



**VILLAGE OF SAYWARD
COMMITTEE OF THE WHOLE MEETING MINUTES
DECEMBER 13, 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 7:02 PM

2. Introduction of Late Items

MOTION C22/10

MOVED AND SECONDED

THAT correspondence from Sayward Futures Society be added as 5. a); and,

THAT an in camera item be added as item 12. in accordance with section 90(1)(c) labor relations or other employee relations.

CARRIED

3. Approval of Agenda

MOTION C22/11

MOVED AND SECONDED

THAT the agenda for the Committee of the Whole meeting for December 13, 2022, be approved as amended.

CARRIED

4. Petitions and Delegations - None

5. Correspondence

a) Sayward Futures Society – request for donation of supplies from the Kelsey Centre

**MOTION C22/12
MOVED AND SECONDED**

THAT the Committee of the Whole recommends that the items requested for the Light up Parade on December 16, 2022 be provided to Sayward Futures Society at no cost.

CARRIED

6. Council Reports - None

7. Reports of Committees - None

8. Unfinished Business - None

9. Staff Reports

a) Orientation Binder – John France Acting CAO, Lisa Clark CO/CFO

**MOTION C22/13
MOVED AND SECONDED**

THAT the Committee of the Whole defer the discussion of the Orientation Binder to the January 3, 2023 meeting of Council.

CARRIED

b) Council Dress Code – Lisa Clark CO/CFO

**MOTION C22/14
MOVED AND SECONDED**

THAT the Committee of the Whole receive the Council Dress Code staff report for information and discussion.

CARRIED

**MOTION C22/15
MOVED AND SECONDED**

THAT the Committee of the Whole recommends to Council that a dress code be added to the Code of Conduct bylaw.

Opposed Cllr Burchett

CARRIED

**MOTION C22/16
MOVED AND SECONDED**

THAT the Committee of the Whole recommend that the topic of jeans in the dress code be discussed by Council at the January 3, 2023 regular meeting.

CARRIED

c) Code of Conduct Bylaw – Lisa Clark CO/CFO

**MOTION C22/17
MOVED AND SECONDED**

THAT the Committee of the Whole receive the Code of Conduct bylaw staff report for information and discussion.

CARRIED

**MOTION C22/18
MOVED AND SECONDED**

THAT the Committee of the Whole recommended to Council to leave section 8 (2) of the Code of Conduct bylaw as written.

Opposed Cllr Burchett, Cllr Gilkin, Cllr Poulsen, Cllr Tinsley

DEFEATED

**MOTION C22/19
MOVED AND SECONDED**

THAT the Committee of the Whole recommend to Council that section 8 (2) of the Code of Conduct bylaw be reviewed by legal counsel.

CARRIED

d) Council, Staff and Community Recognition and Gift Policy No 09-02 – Lisa Clark CO/CFO

** Cllr Poulsen declared a conflict of interest and left the meeting*

**MOTION C22/20
MOVED AND SECONDED**

THAT the Committee of the Whole receive the Council, Staff and Community Recognition and Gift Policy No 09-02 staff report for information and discussion.

CARRIED

**MOTION C22/21
MOVED AND SECONDED**

THAT the Committee of the Whole recommend to Council that the purchase of gifts proceeds for the individuals listed in the staff report.

CARRIED

e) Memorial Plaque for former Mayor John MacDonald (verbal report) – John France Acting CAO

**MOTION C22/22
MOVED AND SECONDED**

THAT the Committee of the Whole receive the Memorial Plaque Verbal Report; and,

THAT the Committee of the Whole recommend to Council that the budget for the plaque be set at \$2500 maximum; and,

THAT the Committee of the Whole recommend to Council that this item be included in the 2023 financial plan.

CARRIED

** Cllr Poulsen returned to the meeting*

f) Committees Report – John France Acting CAO

**MOTION C22/23
MOVED AND SECONDED**

THAT the Committee of the Whole receive and discuss the Committees Report; and,

THAT the Committee of the Whole recommend to Council to add this report to the Strategic Planning session to be held in the spring of 2023.

CARRIED

10. New Business - None

11. 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.”

12. In Camera

MOTION C22/24

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.

CARRIED

13. Rise

14. Adjournment

The meeting was adjourned at 8:49 PM

Original signed by “M. Baker”

Mayor

Original signed by “L. Clark”

Corporate Officer