



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
DECEMBER 6, 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 7:01 PM

2. Introduction of Late Items

MOTION R22/203

MOVED AND SECONDED

THAT a verbal report regarding Council pay be added to Item 14. New Business.

CARRIED

3. Approval of Agenda

MOTION R22/204

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for December 6, 2022, be approved as amended.

CARRIED

4. Minutes of Previous Meetings

MOTION R22/205

MOVED AND SECONDED

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

CARRIED

5. Petitions and Delegations

- a) Presentation of the Draft OCP by Sydney Rankmore, MCRP Community Planner Urban Systems

6. Correspondence

- a) BC Yukon Command notice and advertising support request
- b) Crisis in Campbell River Hospital email
- c) AVICC Workshop suggestions and hotels for 2023 convention
- d) BCED Breaking News Update
- e) Sayward RCMP Policing Report July 1 - September 30
- f) The Hon. Harjit S. Sajjan, P.C., OMM, M.S.M., CD, M.P. – PacifiCan
- g) Girl Guides of Canada's British Columbia Council - Guiding Lights Across BC
- h) Congratulations from Mosaic - Mayor Baker and Council
- i) Sayward Futures – Letter of Support
- j) Generator Noise - Letter from Ms. Archer
- k) SRD Board Chair Election

MOTION R22/206

MOVED AND SECONDED

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

CARRIED

MOTION R22/207

MOVED AND SECONDED

THAT staff be directed to write a letter on behalf of Council regarding correspondence item b.)

CARRIED

MOTION R22/208

MOVED AND SECONDED

THAT staff be directed to work with Urban Systems to apply for the BCEDA REDIP grant opportunity for the campground project.

CARRIED

MOTION R22/209

MOVED AND SECONDED

THAT staff be directed to write a letter of support on behalf of Council for Sayward Futures Society regarding correspondence item i.)

CARRIED

7. Council Reports - None

8. Reports of Committees - None

9. Mayor's Report - verbal

MOTION R22/210

MOVED AND SECONDED

THAT Council receives the Mayor's verbal report for information and discussion.

CARRIED

MOTION R22/211

MOVED AND SECONDED

THAT staff be directed to contact Mainroad North Island Contracting on behalf of Council to arrange a meeting with the Mayor, Deputy Mayor, and staff regarding road maintenance issues.

CARRIED

10. Unfinished Business - None

11. Staff Reports

a) Policy Update Project & Credit Card Limit Change – Lisa Clark CFO/CO

MOTION R22/212

MOVED AND SECONDED

THAT Council receives the Policy Update Project report for information and discussion; and,
THAT Council approves Policy #300-03 - Credit Card Policy as amended.

CARRIED

b) Public Nuisance Bylaw – Lisa Clark CFO/CO

MOTION R22/213

MOVED AND SECONDED

THAT Council receive the Public Nuisance Bylaw staff report for information and discussion.

CARRIED

MOTION R22/214

MOVED AND SECONDED

THAT Public Nuisance Bylaw No. 417 be given third reading.

Opposed Mayor Baker, Cllr Burchett, Cllr Gilkin, Cllr Poulsen, Cllr Tinsley

DEFEATED

MOTION R22/215

MOVED AND SECONDED

THAT Staff be directed to bring a report outlining options regarding a new Public Nuisance Bylaw to the January 17, 2023 regular council meeting.

CARRIED

c) Strategic Plan and Sayward Projects and Initiatives Template Update – John France Acting CAO

MOTION R22/216

MOVED AND SECONDED

THAT Council receives the Strategic Plan and Sayward Projects and Initiatives Template Update report for information and discussion.

CARRIED

MOTION R22/217

MOVED AND SECONDED

THAT staff be directed to put a thank you notice in the January 2023 Sayward News for Tracey Payne and the volunteers involved with the senior's lunches and dinners.

CARRIED

d) Grant Application Tourism 2023 – John France Acting CAO

MOTION R22/218

MOVED AND SECONDED

THAT Council receives the Grant Application Tourism 2023 report; and,

THAT Staff be directed to apply for the BC Destination Development Fund grant opportunity for the campground project.

CARRIED

e) Relations Building Session – John France Acting CAO

MOTION R22/219

MOVED AND SECONDED

THAT Council receives and approves the Relations Building Session 2023 report; and,

THAT Council approve the proposal from Possibil for \$1,772 and the proposed dates, January 21, 9-1, and February 11, 9-1.

CARRIED

f) Fire Service Agreement SRD Report – John France Acting CAO

MOTION R22/220

MOVED AND SECONDED

THAT Council receives and discusses the Fire Services Agreement Report; and,

THAT Council approves the extension and authorizes the Mayor and Corporate Officer to sign the extension agreement.

CARRIED

g) Kelsey Centre Operations – Michelle Davis Recreation Manager

MOTION R22/221

MOVED AND SECONDED

THAT Council receives the Kelsey Centre Operations report for information and discussion.

CARRIED

h) Van Brocklin Land Exchange Agreement and Road Closure BYLAW – John France Acting CAO

MOTION R22/222

MOVED AND SECONDED

THAT Council receives the Van Brocklin Land Exchange Agreement and Road Closure Bylaw report; and,

THAT Council approves the advertising of the Bylaw on the Village website and in the monthly newsletter.

CARRIED

i) Regional Grant Opportunity – UBCM Emergency Support Services

MOTION R22/223

MOVED AND SECONDED

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

THAT as part of the Village of Sayward's ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2023 Emergency Support Services grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District (SRD); 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

a) Emergency Program Update – Tom Tinsley Emergency Program Coordinator

MOTION R22/224

MOVED AND SECONDED

THAT Council receive the Emergency Program Update report for information and discussion.

CARRIED

13. Bylaws

a) 2022-2026 Five Year Financial Plan Amendment Bylaw

MOTION R22/225

MOVED AND SECONDED

THAT Five Year Financial Plan Amendment Bylaw No. 491, 2022 be given fourth and final reading.

CARRIED

b) Highway Closure and Dedication Removal Bylaw No. 492, 2022

MOTION R22/226

MOVED AND SECONDED

THAT Highway Closure and Dedication Removal Bylaw No. 492, 2022 be given first, second, and third reading.

CARRIED

14. New Business – Council pay – verbal report from CFO

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 R22/227

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)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

17. Rise & Report

MOTION IC22/110

MOVED AND SECONDED

THAT Council receives the Van Brocklin Land Exchange Agreement and Road Closure report, and,

THAT Council authorizes the Mayor and Corporate Officer to sign the agreement.

CARRIED

18. Adjournment

The meeting was adjourned at 10:23 PM

Original signed by “M. Baker”

Mayor

Original signed by “L. Clark”

Corporate Officer