



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
AUGUST 15, 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 (via Teams)

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 7:02 pm.

2. Petitions and Delegations

- a) Michael Lowry, Senior Communications Manager, Western Canada Marine Response RE: Increased spill response capacity on Vancouver Island and the potential installation of spill response equipment at Kelsey Bay.

3. Public Input

MOTION R23/201

MOVED AND SECONDED

THAT Public Input be extended as long as necessary beyond the 15-minute total time limit due to the large number of attendees in the gallery.

Opposed Cllr Tinsley CARRIED

- a) Rosemary Romaine, 280 Ambleside Dr: Requests clarity on expenditures the taxpayers know nothing about. Where is the transparency and when will we find out where our tax money is going?
- b) Tracey Jones, 251 Spar St: Communication from Council to the community is often lacking. For example, Level 2 Water Restrictions are confusing, with contradictions between the public notice and Sayward News.

- c) Milena Gradisar, 261 Ambleside Dr: Requests an update on the backyard chicken petition. It's been 11 months with no communication on the status. Food security is the main driver for this request.
- d) Rosemary Romaine, 280 Ambleside Dr: Why are Public Works employees sweeping the streets and parking lots by hand, when we have had a street sweeper every year? *CAO advised it was approved in the 2023 budget to move to biannual street sweeping and that areas with large sand accumulation would be swept by hand in 2023.*
- e) Tracey Jones, 251 Spar St: Why is the Western Forest Products (WFP) log sort using drinking water for watering their logs and not using salt water? If our community is facing ongoing water restrictions, we should ask WFP to use a desalination plant since water is not the primary requirement of their commercial enterprise. Using drinking water is against the water restrictions and wastes our limited resource. *Mayor Baker advised that Council is currently looking at the issue and different ways WFP can source their water. Currently, the log sort uses and pays for approximately 40%-60% of the Villages' available drinking water.*
- f) Lorna Agnew, 754 Sayward Rd: There is a lot of garbage on Sayward Road she has been collecting and would like to know where to dispose of it. *CAO advised that the Village could work with Mrs. Agnew to help alleviate the waste she is accumulating through her goodwill.*
- g) Irene Callahan, 230 Kelsey Way: Why are Public Works employees mowing brown grass? It is a waste of time and money. *CAO committed to following up with the Public Works Foreman.*

4. Introduction of Late Items

- a) Cllr Burchett requested an introduction of a motion, discussion of the lack of a variance report, the lack of financial accountability and unbudgeted expenditures on in-camera issues to be added to the agenda – added as 15. a)
- b) CAO Gervais requested late correspondence be added to the agenda from Michael Adama RE: Development proposal delays at 18 Sayward Road – added as 7. h)
- c) CAO Gervais requested late correspondence be added to the agenda from We Wai Kai and Wei Wai Kum First Nations RE: Village of Sayward Official Community Plan – added as 7. i)
- d) Cllr Poulsen requested a discussion regarding the investigation regarding requests for water from area A residents – added as 11. b) *CAO Gervais advised there were no further requests for water and correspondence was sent to the Area A Director.*

5. Approval of Agenda

MOTION R23/202

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for August 15, 2023, be approved, as amended.

CARRIED

6. Minutes of Previous Meetings

**MOTION R23/203
MOVED AND SECONDED**

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

CARRIED

7. Correspondence

- a) Letter from Township of Spallumcheen RE: Recycling Program for Used Antifreeze and Oil Containers at Landfill
- b) Letter from UBCM RE: Canada Community Building Fund, First Community Works Fund Payment for 2023/2024
- c) Email from Leonard Hiebert, Chair, Peace River Regional District RE: BC Wildfire Service Fire Fighting Equipment
- d) Letter from Sarah Weber, President & CEO, C3 Alliance Corp RE: Invitation to the 10th Annual Resource Breakfast Series at UBCM 2023
- e) Invoice from The Truck Loggers Association RE: Membership Dues
- f) Email from Debbie Grill RE: Secret Santa 2023
- g) Email from Keith Atkinson, Chair, Forest Practices Board RE: Forest and Fire Management in BC: Toward Landscape Resilience
- h) Correspondence from Michael Adama RE: Development proposal delays at 18 Sayward Road
- i) Letter from Wei Wai Kai and Wei Wai Kum First Nations RE: Village of Sayward Official Community Plan

**MOTION R23/204
MOVED AND SECONDED**

THAT discussion of correspondence 7. h) be moved and included in 12. d)

Opposed Cllr Poulsen, Cllr Burchett

CARRIED

**MOTION R23/205
MOVED AND SECONDED**

THAT correspondence b) & c) be received.

CARRIED

**MOTION R23/206
MOVED AND SECONDED**

THAT a letter of support be written to the Township of Spallumcheen including information on the status of our recycling program, and;

THAT Staff determine if antifreeze and oil container recycling can be added to the Villages' current recycling program.

CARRIED

MOTION R23/207
MOVED AND SECONDED

THAT Council renew its membership with the Truck Loggers Association.

CARRIED

MOTION R23/208
MOVED AND SECONDED

THAT discussion of correspondence 7. f) be moved and included in 12. c)

CARRIED

MOTION R23/209
MOVED AND SECONDED

THAT Council direct attendees of the 2023 UBCM convention to discuss landscape resilience in the Sayward area with the Forest Practices Board.

CARRIED

MOTION R23/210
MOVED AND SECONDED

THAT correspondence 7. i) be deferred to the September 5th Regular Council Meeting.

CARRIED

MOTION R23/211
MOVED AND SECONDED

THAT correspondence a), d), e), f), g) and h) be received.

CARRIED

8. Council Reports

a) Committee Meeting Reports – Cllr Sue Poulsen

MOTION R23/212
MOVED AND SECONDED

THAT Council receive this report for information and discussion.

CARRIED

MOTION R23/213
MOVED AND SECONDED

THAT staff circulate a full year committee meeting date list each January, to Mayor and Council so that Council is aware of when to expect written reports; and,

THAT Staff prepare an expectation for each Committee or Board so that the Councillor elected to that Committee or Board understands their duties to Council.

Opposed Cllr Tinsley **CARRIED**

9. Reports of Committees - None

10. Mayor's Report - None

11. Unfinished Business

- a) **Village Appointments to CSHRD and CSWM – Keir Gervais, CAO - tabled from July 18, 2023 meeting**

MOTION R23/214

MOVED AND SECONDED

THAT the Village Appointments to CSHRD and CSWM Staff Report be received for information and discussion.

CARRIED

MOTION R23/215

MOVED AND SECONDED

THAT the time allotted for discussion of this topic be extended.

CARRIED

- b) **Verbal Water Report - Keir Gervais, CAO - tabled from July 18, 2023 meeting**

12. Staff Reports

- a) **Re-Opening Schedule for Kelsey Centre – Keir Gervais, CAO**

MOTION R23/216

MOVED AND SECONDED

THAT Council receives the Re-Opening Schedule for Kelsey Centre staff report for information and discussion.

CARRIED

- b) **Request to Alter Meeting Schedule for the Month of September – Keir Gervais, CAO**

MOTION R23/217

MOVED AND SECONDED

THAT Council receives the Request to Alter Meeting Schedule for the Month of September staff report for information and discussion; and

THAT Council approves the cancellation of the September 26, 2023 Council meeting, and directs staff to advertise accordingly.

Opposed Cllr Poulsen, Cllr Burchett

CARRIED

- c) **DRAFT Grant in Aid Policy # 300-XX – Lisa Clark, CFO/CO**

MOTION R23/218

MOVED AND SECONDED

THAT Council receives the DRAFT Grant in Aid Policy # 300-XX staff report for information and discussion.

CARRIED

MOTION R23/219

MOVED AND SECONDED

THAT Council approve Grant in Aid Policy # 300-XX as written.

Opposed Cllr Poulsen, Cllr Burchett

CARRIED

- d) Application to rezone 18 Sayward Rd (Adama Developments) – Kevin Brooks, Planner, Village of Sayward**

**MOTION R23/220
MOVED AND SECONDED**

THAT Council receive this report for information and discussion.

CARRIED

**MOTION R23/221
MOVED AND SECONDED**

THAT Council instructs staff to send a letter the week of August 14, 2023 to the applicant requesting a formal CAC proposal.

CARRIED

**MOTION R23/222
MOVED AND SECONDED**

THAT Council instructs staff to enter into negotiations with the applicant for community amenity contributions commensurate with the lift in the value of land.

CARRIED

**MOTION R23/223
MOVED AND SECONDED**

THAT Mr. Adama be allowed to speak outside of Public Question Period regarding his letter only, if he so chooses.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin DEFEATED

- e) UBCM Community to Community (C2C) Program Grant Application – Keir Gervais, CAO**

**MOTION R23/224
MOVED AND SECONDED**

THAT Council receive the UBCM Community to Community (C2C) Program Grant Application staff report for information and discussion; and,

THAT Council authorize staff to apply to receive the UBCM Community to Community (C2C) Program September 1, 2023 intake for an amount up to \$20,000; and,

THAT the Village of Sayward agrees to provide overall grant management; and,

THAT Staff engage with the First Nations to set firm dates and agendas for a series of forums in late 2023 and 2024.

Opposed Cllr Tinsley CARRIED

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

Council Action List deferred to the September 5, 2023, council meeting.

- g) UBCM 2023 Convention Verbal Update – Keir Gervais, CAO**

**MOTION R23/225
MOVED AND SECONDED**

THAT Council receive the UBCM 2023 Convention Verbal Update for information and discussion.

Opposed Cllr Burchett, Cllr Poulsen CARRIED

13. Emergency Services/Public Works/Recreation Department Reports - None

14. Bylaws - None

15. New Business

a) Variance Report Request - Cllr Scott Burchett

**MOTION R23/226
MOVED AND SECONDED**

THAT Council direct Staff to prepare a Variance Report for the first September council meeting; and,

THAT Staff be directed to prepare an up-to-date status report on all Council Priorities and Initiatives for the first September council meeting.

CARRIED

16. Public Question Period

- a)** Alex Turner, 1721 Sayward Rd: Second request for financial relief for Garden Club articles in the Sayward News since it is not an advertisement, it is a public service informational column that adds to the value of the Sayward News. *Council requested that Mr. Turner submit his request in writing a week prior to the September 5th council meeting.*

**MOTION R23/227
MOVED AND SECONDED**

THAT Council allow the Garden Club to have editorials for free in the Sayward News effective immediately.

Mayor Baker, Cllr Poulsen, Cllr Tinsley, Cllr Gilkin DEFEATED

- b)** David Malinski, 431 MacMillan Dr: Looking for an update regarding his request to have emergency information included on the Campbell River data sign. *CAO advised he contacted Mainroad and was referred to Ministry staff and has not had a response yet but will follow up.*
- c)** Tracey Jones, 250 Spar St: Requests an open Town Hall since it has been several years since the last Town Hall. *CAO advised that part of the Council budget planning sessions in the new year could include a Town Hall.*
- d)** Michael Adama: The development application processing fee invoice was incorrect since the Villages' lawyer double billed a \$600 charge. The development application process is taking much too long, and the basic plan has remained the same, however the new Approving Officer wants small changes (like changing from commercial to PA1 to account

for the required water pressure) so the scope has only changed due to requests from the Village.

**MOTION R23/228
MOVED AND SECONDED**

THAT Mr. Adama address his letter to Council and explain his status, and;

THAT Mr. Adama be allowed to continue speaking as long as required.

Opposed Cllr Tinsley CARRIED

- e) Tracey Jones, 251 Spar St: Regarding used oil and antifreeze, letters of support are not required, it's just a case of contacting wherever our waste goes and getting a container for these items. Councillor Tinsley is online, and the logistics of the room and the location of the speaker makes Tom's voice sound louder and more intimidating than intended. The budget for Park and Recreation is currently approx. 57% of property taxes, up from 29% a few years ago, so please clarify what this budget goes to. Except for election canvassing, there has been a lack of communication, or attendance at farmer markets etc. from Sayward's elected officials. In addition, the community received the majority of the Newcastle Creek wildfire information from sources other than elected officials.
- f) Alex Turner, 1721 Sayward Rd: Why wasn't the section of the *Community Charter* quoted earlier in the meeting when an in-camera topic was brought up?

17. In Camera

**MOTION R23/229
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*:

- Section 90(1)(c) labor relations or other employee relations; and,
- Section 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

Opposed Cllr Burchett, Cllr Poulsen CARRIED

18. Adjournment

**MOTION R23/230
MOVED AND SECONDED**

THAT the Regular Meeting of Council for August 15, 2023, be adjourned.

CARRIED

The meeting was adjourned at 10:57 pm.

Original signed by "M. Baker"
Mayor

Original signed by "L. Clark"
Corporate Officer