



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING
MINUTES
FEBRUARY 1, 2022
HYBRID TEAMS & OPEN MEETING
COUNCIL CHAMBERS**

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

In Attendance: Jason Johnson, CAO
Lisa Clark, CFO
Melissa Coates, Finance/Admin Clerk

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

1. Call to Order

Meeting was called to order at 7:00 PM

2. Introduction of Late Items -None

3. Approval of Agenda

MOTION R22/8

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for February 1, 2022, be approved.

CARRIED

4. Minutes of Previous Meetings

MOTION R22/9

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on January 18, 2022, be adopted.

THAT the minutes from the Committee of the Whole meeting held on January 25, 2022, be adopted.

CARRIED

5. Petitions and Delegations

a) Mary Ruth Snyder – Executive Director, Campbell River & District Chamber of Commerce

**MOTION R22/10
MOVED AND SECONDED**

THAT the Village of Sayward become a member of the Campbell River and District Chamber of Commerce.

CARRIED

6. Correspondence

- a) UBCM, The Compass, Jan 26, 2022, re: Province, UBCM commit to review local government finance
- b) Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs, re: COVID-19 Update: Meetings and Safety Plans
- c) Aniko Nelson, Strathcona Regional District, re: Wood Stove Exchange Program
- d) Brian Bedford, Ministry of Municipal Affairs, re: Investing in Canada Infrastructure Program, application intake extended to February 23, 2022

7. Council Reports - None

8. Reports of Committees - None

9. Mayor's Report

The Mayor provided a verbal report welcoming the new CAO, Jason Johnson to the Village of Sayward.

10. Unfinished Business

The CFO provided a verbal report with history on the Share Shed.

11. Staff Reports

a) 2022 Local Government Elections

**MOTION R22/11
MOVED AND SECONDED**

THAT Lisa Clark, CFO be appointed Chief Election Officer for the 2022 Local Government Election, with power to appoint other election officials as required for the administration and conduct of the 2022 Local Government Election pursuant to Section 58 of the *Local Government Act*.

Opposed Cllr Cragg CARRIED

**MOTION R22/12
MOVED AND SECONDED**

THAT Jason Johnson, CAO be appointed Deputy Chief Election Officer for the 2022 Local Government Election.

Opposed Cllr Cragg CARRIED

b) Development Variance Permit Application – 701 and 711 Kelsey Way

MOTION R22/13

MOVED AND SECONDED

THAT Council require that Lots 701 and 711 Kelsey Way (legal address) be consolidated by way of a registered subdivision prior to the issuance of a DVP; and

THAT the owners provide an overview of their intended development plans of the property to show how the relocation of the accessory building within the current front setback can be relocated to accommodate better use of the property; and

THAT the attached correspondence be sent to the owners of Lots 701 and 711 Kelsey Way in reply to their application for a DVP.

CARRIED

c) Council Appointments Schedule 2022

MOTION R22/14

MOVED AND SECONDED

THAT Council receive the Council Appointment Schedule 2022 report for information and discussion.

CARRIED

12. Bylaws

a) Council Procedure Amendment Bylaw No. 479, 2022

MOTION R22/15

MOVED AND SECONDED

THAT Council Procedure Amendment Bylaw No. 479, 2022 be given fourth and final reading.

CARRIED

b) Revenue Anticipation Bylaw No. 480, 2022

MOTION R22/16

MOVED AND SECONDED

THAT Revenue Anticipation Bylaw No. 480, 2022 be given first, second and third reading.

Opposed Cllr Cragg CARRIED

c) DRAFT Fireworks Regulation Bylaw No. XXX, 2022

MOTION R22/17

MOVED AND SECONDED

THAT Council receives the DRAFT Fireworks Regulation Bylaw No. XXX, 2022 staff report for information and discussion.

CARRIED

13. New Business

a) Municipal Signing Authority

With the changes in Council positions (new Deputy Mayor) and Staff (new CAO), new financial signing authorities are required to conduct Village business.

MOTION R22/18

MOVED AND SECONDED

THAT Council authorizes Mayor Mark Baker, Deputy Mayor Sue Poulsen, Chief Administrative Officer Jason Johnson, and Chief Financial Officer Lisa Clark to be the signing authorities respecting municipal financial matters for the Village of Sayward.

CARRIED

14. Public Question Period - None

15. In-Camera – None

16. Adjournment

The meeting was adjourned at 7:47 PM.

Original signed by "M. Baker"

Mayor

Original signed by "L. Clark"

Corporate Officer