



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
JULY 19, 2022
OPEN AND HYBRID MEETING
COUNCIL CHAMBERS**

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

Present: Mayor Mark Baker
Councillor Sue Poulsen
Councillor Tom Tinsley

**Absent without
Excuse:** Councillor Norm Kirschner

In Attendance: Lisa Clark, CFO/Corporate Officer
Melissa Coates, Finance/Admin Clerk

1. Call to Order

Meeting was called to order at 7:05PM

2. Introduction of Late Items

a) CAO asked to remove item 13 d) (Zoning Amendment Bylaw No. 290, 2022)

3. Approval of Agenda

MOTION R22/116

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for July 19, 2022, be approved as amended.

CARRIED

4. Minutes of Previous Meetings

MOTION R22/117

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on June 14, 2022, be adopted.

THAT the minutes from the Special Council meeting held on June 28, 2022, be adopted.

CARRIED

5. Petitions and Delegations - None

6. Correspondence

a) Bob Sampson, Sayward Valley Folk Music Society, June 14, 2022, RE: proposal to use the Kelsey Centre for future concerts beginning August 2022

- b) Joyce Ellis, Sayward Tour de Rock Chairperson, June 27, 2022, RE: donation in kind for September 26, 2022 Tour de Rock event
- c) Aggie Pringle, Oscar Daze Committee, July 14, 2022, RE: waiver of mobile vending business licenses for Oscar Daze 2022
- d) Ardice Todosichuk, Executive Director, Corporate Policy and Priorities Branch, Ministry of Agriculture and Food, June 17, 2022, RE: amendments to the Agricultural Land Reserve Use Regulation
- e) Anna Barford, Canada Shipping Campaigner, Stand.earth, June 17 2022, RE: Motion at UBCM Protecting BC Coasts From Acidic Washwater Dumping being brought forward by Vancouver
- f) David Screech, Mayor, Town of View Royal, June 21, 2022, RE: Support for Island Rail Corridor

MOTION R22/118

MOVED AND SECONDED

THAT Correspondence a) through f) be received by Council.

CARRIED

MOTION R22/119

MOVED AND SECONDED

THAT item a) Sayward Valley Folk Music Society proposal be deferred until Mr. Sampson can present to Council.

CARRIED

MOTION R22/120

MOVED AND SECONDED

THAT the items outlined in b) Sayward Tour de Rock letter be approved for use by the Sayward Tour de Rock Committee including the pool and hot tub for 2 hours on September 26, 2022.

CARRIED

MOTION R22/121

MOVED AND SECONDED

THAT mobile vendor business license fees be reduced to \$100 for Oscar Daze weekend 2022.

CARRIED

7. Council Reports

a) H’Kusam Park Gazebo Upgrade to Infrastructure

MOTION R22/122

MOVED AND SECONDED

THAT Council and Staff receive this report for review and discussion; and

THAT Staff present Council with quotes to upgrade the gazebo with a concrete walkway, at the gazebo entrance; and

THAT staff present Council with quotes to bring secured water and electrical service to the gazebo, with access at the site obtained by a key, held at the Village office; and

THAT signage be posted at the site to ensure proper conduct, rules to be followed and how to book use of the secured services at the gazebo; and any fees associated with such use, as determined by Council; and

THAT staff report back to Council at the Tuesday, September 6, 2022, regular council meeting regarding the total cost of project quotes for consideration; and

THAT everyone using the gazebo will benefit from the upgrades by reduced exposure to COVID variants in the outdoor environment; and

FINALLY, THAT COVID-19 Restart Grant funding be used to provide upgrades to the gazebo infrastructure so that access for vulnerable populations is maximized.

CARRIED

8. Reports of Committees - None

9. Mayor's Report - None

10. Unfinished Business - None

11. Staff Reports

a) Annual Report

**MOTION R22/123
MOVED AND SECONDED**

THAT Council approves the 2021 Annual Report.

Opposed Cllr Poulsen

CARRIED

b) Municipal Insurance Authority (MIA) Voting Delegate and Alternate

**MOTION R22/124
MOVED AND SECONDED**

THAT Council appoints Mayor Mark Baker as the voting delegate, Councillor Sue Poulsen as alternate #1, and Corporate Officer Lisa Clark as alternate #2.

CARRIED

c) Water, Sewer, and User Fee Exemptions

**MOTION R22/125
MOVED AND SECONDED**

THAT Council approves the rental of Site 2 at \$350/month for the Nurse Practitioner until July 31, 2023 when Council will revisit, and;

THAT Council approves a water and sewer fee exemption for 2022 for the Sayward Harbour Authority on condition that the washrooms remain available for public use.

CARRIED

d) Propane Consumption – Kelsey Centre and Admin Building

**MOTION R22/126
MOVED AND SECONDED**

THAT Council receive the Propane Consumption - Kelsey Centre and Admin Building staff report for information and discussion.

CARRIED

**MOTION R22/127
MOVED AND SECONDED**

THAT Council direct staff to investigate a more efficient and financially prudent way of heating the building.

CARRIED

e) Age Friendly Plan

**MOTION R22/128
MOVED AND SECONDED**

THAT Council approves the Village of Sayward 2022 Age Friendly Plan.

CARRIED

f) Strategic Priorities Fund (UCBM) – Grant Application

**MOTION R22/129
MOVED AND SECONDED**

THAT Council authorizes the submission of an application through the UCBM Capital Infrastructure Stream – Strategic Priorities Fund 2022 for the Water System Supply and Conservation Improvements project estimated at \$3,053,280; and,

THAT the Village supports the activities included in this application and agrees to provide overall project management.

CARRIED

g) Age-friendly BC Program – Grant Application

**MOTION R22/130
MOVED AND SECONDED**

THAT Council authorizes the submission of an application through the 2022 Age-friendly BC Program (Stream 1) 2022 for the Village of Sayward Zoning Bylaw Update project; and,

THAT the Village supports the activities included in this application and agrees to provide overall project management.

CARRIED

12. Emergency Services/Public Works/ Recreation Department Reports – None

13. Bylaws

a) Fees & Charges Amendment Bylaw No. 487, 2022

**MOTION R22/131
MOVED AND SECONDED**

THAT Fees & Charges Amendment Bylaw (Schedules A, B, C, G, H, K) No 487, 2022 be given fourth and final reading.

CARRIED

b) Appointment of Officers Bylaw No. 488, 2022

**MOTION R22/132
MOVED AND SECONDED**

THAT Appointment of Officers Bylaw No 488, 2022 be given first, second and third reading.

CARRIED

c) Subdivision Amendment Bylaw No. 489, 2022

**MOTION R22/133
MOVED AND SECONDED**

THAT Subdivision Amendment Bylaw No. 489, 2022 be given first, second and third reading.

CARRIED

14. New Business - None

15. Public Question Period - None

16. In Camera

MOTION R22/134

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 the following sections of the *Community Charter*:

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee, or agent of the municipality,
- 90(1)(c) labour relations or other employee relations,
- 90(1)(e) the acquisition, disposition, or expropriation of land or improvements, and
- 90(1)(k) negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

17. Rise & Report

MOTION IC22/59

MOVED AND SECONDED

THAT John Manson, P.Eng be appointed Approving Officer for the Village of Sayward effective July 20, 2022; and,

THAT Council authorize the Corporate Officer to sign the employment agreement between the Village of Sayward and Mr. Manson.

CARRIED

MOTION IC22/60

MOVED AND SECONDED

THAT John France be hired as interim CAO effective July 25,2022; and,

THAT Council authorize the Mayor to sign the employment agreement between the Village of Sayward and Mr. France.

CARRIED

MOTION IC22/63

MOVED AND SECONDED

THAT Lisa Clark be appointed Corporate Officer effective August 1, 2022 for the purposes of carrying out statutory duties prescribed in section 148 of the *Community Charter* and Bylaw No. 488 Appointment of Officers; and,

THAT compensation equal to 10% of Ms. Clark's current salary be approved for Corporate Officer duties until the expiry of Ms. Clark's current employment contract (October 25, 2023); and,
FINALLY THAT a new employment contract be negotiated with Ms. Clark in the summer of 2023.

CARRIED

18. Adjournment

The meeting was adjourned at 7:51 PM

Original signed by "M. Baker"
Mayor

Original signed by "L. Clark"
Corporate Officer