



**VILLAGE OF SAYWARD  
REGULAR COUNCIL MEETING MINUTES  
FEBRUARY 21, 2023  
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:** Keir Gervais, CAO  
Lisa Clark, CFO/Corporate Officer  
Jennifer Redshaw, Finance/Admin Clerk  
John Manson, Approving Officer

**1. Call to Order**

Meeting was called to order at 7:00pm.

**2. Introduction of Late Items - None**

**3. Approval of Agenda**

**MOTION R23/51**

**MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for February 21, 2023, be approved.

**CARRIED**

**4. Minutes of Previous Meetings**

**MOTION R23/52**

**MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on February 7, 2023, be adopted.

THAT the minutes from the Committee of the Whole meeting held on February 14, 2023, be adopted.

**CARRIED**

**5. Petitions and Delegations**

- a) Serena Gill and Sean Manzer, property owners 711 Kelsey Way RE: Development Proposal Update
- b) Mr. Chris Cowley, General Manager, Mainroad North Island Contracting LP re: Winter Maintenance Procedures

**6. Correspondence**

- a) Email from concerned citizen – RE: Nurses need help.
- b) Letter from Honourable Anne Kang, Ministry of Municipal Affairs - Growing Community Fund (Ref: 272022)
- c) Letter from Steven F. Kozuki, Executive Director, Forest Enhancement Society of British Columbia RE: FESBC 2023 Accomplishments Update

**MOTION R23/53**

**MOVED AND SECONDED**

THAT correspondence a) to c) be received.

**CARRIED**

**7. Council Reports - None**

**8. Reports of Committees - None**

**9. Mayor's Report - None**

**10. Unfinished Business - None**

**11. Staff Reports**

- a) **Sayward Legion and Village Service Agreement (Share Shed) – Keir Gervais, CAO**

**MOTION R23/54**

**MOVED AND SECONDED**

THAT Council receive the Sayward Legion Service Agreement - Share Shed Staff report for information and discussion.

**CARRIED**

**MOTION R23/55**

**MOVED AND SECONDED**

THAT Council approve the renewal of the Sayward Legion and Village of Sayward Working Agreement - Share Shed as amended for one (1) year; and,

THAT Council authorize the CAO to execute said Service Agreement on behalf of the Municipality following amendments.

**CARRIED**

- b) **Regional Grant Opportunity – Salmon River Flood Storymap – Keir Gervais, CAO**

**MOTION R23/56  
MOVED AND SECONDED**

THAT the report from the Chief Administrative Officer be received.

**CARRIED**

**MOTION R23/57  
MOVED AND SECONDED**

THAT as part of the Village of Sayward's ongoing work in relation to disaster risk reduction that an application for financial assistance under the Intake #2 2023 Disaster Risk Reduction / Climate Adaptation grant be authorized for submission to the UBCM in collaboration with the Strathcona Regional District; and

THAT the Strathcona Regional District be authorized to receive and manage the funding on behalf of the Village of Sayward if the application is successful.

**CARRIED**

**c) Village of Sayward Audit Planning Report – Lisa Clark, CFO/CO**

**MOTION R23/58  
MOVED AND SECONDED**

THAT Council receive the Village of Sayward Audit Planning Report for information and discussion.

**CARRIED**

**d) Grant Opportunity: Rural Advisory Program – Keir Gervais, CAO**

**MOTION R23/59  
MOVED AND SECONDED**

THAT Council receive the Grant Opportunity: Rural Advisory Program Report.

**CARRIED**

**MOTION R23/60  
MOVED AND SECONDED**

THAT Council directs Staff to complete and submit a grant application to Island Coastal Economic Trust's Rural Advisory Program for the purpose of funding a Community-based Advisor for a one-year term.

**CARRIED**

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

**13. Bylaws**

**a) Code of Conduct Amendment Bylaw No. 495, 2023**

**MOTION R23/61  
MOVED AND SECONDED**

THAT Code of Conduct Amendment Bylaw No. 495, 2023 be given fourth and final reading.

**CARRIED**

**14. New Business- None**

**15. Public Question Period**

**16. In Camera**

**MOTION R23/62**

**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 IC23/17**

**MOVED AND SECONDED**

THAT Staff be directed to prepare a letter for Council's consideration regarding the lab crisis in Campbell River.

**CARRIED**

**18. Adjournment**

**The meeting was adjourned at 9:06 pm.**

Original signed by "M. Baker"

**Mayor**

Original signed by "L. Clark"

**Corporate Officer**