



**VILLAGE OF SAYWARD  
REGULAR COUNCIL MEETING MINUTES  
NOVEMBER 15, 2022  
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 Scott Burchett  
Councillor Kohen Gilkin  
Councillor Sue Poulsen  
Councillor Tom Tinsley

**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 7:03 PM

**2. Introduction of Late Items**

**MOTION R22/184**

**MOVED AND SECONDED**

THAT the Staff Report titled Regional Grant Opportunity - UBCM Indigenous Cultural Safety be added to Staff Reports as 11. g)

**CARRIED**

**MOTION R22/185**

**MOVED AND SECONDED**

THAT Motion R22/179 from the November 1, 2022 regular council meeting be reconsidered.

**CARRIED**

**MOTION R22/186**

**MOVED AND SECONDED**

THAT the reconsideration of motion R22/179 be added to Unfinished Business as 10 a).

**CARRIED**

**3. Approval of Agenda**

**MOTION R22/187**

**MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for November 1, 2022, be approved as amended.

**CARRIED**

**4. Minutes of Previous Meetings**

**MOTION R22/188**

**MOVED AND SECONDED**

THAT the minutes from the Inaugural Council meeting held on November 1, 2022, be adopted.

THAT the minutes from the Regular Council meeting held on November 1, 2022, be adopted.

**CARRIED**

**5. Petitions and Delegations - None**

**6. Correspondence**

a) UBCM 2021 Active Transportation Planning – Sayward Active Transportation Planning project

b) K'omoks Treaty News

c) AVICC 1st Call for 2023 Resolutions and Nominations for AVICC Executive

d) AVICC Workshop suggestions and hotels for 2023 convention

e) Aquaculture Update from DFO - Net Pen Transition Plan Engagement Session - November 25, 2022

f) Municipalities for Climate Innovation Program (2016-2022)

*Note: A full copy of the report is in the Mayor's Office*

g) BC Assessment - Congratulations in the 2022 Local Government General Elections

h) Referral of BC Timber Sales 2023 Campbell River Forest Stewardship Plan #936

i) Grieg Seafood BC Ltd.

j) Sayward Tour de Rock 2022

**MOTION R22/189**

**MOVED AND SECONDED**

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

**CARRIED**

**MOTION R22/190**

**MOVED AND SECONDED**

THAT Staff draft a congratulatory note to KFN on their treaty news; and,

THAT the AVICC 2023 resolutions call be forwarded to a Council meeting in January; and,

THAT the AVICC calls for Nominations be forwarded to the December 6, 2022 Council meeting; and,

THAT Mayor Baker, Councillor Poulsen, Councillor Burchett, and Councillor Gilkin be authorized to attend the 2023 AVICC convention; and,

THAT staff be directed to arrange hotel rooms and registration tasks; and,

THAT BC Assessment be requested to make a presentation to Council; and,

THAT Grieg Seafood be requested to make a presentation to Council and that Staff request a tour of Grieg Seafood facilities for Council.

**CARRIED**

**7. Council Reports**

a) Councillor Burchett gave a verbal report to Council regarding his attendance at the most recent Sayward Futures Board meeting.

**8. Reports of Committees - None**

**9. Mayor's Report**

**a) Christmas Events and Committee of the Whole**

**MOTION R22/191**

**MOVED AND SECONDED**

THAT Council receives the Mayor's report for information and discussion; and,

THAT Council approve the purchase of Christmas decorations for the park up to a maximum of \$500 to be funded from the Council budget.

**CARRIED**

**MOTION R22/192**

**MOVED AND SECONDED**

THAT Council schedule a Committee of the Whole meeting for December 13, 2022.

**CARRIED**

**10. Unfinished Business**

**a) Reconsideration of motion R22/179 – a vote was held on the original motion with the following outcome:**

**MOTION R22/179**

**MOVED AND SECONDED**

THAT the verbal report from the Mayor on cost sharing this year's Secret Santa event be received for discussion; and,

THAT the Village share the cost of the Secret Santa event with the Valley to a maximum of \$500 to be funded from the 2022 Council budget.

**Opposed Cllr Poulsen**

**CARRIED**

**11. Staff Reports**

**a) 2023 Regular Council Meeting Schedule – Lisa Clark CO**

**MOTION R22/193**

**MOVED AND SECONDED**

THAT Council approves the attached 2023 Regular Council Meeting Schedule as presented noting that the July and August meetings are varied from Council Procedure Bylaw No. 416, 2015 to one meeting per month.

**CARRIED**

**b) Financial Plan 2023 - 2027 – Lisa Clark CFO**

**MOTION R22/194  
MOVED AND SECONDED**

THAT Council schedule the following Committee of the Whole meetings for Financial Planning purposes:

Tuesday January 24, 2023

Tuesday February 14, 2023

Tuesday February 28, 2023

**CARRIED**

**c) Orientation Binder and Projects Summary – John France Acting CAO**

**MOTION R22/195  
MOVED AND SECONDED**

THAT Council receive and discuss the Orientation Binder and Projects Summary report.

**CARRIED**

**MOTION R22/196  
MOVED AND SECONDED**

THAT staff be directed to bring back a report to Council regarding a developer fee package.

**CARRIED**

**d) Active Transportation Study – John France Acting CAO**

**MOTION R22/197  
MOVED AND SECONDED**

THAT Council receives and approves the Active Transportation Study.

**CARRIED**

**e) Backyard Chickens – Lisa Clark CO**

**MOTION R22/198  
MOVED AND SECONDED**

THAT Council receive the Backyard Chickens staff report for information and discussion;  
and,

THAT Council table this report to the 2023 strategic planning session.

**Opposed Cllr Burchett**

**CARRIED**

**f) Election 2022 – Lisa Clark CEO**

**MOTION R22/199  
MOVED AND SECONDED**

THAT the 2022 Election report from the Chief Election Officer be received for information and discussion.

**CARRIED**

**g) Regional Grant Opportunity - UBCM Indigenous Cultural Safety**

**MOTION R22/200**

**MOVED AND SECONDED**

THAT the report from the Chief Administrative Officer be received; and,

THAT as part of the Village of Sayward's ongoing commitment towards Truth and Reconciliation that an application for financial assistance under the Indigenous Cultural Safety & Cultural Humility grant be authorized for submission to the Union of BC Municipalities, in collaboration with the Strathcona Regional District; and,

THAT the Village of Sayward agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

**CARRIED**

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

**13. Bylaws**

**a) 2022-2026 Five Year Financial Plan Amendment Bylaw – Lisa Clark CFO**

**MOTION R22/201**

**MOVED AND SECONDED**

THAT Five Year Financial Plan Amendment Bylaw No. 491, 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 R22/202**

**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. Adjournment

The meeting was adjourned at 9:55 PM

Original signed by "M. Baker"  
**Mayor**

Original signed by "L. Clark"  
**Corporate Officer**