



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 20, 2022
OPEN MEETING - IN PERSON
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

Regrets: Councillor Norm Kirschner

In Attendance: John France, Acting CAO
Lisa Clark, CFO/Corporate Officer
Jennifer Redshaw, Finance/Admin Clerk

1. Call to Order

Meeting was called to order at 7:00 PM

2. Introduction of Late Items

- a) Mayor asked to add a verbal report to item 9.) Mayor’s Report
- b) CAO asked to add 1 item to Correspondence, c) September 16, 2022, UBCM Re: 2020 CEPF: Flood Mapping: Salmon River Floodplain Modernization

3. Approval of Agenda

**MOTION R22/155
MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for September 20, 2022, be approved as amended.

CARRIED

4. Minutes of Previous Meetings

**MOTION R22/156
MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on September 6, 2022, be adopted.

CARRIED

5. Petitions and Delegations - None

6. Correspondence

- a) Proclaim Your Support for Circular Economy Month in Canada! – see attached proclamation
- b) Chicken Petition – Staff note there is a council resolution (May 2022) directing staff to report back on regulating chickens (hens) on residential property and other zones within the Village.
- c) UBCM Re: 2020 CEPF: Flood Mapping: Salmon River Floodplain Modernization

MOTION R22/157

MOVED AND SECONDED

THAT correspondence a) to c) be received for information and discussion.

CARRIED

MOTION R22/158

MOVED AND SECONDED

THAT staff be directed to prepare a report regarding backyard chickens in the Village for the November 15, 2022 council meeting.

CARRIED

MOTION R22/159

MOVED AND SECONDED

THAT the Village of Sayward hereby declares Circular Economy Month October 1-31, 2022; and,
THAT we commit to waste reduction, resource conservation, and community education for sustainable living; and

FURTHER THAT we recognize that losing waste to disposal and as litter are local and global threats to the environment; and

FINALLY THAT we will take action to reduce our waste and support the circular economy.

CARRIED

- 7. **Council Reports** - Cllr Poulsen provided a verbal report regarding the Comox Strathcona Regional Hospital District.

- 8. **Reports of Committees - None**

- 9. **Mayor's Report** - The Mayor gave a verbal report to Council regarding his attendance at UBCM.

- 10. **Unfinished Business - None**

11. Staff Reports

- a) **Orientation New Council – John France, Acting CAO**

MOTION R22/160

MOVED AND SECONDED

THAT Council receive, discuss, and provide Staff with direction on the Council Orientation 2022/23 and Meetings Schedule report; and,

THAT Council direct staff to make reservations, when available, to the Elected Officials workshop planned for Nanaimo February 15-17, 2023, at the Vancouver Island Conference Centre; and,

THAT Council recommend to the new Council that they plan for a relations building and SP process for early spring 2023; and,

THAT the October 18 Council meeting be cancelled; and,

FINALLY THAT staff be directed to procure the services of a facilitator for the relations building and SP process.

CARRIED

MOTION R22/161

MOVED AND SECONDED

THAT all elected officials be required to sign the Code of Conduct bylaw at the November 1, 2022 Inaugural meeting of Council.

CARRIED

b) New Accessibility Requirements – John France, Acting CAO

MOTION R22/162

MOVED AND SECONDED

THAT Council receive and discuss the New Accessibility Requirements; and,

THAT Council direct staff to bring back a report on how to fulfill the requirements of the Act.

CARRIED

c) Kelsey Centre Schedule Michelle Davis, Recreation Manager/Lisa Clark, CFO

MOTION R22/163

MOVED AND SECONDED

THAT Council receive, discuss, and provide Staff with direction on the Kelsey Centre schedule; and,

THAT Council approve the opening of the Kelsey Centre for 5 hours on Saturdays until December 31, 2022; and,

FURTHER THAT \$4,000 be transferred from the COVID Reserve Fund to offset additional facility re-opening expenditures; and,

FINALLY THAT the 2022-2026 Financial Plan be amended accordingly.

CARRIED

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

13. Bylaws

a) Council Remuneration Bylaw No. 490, 2022

MOTION R22/164

MOVED AND SECONDED

THAT Council Remuneration Bylaw No. 490, 2022 be given first, second and third reading.

CARRIED

14. New Business - None

15. Public Question Period (maximum 15 minutes)

Mayor: “The purpose of the public question period is to enable citizens to ask questions of Council about issues that are important to the citizen asking the question. Speakers are asked to limit their questions to one each and, if time permits after everyone has had an opportunity to ask questions, speakers may ask a second question. Citizens will be asked to state their name and address.”

16. In Camera

MOTION R22/165

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)(c) labor relations or other employee relations,
- 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 IC22/89

MOVED AND SECONDED

THAT Council receive and discuss the Gazebo upgrades report; and,

THAT the bids for the gazebo works be accepted as laid out in the staff report; and,

THAT COVID-19 Restart Grant funding be used to a maximum amount of \$22,491 not including GST/PST to provide upgrades to the gazebo infrastructure as outlined in the staff report dated September 6 so that access for vulnerable populations is maximized; and,

FINALLY THAT this item be brought out of in camera.

CARRIED

MOTION IC22/81

MOVED AND SECONDED

THAT Council receive and discuss the Public Consultation Rogers Antenna report; and,

THAT the Village of Sayward is satisfied with Rogers’ consultation process, as outlined in ISED’s Default Public Consultation Process; and,

THAT the proposed tower is a permitted use; and,

THAT the proposed design and location is acceptable; and

FINALLY THAT the Village of Sayward has been consulted and concurs with the tower location.

CARRIED

**MOTION IC22/82
MOVED AND SECONDED**

THAT Council receive, discuss, and provide direction on the Dam Project Update report.

CARRIED

**MOTION IC22/83
MOVED AND SECONDED**

THAT Council accepts that the project works have been completed and that substantial completion be given on the advice of the village's consultant; and,

THAT Council request an extra year of warranty on the dam project at no cost to the Village.

Opposed Mayor Baker CARRIED

18. Adjournment

The meeting was adjourned at 9:17 PM

Original signed by "M. Baker"
Mayor

Original signed by "L. Clark"
Corporate Officer