



**VILLAGE OF SAYWARD
COMMITTEE OF THE WHOLE MEETING MINUTES
October 22, 2024
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 Debbie Coates
Councillor Sue Poulsen
Councillor Jason Johnson

In Attendance: John Thomas, Interim CAO/Corporate Officer
Jennifer Redshaw, Recording Clerk

1. Call to Order

The meeting was called to order at 6:00pm.

2. Public Input - none

3. Introduction of Late Items

- a) Sayward Mall to be added as New Business 12.a).

4. Approval of Agenda

MOTION C24/T1

MOVED AND SECONDED

THAT the agenda for the Committee of the Whole Meeting of Council for October 22, 2024, be approved as amended.

CARRIED

5. Petitions and Delegation - None

6. Correspondence

- a) Community Events/Sayward Futures Society

MOTION C24/T2

MOVED AND SECONDED

THAT the Sayward Futures Society and the Village of Sayward and the Sayward Fire Department host the 2024 Sayward Light Up event.

CARRIED

MOTION C24/T3

MOVED AND SECONDED

THAT the Village of Sayward provide donations in-kind and support Sayward Futures Society executing the 2025 Canada Day event.

Cllr Poulsen Abstained

CARRIED

MOTION C24/T4

MOVED AND SECONDED

THAT correspondence a) 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) Confirmation of Priorities for the Village Administration

i. Annual Report – 2024 (due June 30, 2024)

ii. Strategic Plan Review

MOTION C24/T5

MOVED AND SECONDED

THAT staff plan for 2 days in January 2025 for Strategic Plan review.

CARRIED

iii. Bylaw and Policy List Review

Staff directed to defer this review until February/March 2025.

iv. 2024 Operating and Capital Projects

MOTION C24/T6

MOVED AND SECONDED

THAT staff bring to council an OCP work plan, costs and completion dates after the housing needs assessment is complete.

CARRIED

MOTION C24/T7

MOVED AND SECONDED

THAT staff review all materials submitted for the Asset Management Plan and determine an approach to completing items identified as deliverables not completed.

CARRIED

**MOTION C24/T8
MOVED AND SECONDED**

THAT staff spend no more time on the Advanced Drone Training project and either return allocated funds into the general operating fund or if related to grant funding, return funds to the grant provider.

CARRIED

- v. Other Projects
- vi. Bylaw Enforcement Practices

**MOTION C24/T9
MOVED AND SECONDED**

THAT staff provide a report to council comparing the costs of In-House vs SRD contracted bylaw enforcement.

CARRIED

- vii. Standing Committees for the Village of Sayward
- viii. Select Committees for the Village of Sayward

12. New Business

- a) Sayward Mall - future plans

**MOTION C24/T10
MOVED AND SECONDED**

THAT staff invite the owner of the Sayward Mall to appear before council as a delegate or provide a letter describing their plans for the property.

CARRIED

13. Public Question Period - none

14. In Camera - None

15. Adjournment

The meeting was adjourned at 8:44pm.

Original Signed

Mayor

Original Signed

Corporate Officer