



**VILLAGE OF SAYWARD  
REGULAR COUNCIL MEETING MINUTES  
October 15<sup>th</sup>, 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  
Lisa Clark, Interim CFO  
Jennifer Redshaw, Recording Clerk

**1. Call to Order**

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

**2. Public Input - none**

**3. Introduction of Late Items**

- a) Cllr Coates requested the topic of logging near the local watershed to be added to New Business as 15.a)

**4. Approval of Agenda**

**MOTION R24/T51**

**MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for October 15<sup>th</sup>, 2024, be approved as amended.

**CARRIED**

**5. Minutes of Previous Meetings**

**MOTION R24/T52**

**MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on September 24<sup>th</sup>, 2024, be adopted as presented.

**CARRIED**

**MOTION R24/T53**

**MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on October 1<sup>st</sup>, 2024, be adopted as presented.

**CARRIED**

**6. Petitions and Delegations - None**

**7. Correspondence**

**a) Youth Parliament of British Columbia**

**MOTION R24/T54**

**MOVED AND SECONDED**

THAT Council sponsors a youth in the Village of Sayward at a cost of \$455.00 to the 96<sup>th</sup> British Columbia Youth Parliament; AND

THAT Council amends the five-year financial plan 2024-2028 bylaw to reflect the budgeted amount; AND

THAT Council funds this amount through the unrestricted surplus.

**CARRIED**

**b) Sayward Futures Society**

**MOTION R24/T55**

**MOVED AND SECONDED**

THAT Council receives this correspondence for information.

**CARRIED**

**8. Council Reports - None**

**9. Reports of Committees - None**

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

**11. Unfinished Business**

**a) Sayward District Fire Protection Service – David Leitch, Chief Administrative Officer, Strathcona Regional District.**

**MOTION R24/T56**

**MOVED AND SECONDED**

THAT Council for the Village of Sayward consents to adoption by the Strathcona Regional District of Bylaw No. 547, being Sayward Valley Fire Protection Local Service Area Establishment Bylaw 1990, Amendment No. 5, in accordance with s.346 of the *Local Government Act*.

**CARRIED**

## **12. Staff Reports**

### **a) SOFI Report**

**MOTION R24/T57**

**MOVED AND SECONDED**

THAT the Statement of Financial Information 2023 Staff Report be received for information and discussion; AND

THAT Council approves the 2023 Statement of Financial Information report.

**CARRIED**

### **b) Credit Card Policy 300-03 Amendment**

**MOTION R24/T58**

**MOVED AND SECONDED**

THAT Council receives the Credit Card Policy 300-03 Amendment staff report for information and discussion; AND

THAT Council approves the proposed amendments to Credit Card Policy #300-03.

**Opposed Cllr Coates**

**CARRIED**

### **c) Community Works Fund Agreement**

**MOTION R24/T59**

**MOVED AND SECONDED**

THAT Council receive this report for information; AND

THAT Council authorizes the Mayor and Corporate Officer to take all steps and do all such act and things to execute the agreement on behalf of the Village.

**CARRIED**

### **d) Housing Needs Assessment**

**MOTION R24/T60**

**MOVED AND SECONDED**

THAT Council receive this report for information; AND

THAT Council approves a budget of **\$44,680** for this project; AND

THAT Council directs that the 2024-2028 five-year financial plan be amended to include this project and budget; AND

THAT the funding for this project be identified as the Community Works Fund.

**CARRIED**

**e) REDIP Grant Application – Economic Development Officer**

**MOTION R24/T61**

**MOVED AND SECONDED**

THAT Council supports an application under the Rural Economic Diversification and Infrastructure Program (REDIP) grant program for Economic Capacity for up to \$100,000k (100% of project costs); AND

THAT Council authorizes the amendment of the 2024-2028 Financial Plan, if required.

**CARRIED**

**f) Scheduling Committee of the Whole Meeting**

**MOTION R24/T62**

**MOVED AND SECONDED**

THAT Council schedules its next Committee of the Whole on October 22, 2024; AND

THAT Council requests the following topics to be covered: Council Strategic Plan, Standing and Select Committees of Council, Municipal Flag Poles, Preliminary Update on Major Projects, Preliminary Update on Grants.

**CARRIED**

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

**a) CFO**

**b) Manager of Recreation**

**c) Public Works Foreman**

**d) Fire Chief – Verbal**

**MOTION R24/T63**

**MOVED AND SECONDED**

THAT council receive reports a) to d).

**CARRIED**

**14. Bylaws - none**

**15. New Business**

- a)** There are serious concerns about logging in and near the local watershed, especially in regard to potential impacts to the future of the Village of Sayward's water supply.

**MOTION R24/T64**

**MOVED AND SECONDED**

THAT council receive the New Business topic for discussion.

**CARRIED**

***Mayor Baker will request that the Western Forest Products local manager attend the Regular Meeting of Council on November 5, 2024.***

## 16. Public Question Period

- a) Milena Gradisar of 261 Ambleside Drive: If council disagrees with the boundaries of logging will your word prevail? *Mayor Baker responded: Western Forest Products does not need to abide by our opinions, only provincial regulations. The council can lobby the provincial government, but the first step is learning more about where the boundaries are.*
- b) Milena Gradisar of 261 Ambleside Drive: Is the COW (Committee of the Whole meeting) open to the public? *Mayor Baker responded: Yes.*

## 17. In Camera

### MOTION R24/T65

### 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*:

1. 90(1)(c) labour relations or other employee relations.
2. 90(1)(d) the security of property of the municipality.
3. 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
4. 90(1)(k) negotiations and related discussions 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 interest of the municipality if they were held in public.

**CARRIED**

## 18. Adjournment

The meeting was adjourned at

**Original Signed**

\_\_\_\_\_  
Mayor

**Original Signed**

\_\_\_\_\_  
Corporate Officer