



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 24, 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, via Teams

In Attendance: John Thomas, Acting CAO/Corporate Officer
Lisa Clark, Interim CFO

1. Call to Order

The meeting was called to order at

2. Public Input - none

3. Introduction of Late Items

- a) Truth and Reconciliation Day observance in the Village of Sayward verbal report to be added to New Business as 15.a).

4. Approval of Agenda

MOTION R24/T12

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for September 24, 2024, be approved as amended.

CARRIED

5. Minutes of Previous Meetings

MOTION R24/T13

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on August 20th, 2024, be adopted as amended.

CARRIED

**MOTION R24/T14
MOVED AND SECONDED**

THAT the minutes from the Special Council meeting held on September 3rd, 2024, be adopted as presented.

CARRIED

**MOTION R24/T15
MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on September 3rd, 2024, be adopted as presented.

CARRIED

6. Petitions and Delegations

- a) UBCM Volunteer and Composite Fire Department Grant Application – Frank Morgan, Sayward Volunteer Fire Chief.

**MOTION R24/T16
MOVED AND SECONDED**

THAT the Village of Sayward agrees to providing a council resolution indicating support for the proposed activities and a willingness to commit to overall grant management should the application to the UBCM Volunteer Composite Fire Department Grant Application be successful.

CARRIED

- b) Solid Waste Management Planning Process – Step 3, Sarah Willie, Manager of Solid Waste Planning and Development, Comox Valley Regional District

7. Correspondence

- a) Island Coastal Economic Trust Board of Directors – For Information

**MOTION R24/T17
MOVED AND SECONDED**

THAT correspondence a) be received for information.

CARRIED

- b) Vancouver Island & Coastal Communities Climate Action Network Quarterly
- c) SRD Announcement – Disaster Risk Reduction – Climate Adaptation Funding

**MOTION R24/T18
MOVED AND SECONDED**

THAT Council receive this announcement for information.

CARRIED

8. Council Reports - None

9. Reports of Committees – None

10. Mayor's Report

- a) Verbal Update – UBCM – A written report to be included on the agenda of the Regular Council Meeting held on October 1, 2024

11. Unfinished Business

- a) Newcastle Creek Remediation Project Update & Budget Request

MOTION R24/T19

MOVED AND SECONDED

THAT Council receives the report for information; AND

THAT Council authorize the reimbursement of 50% of the cost of the 2024 Newcastle Creek cleanup to Berry and Vale Contracting, to a maximum of \$4,000; AND

THAT Council approves a budget allocation of up to \$30,000 for the Newcastle Creek Remediation Project which is to be funded by unappropriated water surplus; AND

THAT directs the 2024 to 2028 5-year Financial Plan Bylaw, Bylaw 506 be amended to reflect the new budgeted amounts for this project.

CARRIED

- b) ICET Rural Advisory Project (Ec. Dev. Grant) Update

MOTION R24/T20

MOVED AND SECONDED

THAT Council receive this report for information.

CARRIED

12. Staff Reports

- a) Appointment to Committees – for Information

MOTION R24/T21

MOVED AND SECONDED

THAT Council appoints Cllr Coates to the Vancouver Island Regional Library Board as the Village's representative.

CARRIED

MOTION R24/T22

MOVED AND SECONDED

THAT Council Mayor Baker remains the Village's representative on the Strathcona Regional District Board.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION R24/T23

MOVED AND SECONDED

THAT Council Mayor Baker remains the Village's representative on the Comox Strathcona Waste Management Board.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION R24/T24
MOVED AND SECONDED

THAT Council Mayor Baker remains Village's representative on the Strathcona Regional Hospital District Board.

Opposed Cllr Burchett, Cllr Poulsen **CARRIED**

MOTION R24/T25
MOVED AND SECONDED

THAT Council Cllr Burchett remains the Village's representative on the Mid Island Forest Lands Advisory Group (MIFLAG).

CARRIED

MOTION R24/T26
MOVED AND SECONDED

THAT Council receives this report for information.

CARRIED

MOTION R24/T27
MOVED AND SECONDED

THAT appointments of alternative Village council representatives to committees be tabled to the October 1, 2024 Regular Council Meeting.

Opposed Cllr Burchett, Cllr Poulsen **CARRIED**

b) Christmas Light Up Event

MOTION R24/T28
MOVED AND SECONDED

THAT Council approves donating \$1,000 to the Christmas Light Up Event 2024 to be funded by operating surplus; AND

THAT Council directs the 2024-2028 5-year Financial Plan Bylaw, Bylaw 506 be amended to reflect the new budgeted amount for this project.

Opposed Cllr Burchett, Cllr Poulsen **CARRIED**

c) Appointment of Auditors for FY 2024

MOTION R24/T29
MOVED AND SECONDED

THAT Council reappoints Chan Nowosad Boates as the Auditor of Record for fiscal year 2024; AND

THAT staff be directed to include the fee of \$18,600 in the 2025 to 2029 five-year financial plan for the Village.

Opposed Cllr Burchett, Cllr Poulsen **CARRIED**

- d) Grant in Aid Request – Secret Santa

**MOTION R24/T30
MOVED AND SECONDED**

THAT Council receives the Grant in Aid Request – Secret Santa Committee staff report for information and discussion; AND

THAT the grant in aid of \$500 requested by the Secret Santa Committee in their application dated September 13, 2024, be approved and that staff draft a letter to the Committee confirming Council's decision.

CARRIED

- e) Bylaw Amendments to Allow Backyard Chickens

**MOTION R24/T31
MOVED AND SECONDED**

THAT Council receives this report for information; AND

THAT the Village of Sayward Bylaws be amended to accept backyard chickens.

Opposed Mayor Baker, Cllr Coates, Cllr Johnson

DEFEATED

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

14. Bylaws

- a) Permissive Tax Exemption Bylaw No.509, 2024

**MOTION R24/T32
MOVED AND SECONDED**

THAT the Permissive Tax Exemption Bylaw No. 509, 2024 staff report be received for information and discussion; AND,

THAT Permissive Tax Exemption Bylaw No. 509, 2024 be given first, second and third reading.

CARRIED

15. New Business

- a) Truth and Reconciliation Day observance in the Village of Sayward

**MOTION R24/T33
MOVED AND SECONDED**

THAT a letter of support be sent to the We Wai Kai, We Wai Kum and Comox First Nations.

CARRIED

16. Public Question Period

- a) David Malinski of 431 MacMillan Drive – Encourage the inclusion of the North Island Meti Association (NIMA) and the Meti Association of British Columbia in the letter of support being sent regarding Truth and Reconciliation Day.
- b) David Malinski of 431 MacMillan Drive – the Light Up Parade event's original title and the title advertised in the past three years is Sayward Light Up Parade.

17. In Camera

MOTION R24/T34

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 (for 7 items in total);
2. 90(2)(c) a matter that is being investigated under the *Ombudsperson Act* of which the municipality has been notified under section 14 [*Ombudsperson to notify authority*] of that Act;
3. 90(1)(d) the security of the property of the municipality;
4. 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

CARRIED

18. Adjournment

The meeting was adjourned at

Original Signed

_____
Mayor

Original Signed

_____
Corporate Officer