTION R21/161

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for June 15, 2021 be approved.

CARRIED

4. Minutes of Previous Meetings

MOTION R21/162

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on May 18, 2021 be adopted.

CARRIED

MOTION R21/163

MOVED AND SECONDED

THAT the minutes from the Committee of the Whole meeting held on May 25, 2021 be adopted.

CARRIED

MOTION R21/164

MOVED AND SECONDED

THAT the minutes from the Committee of the Whole meeting held on June 8, 2021 be adopted.

CARRIED

5. Petitions and Delegations - None

6. Correspondence

- a) District of Saanich Re: CARIP Ending
- b) BC Road Builders 2021 Strategic Plan

MOTION R21/165

MOVED AND SECONDED

THAT correspondence (a) to (b) be received.

CARRIED

7. Council Reports – None

8. Reports of Committees – None

9. Mayor’s Report – SRD Feasibility Study for Regional Services

MOTION R21/166

MOVED AND SECONDED

THAT the report from Mayor Baker be received.

CARRIED

10. Unfinished Business – None

11. Staff Reports

a) Permissive Tax Exemptions 2022

MOTION R21/167

MOVED AND SECONDED

THAT the Permissive Tax Exemptions 2022 staff report be received for information and discussion, and;

THAT Staff be directed to advertise the tax exemption process as outlined in this report.

CARRIED

b) Village of Sayward 2020 Annual Report and Statement of Financial Information

MOTION R21/168

MOVED AND SECONDED

THAT the 2020 Annual Report and Statement of Financial Information staff report be received for information and discussion, and;

THAT the 2020 Annual Report be made available for public viewing for a minimum of 14 days beginning on June 16th and ending on June 30th. The report will be returned to Council with public comments at the July 20th Council meeting.

CARRIED

c) Reserve Policy

MOTION R21/169

MOVED AND SECONDED

THAT the Reserve Policy staff report be received for information and discussion, and;

THAT Staff be directed to prepare a DRAFT Reserve Policy incorporating the recommended Reserve Funds outlined in this report.

CARRIED

d)) Use of Sewer Surplus Funds for procurement of four sewage lift station generators

MOTION R21/170

MOVED AND SECONDED

THAT the Use of Sewer Surplus Funds staff report be received for information and discussion, and;

THAT Staff be directed to proceed with an Invitation to Tender/RFQ in accordance with Village of Sayward Procurement Policy No. 08-03 as the first step in allocating surplus funds from the sewer service for the procurement and installation of four generators at the sewage lift stations, and;

FINALLY THAT Staff return to Council with details received from the Invitation to Tender/RFQ to procure the four lift station generators at which time Council will opt to allocate funds for the procurement from either the COVID Strengthening Communities Reserve Fund or the Sewer Surplus fund.

CARRIED

e) Salmon River Inn - Request for Tax Waive and Water and Sewer User Fee Reduction

Mayor Baker declared a conflict and left the meeting.

MOTION R21/171

MOVED AND SECONDED

THAT the Salmon River Inn - Request for Tax Waive and Water and Sewer User Fee Reduction staff report be received for information and discussion, and;

THAT Council deny the request from Mr. Lal to waive his water and sewer user fees for the Salmon River Inn.

CARRIED

Mayor Mark Baker returned to the meeting.

f) Respectful Workplace Policy for Approval

MOTION R21/172

MOVED AND SECONDED

THAT the Respectful Workplace Policy #200-03 staff report be received for information and discussion, and;

THAT Council approve Policy 200-03 - Respectful Workplace Policy.

CARRIED

- 12. Bylaws – None
- 13. New Business – None
- 14. Public Question Period (maximum 15 minutes) – None
- 15. In-Camera – None
- 16. Adjournment

**MOTION R21/173
MOVED AND SECONDED**

THAT the Regular Meeting of Council for June 15, 2021 be adjourned.

CARRIED

The meeting was adjourned at 7:55 PM.

Original signed by "M.Baker"
Mayor

Original signed by "A. MacDonald"
Corporate Officer