



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
APRIL 5, 2022
OPEN MEETING - IN PERSON
COUNCIL CHAMBERS**

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.

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

Regrets: Councillor Wes Cragg

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

1. Call to Order

Meeting was called to order at 7:00pm

2. Introduction of Late Items

- a) CAO asked to add Alison Heather Spear to (5) Delegations to speak about the School District and Community Food Hub Proposal (also see Staff Report 11. (b))
- b) CAO asked to add the SRD Board First Nations Relationship and Governance Session Invite to 13. New Business as item (a)
- c) CAO asked to add a verbal staff report pursuant to the March 15th Council direction to staff regarding cost recovery for the lifeguard courses offered at Kelsey Centre to 11. Staff Reports as item (m)

3. Approval of Agenda

**MOTION R22/57
MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for April 5, 2022 be approved as amended.

CARRIED

4. Minutes of Previous Meetings

MOTION R22/58
MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on March 15, 2022, be adopted.

CARRIED

5. Petitions and Delegations

a) Alison Heather Spear addressed Council regarding the School District and Community Food Hub Proposal (also see Staff Report 11. (b))

6. Correspondence

- a) Liz Cookson, ED AVICC, March 18 2022, Email; 2022 AVICC Annual Report and Resolutions Package and 2021 AVICC AGM and Convention Minutes Draft – ***printed copies available upon request.***
- b) Derek Nighbor, President and CEO, Forest Products Association of Canada, March 18, 2022, Email to Mayor Baker; Fighting Climate Change Through Canadian Forestry.
- c) Madison Stewart, Coordinator, Strathcona Community Food Hub, Email to CAO for Village Council; Proposal to Village Council - ***(see 11. Staff Reports (b)).***
- d) Ginger Lester, EA and Communications Coordinator, City of Nelson, Email March 15, 2022; City of Nelson Challenges BC Local Governments to Donate to the Red Cross for Ukraine
- e) Alisa Thompson, Corporate Administrator, Deputy CAO, City of Terrace, March 15 2022, Email; Resolution for Consideration at the NCLGA Convention
- f) Jessica Brooks, Assistant Deputy Minister, March 22, 2022, Email; Attendees of the March 2022 Regional Meetings with Minister Cullen, Minister Beare, and Minister Osbourne
- g) Todd Boychuck, Director Intergovernmental Relations, K’omoks First Nation, Email; Sayward-Guardian Support; Letter from Hegus Nicole Rempel, RE: Support for the K’omoks Guardian Watchman Program - ***(see 11. Staff Reports (e))***
- h) District of Ucluelet, March 25 ,2022, Email; District of Ucluelet Bans Plastic and Bio-Plastic Utensils
- i) Minister Lisa Beare, March 28, 2022 Email; Re: Initiation to Join Roundtable-Expansion of Internet Services to all Rural BC
- j) Rebecca Bishop, Program Officer, UBCM, January 28, 2022 Re: 2022 CRI FireSmart Community Funding & Supports, approval of grant funding for the Wildfire Fighter Training & Residential Fuel Reduction project.

MOTION R22/59
MOVED AND SECONDED

THAT Correspondence a) through j) be received by Council; and,

THAT Correspondence items b) and d) be pulled at the request of Councillor Tinsley for discussion; and,

THAT Correspondence item “Ukraine - message from Mayor Al Siebring” scheduled for the April 19th Council meeting be emailed directly to Mayor, Council, and the Fire Chief John Hanson for review and discussion. Copy also sent to Director Whalley as stakeholder; and,

FINALLY THAT Chief John Hanson report back to the CAO as to if Sayward has equipment to send to the Odessa Fire Department.

CARRIED

MOTION R22/60
MOVED AND SECONDED

THAT the Village of Sayward donate \$1.00 for every person living within the Village of Sayward (334 citizens as at the 2022 Census) to the Red Cross for Ukraine.

CARRIED

7. Council Reports - None

8. Reports of Committees - None

9. Mayor's Report

- a) Attendance at AVICC - Verbal Report. The Mayor gave a brief report on the AVICC Conference with the main theme being the need for northern island municipalities to work together on key issues and initiatives, lobbying and sharing costs for greater effect.

10. Unfinished Business - None

11. Staff Reports

a) EV Charging Station

MOTION R22/61
MOVED AND SECONDED

THAT Council receive the EV Charging Station Staff Report for information and discussion.

CARRIED

b) School District and Strathcona Community Food Hub Proposal

MOTION R22/62
MOVED AND SECONDED

THAT Council designate all open and available beds at the Sayward community gardens to the care and oversight of Sayward Elementary School for educational purposes and in line with the goals and mission of the Strathcona Community Food Hub; and,

THAT Staff notify by means of newsletter, the community about this designation at no cost to Strathcona Food Hub or the School District so residents of the Village of Sayward are aware of this program; and

THAT the CAO discuss gardens being secured with access given to the operators of this program, along with Public Works with the operators of the program; and

FINALLY, THAT future consideration after the 2022 season be granted to this program pending measured success of the program, and community feedback.

CARRIED

c) Federation of Canadian Municipalities (FCM) Asset Management Grant

MOTION R22/63
MOVED AND SECONDED

THAT Council approve \$5,908 (tax not included) for Urban Systems to apply for the Municipal Asset Management Program (FCM) Grant of \$50,000 for the purposes of funding a more fulsome Asset and Risk Management Program and if funding allows, Asset Management System in line with the 2022 Strategic Plan; and,

THAT Council approve the CFO to designate \$5,000 towards the FCM Asset Management Grant program as the Village's contribution at 10% as per grant guidelines; and;

FINALLY, THAT Council approve, IF successful in the grant application, Urbans Systems to complete a full Asset Management Plan for the Village, replacing the 2016 adopted and 2019 unadopted plans.

CARRIED

d) Final Reporting- ICIP Municipal Raw Water Intake and Dam Decommissioning Project #C40255

MOTION R22/64

MOVED AND SECONDED

THAT Council approve \$15,000 (tax not included) from contract labour for the purposes of contracting Urban Systems to do all reporting to satisfy the mandatory grant reporting (allows for up to a \$5,000 contingency).

CARRIED

e) K'omoks First Nation Guardian Watchmen Program

MOTION R22/65

MOVED AND SECONDED

THAT Council approve a contribution of \$1,500 per year, for 4 years towards the KFN Guardians Program for work in the Sayward Estuary.

Opposed Cllr Poulsen

CARRIED

f) Councillor Cragg Resignation

MOTION R22/66

MOVED AND SECONDED

THAT Council accept Councillor Cragg's resignation effective April 8, 2022; and,

THAT Council waives a by-election in accordance with Section 54 (3) of the *Local Government Act*; and,

THAT the following Committee appointments take effect April 9, 2022:

Tom Tinsley as the primary for the Sayward Tourism Committee, Mayor Mark Baker as Alternate.

Councillor Sue Poulsen as the alternate for the Community Garden Portfolio.

Mayor Mark Baker as the alternate for the Healthy Communities and Age Friendly Representative.

Councillor Tom Tinsley as the alternate for the First Nations Relations and Community Forest Committee.

CARRIED

g) Sayward Legion Service Agreement - Share Shed

MOTION R22/67

MOVED AND SECONDED

THAT Council receive the Sayward Legion Service Agreement - Share Shed Staff report for information and discussion; and,

THAT Council approve the Sayward Legion and Village of Sayward Working Agreement - Share Shed for signing from both Village and Legion to satisfy Resolution R22/54.

CARRIED

h) LGMA 2022 Annual Conference, June 21-23, 2022

MOTION R22/68

MOVED AND SECONDED

THAT Council approve CAO attendance at the 2022 LGMA Conference and applicable expenses for registration, per diem (as per Village policy), attendance and accommodation estimated to be \$2500.

CARRIED

i) Oscar Daze

MOTION R22/69

MOVED AND SECONDED

THAT Council approve concessions 1-4 in the Oscar Days Staff Report inclusive being:

1. The field at no charge for the explicit use of the Oscar Daze Tournament,
2. Notice in Sayward Newsletter and social media advising residents of the event as well as how it may affect them,
3. Closure of the road directly in front of the field for use during the event for food truck staging,
4. Access to showers in the Kelsey Centre (Four (4) hours in the mornings and two (2) at night); and,

THAT Council approve concession 5 in the Oscar Days Staff Report being:

5. The Village will provide bins for waste (typically two (2)) during the event, but this can be leveraged through Comox Strathcona Waste and likely donated; and,

THAT Council consider concession 6 as listed in the Oscar Daze Staff Report being:

6. Access to all available camping spots as a block reservation. Note this has been done at free or favorable terms in some years. The rate for serviced and un-serviced camping sites during this event (Friday, July 29 – Monday, August 1 inclusive) will be in accordance with the Fees and Charges Bylaw; and,

FINALLY, THAT Council approves event end times of 12:00 am on the Friday, 1:00 am on the Saturday, 1:00 am on the Sunday and no adjustment for the Monday.

CARRIED

j) Plan H Grant

MOTION R22/70

MOVED AND SECONDED

THAT Council receive the Plan H Grant Staff Report for information and discussion.

CARRIED

k) Sayward Projects and Initiatives Template (SPIT)

MOTION R22/71

MOVED AND SECONDED

THAT Council receive the Sayward Projects and Initiatives Template (SPIT) for review and discussion.

CARRIED

l) Financial Plan 2022-2026 Final

MOTION R22/72

MOVED AND SECONDED

THAT Council approves the 2022-2026 Financial Plan.

CARRIED

m) Kelsey Centre lifeguarding courses - the CAO provided a verbal staff report pursuant to the March 15th Council direction to staff regarding cost recovery for the lifeguard courses offered at Kelsey Centre.

12. Bylaws

a) Fireworks Regulation Bylaw No. 481, 2022

MOTION R22/73

MOVED AND SECONDED

THAT Fireworks Regulation Bylaw No. 481, 2022 be given fourth and final reading.

CARRIED

13. New Business

a) SRD Board First Nations Relationships and Governance Session Invite

MOTION R22/74

MOVED AND SECONDED

THAT Council approves Councillor Sue Poulsen and CAO Jason Johnson to attend the SRD Board First Nations Relationships and Governance Session May 2 to 4th 2022 inclusive.

CARRIED

14. Public Question Period - None

15. In-Camera

MOTION R22/75

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 accordance with Section 90(1)(e) of the *Community Charter* that Council may give consideration related to the acquisition, disposition or expropriation of land or improvements.

CARRIED

16. Adjournment

The meeting was adjourned at 10:00 PM

Original signed by "M. Baker"
Mayor

Original signed by "L. Clark"
Corporate Officer