



**VILLAGE OF SAYWARD  
REGULAR COUNCIL MEETING MINUTES  
MAY 2, 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

**1. Call to Order**

The meeting was called to order at 7:00pm.

**2. Public Input**

- a) Mark Agnew of 754 Sayward Rd - requested a review of the parameters of RU1 and R1 zones in the current zoning bylaw. Distributed documentation for Council's review.
- b) Lorna Agnew of 754 Sayward Rd - requested a review of her previous proposal for a reduction of the speed limit on Sayward Rd from 70km/h to 50km/h.

**3. Introduction of Late Items**

- a) Mayor Baker requested Staff Report 12. g) be moved to the May 16, 2023 meeting.

**4. Approval of Agenda**

**MOTION R23/113  
MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for May 2, 2023, be approved, as amended.

**CARRIED**

**5. Minutes of Previous Meetings**

**MOTION R23/114**

**MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on April 18, 2023, be adopted.

**CARRIED**

**6. Petitions and Delegations - None**

**7. Correspondence**

a) Email from Watershed Security Strategy Team RE: engagement opportunities for local governments

b) Email from Strathcona Regional District RE: Building Bridges Through Understanding Workshop Monday June 12, 2023, at the Kelsey Centre

**MOTION R23/115**

**MOVED AND SECONDED**

THAT correspondence a) to b) be received.

**CARRIED**

**8. Council Reports - None**

**9. Reports of Committees - None**

**10. Mayor's Report**

a) Mayor Baker provided a verbal report regarding the communication of the oil spill near Hardwicke Island.

**MOTION R23/116**

**MOVED AND SECONDED**

THAT Council receive the Mayor's verbal report regarding the Hardwicke Island oil spill response for information and discussion.

**CARRIED**

**11. Unfinished Business - None**

**12. Staff Reports**

a) **Potential Municipal Land for Housing - Keir Gervais, CAO**

**MOTION R23/117**

**MOVED AND SECONDED**

THAT Council receive the Potential Municipal Land for Housing staff report for information and discussion.

**CARRIED**

**b) Council Corner – Keir Gervais, CAO**

**MOTION R23/118  
MOVED AND SECONDED**

THAT Council receive the Council Corner staff report for information and discussion.  
**CARRIED**

**MOTION R23/119  
MOVED AND SECONDED**

THAT Cllr Burchett initiate the first Council Corner article and circulate it to all members of Council for additional content and approval, for inclusion in the June 2023 issue of Sayward News.

**CARRIED**

**c) Public Nuisance Bylaw No XXX, 2023 – Lisa Clark, CFO/CO**

**MOTION R23/120  
MOVED AND SECONDED**

THAT Council receive the Public Nuisance Bylaw No. XXX, 2023 staff report for information and discussion.

**CARRIED**

**MOTION R23/121  
MOVED AND SECONDED**

THAT Staff be directed to return Public Nuisance Bylaw No. XXX to the May 16, 2023 council meeting for first, second, and third reading.

**CARRIED**

**d) Financial Statements/Variances to March 31, 2023 – Lisa Clark, CFO/CO**

**MOTION R23/122  
MOVED AND SECONDED**

THAT Council receives the Financial Statements/Variances to March 31, 2023 staff report for information and discussion.

**CARRIED**

**e) Special Meeting for Audit Report – Lisa Clark, CFO/CO**

**MOTION R23/123  
MOVED AND SECONDED**

THAT Council receive the Special Meeting for Audit Report staff report for information and discussion.

**CARRIED**

**MOTION R23/124  
MOVED AND SECONDED**

THAT Council schedules a special meeting for May 9, 2023, at 5pm to receive the 2022 Audited Financial Statements and Audit Findings Report from Chan Nowosad Boates.

**CARRIED**

**f) Council Action List – Keir Gervais, CAO**

**MOTION R23/125  
MOVED AND SECONDED**

THAT Council receive the Council Action List staff report for information and discussion.

**CARRIED**

**13. Emergency Services/Public Works/Recreation Department Reports**

**a) Recreation Services Report April 2023 – Michelle Davis, Kelsey Centre Manager**

**MOTION R23/126  
MOVED AND SECONDED**

THAT Council receives the Recreation Services Report April 2023 Report for information and discussion.

**CARRIED**

**MOTION R23/127  
MOVED AND SECONDED**

THAT Staff report back to council with the overall cost and availability of Kelsey Centre employees to keep the Kelsey Centre pool and Afterschool Program open for the month of June.

**CARRIED**

**14. Bylaws**

**a) Reserve Fund Establishment Amendment Bylaw No. 497, 2023**

**MOTION R23/128  
MOVED AND SECONDED**

THAT Reserve Fund Establishment Amendment Bylaw No. 497, 2023 be given fourth and final reading.

**CARRIED**

**b) Five Year Financial Plan Bylaw No. 498, 2023**

**MOTION R23/129  
MOVED AND SECONDED**

THAT Five Year Financial Plan Bylaw No. 498, 2023 be given fourth and final reading.

**CARRIED**

**c) Fees & Charges Amendment Bylaw No. 499, 2023**

**MOTION R23/130**

**MOVED AND SECONDED**

THAT Fees & Charges Amendment Bylaw No. 499, 2023 be given fourth and final reading.

**CARRIED**

**d) Tax Rates Bylaw No. 500, 2023**

**MOTION R23/131**

**MOVED AND SECONDED**

THAT Tax Rates Bylaw No. 500, 2023 be given fourth and final reading.

**CARRIED**

**15. New Business - None**

**16. Public Question Period - None**

**17. In Camera - None**

**18. Adjournment**

**The meeting was adjourned at 8:22 PM**

Original signed by "M. Baker"

**Mayor**

Original signed by "L. Clark"

**Corporate Officer**