



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
November 19, 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 Jason Johnson

Absent: Councillor Poulsen

In Attendance: John Thomas, Acting CAO/Corporate Officer
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 - None

4. Approval of Agenda

MOTION R24/T77

MOVED AND SECONDED

- a) THAT the agenda for the Regular Meeting of Council for November 19, 2024, be approved as amended.

CARRIED

5. Minutes of Previous Meetings

MOTION R24/T78

MOVED AND SECONDED

THAT the minutes of the Committee of the Whole meeting held on October 22, 2024, be adopted as amended.

CARRIED

**MOTION R24/T79
MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on November 5, 2024, be adopted as amended.

CARRIED

6. Petitions and Delegations

- a) RCMP Crime Statistics – Cst. Rossi (Late Item)

7. Correspondence

- a) Regional Recreation Services Feasibility Study
- b) Comox Strathcona Waste Management – GHG Emissions Reduction Strategy

**MOTION R24/T80
MOVED AND SECONDED**

THAT correspondence b) be received for information.

CARRIED

- c) Consultation and Engagement on the GoC's Draft Salmon Aquaculture Transition Plan for BC

**MOTION R24/T81
MOVED AND SECONDED**

THAT staff research the possibilities of eligible grants related to the Aquaculture Transition Plan.

CARRIED

- d) AVICC Media Advisory re: Watershed Security & Land Conservation Issues

**MOTION R24/T82
MOVED AND SECONDED**

THAT Council receive correspondence a), c), d) for information.

CARRIED

8. Council Reports - None

9. Reports of Committees - None

10. Mayor's Report - None

11. Unfinished Business

- a) SOFI Report Follow-up

**MOTION R24/T83
MOVED AND SECONDED**

THAT the Staff Report be received for information and discussion.

CARRIED

b) Connected Coast Project – October Update

MOTION R24/T84

MOVED AND SECONDED

THAT Council receives this follow-up report for information.

CARRIED

c) AVICC 2025 Convention Attendance by Council

MOTION R24/T85

MOVED AND SECONDED

THAT Council receives the follow-up staff report for information; AND

THAT Council authorizes Cllr Coates and Cllr Johnson to attend AVICC 2025 on behalf of the Village of Sayward and to report back to the Council.

Opposed Cllr Burchett

CARRIED

d) Sayward Fire Protection Services – 5 Year Financial Commitment

Note: (no report attached)

MOTION R24/T86

MOVED AND SECONDED

THAT Council resolves to commit a total of \$250,000 in funding towards the capital and equipment upgrades to the Joint Sayward Fire Service over a 5-year period.

CARRIED

12. Staff Reports

a) Electoral Area A Director Report: re Kelsey Centre

Note: Director Whalley was invited to appear before Council as a Delegate to discuss the Director's Report but was unable to attend.

MOTION R24/T87

MOVED AND SECONDED

THAT Council receives this report for information; AND

THAT staff be directed to draft a press release on the matter with additional information.

CARRIED

b) Strategic Planning Session – January 2025

MOTION R24/T88

MOVED AND SECONDED

THAT Council receives this report for information.

Opposed Cllr Burchett

CARRIED

MOTION R24/T89

MOVED AND SECONDED

THAT Council selects January 18 to 19, 2025 to host the two-day Strategic Planning session as an In-Camera Workshop of Council to be held in the Kelsey Centre, pursuant to section 90(1)(l) *"discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing the annual report under section 98"*; AND

THAT Council approves the draft agenda for the two-day session as outlined below;
AND

THAT Council designates A/CAO John Thomas as the Strategic Planning Facilitator for this session.

Cllr Burchett did not vote, therefore abstained.

CARRIED

c) Draft Interim Housing Needs Assessment Report

MOTION R24/T90

MOVED AND SECONDED

THAT Council receives the Interim Housing Needs Report and Housing Needs Analysis reports as attached; AND

THAT Council directs staff to publish the report and analysis on the Village's website.

Cllr Burchett did not vote, therefore abstained.

CARRIED

d) LGLA March 12-14, 2025

Council Meeting paused at 7:49pm and resumed at 8:12pm.

Cllr Burchett left the meeting prior to the meeting resuming.

MOTION R24/T91

MOVED AND SECONDED

THAT Council defer this topic to the next council meeting.

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports

a) Administration Reports

i. CFO

ii. Fire Chief

iii. Recreation and Culture

iv. Public Works

MOTION R24/T92

MOVED AND SECONDED

THAT Council receives the staff reports as information.

CARRIED

14. Bylaws

- a) **Bylaw 510 – Zoning Amendment Bylaw (for 765 Sayward Road – Site Specific Zoning Amendment)**

MOTION R24/T93

MOVED AND SECONDED

THAT Council receives this report for information; AND

THAT Council directs staff to provide notification as per section 467 of the Local Government Act; AND

THAT Council directs staff to return the bylaw for first and second reading during the December Regular Council Meeting.

CARRIED

- b) **DRAFT – Code of Conduct**

MOTION R24/T94

MOVED AND SECONDED

THAT Council receives the draft Code of Conduct Bylaw for review; AND

THAT Council directs staff to return the draft Code of Conduct Bylaw for first, second, and third reading on December 2, 2024.

CARRIED

15. New Business - None

16. Public Question Period - None

17. In Camera

MOTION R24/T95

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)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
3. 90(1)(L) discussion with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under

section 98.

CARRIED

18. Adjournment

The meeting was adjourned at

Original Signed
Mayor

Original Signed _____
Corporate Office