



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
February 4, 2025
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 – via Teams
Councillor Debbie Coates – via Teams
Councillor Jason Johnson
Councillor Sue Poulsen

In Attendance: John Thomas, Acting CAO/Corporate Officer
Lisa Clark, Chief Financial Officer
Jennifer Redshaw, Office Administrator

1. Call to Order

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

2. Public Input - None

3. Introduction of Late Items

- a) Correspondence from the Comox Valley Regional District - Introduction of the Property Tax Requisition Impact to Residential Properties be added to the agenda as Correspondence 7.j).
- b) Cllr Johnson requested a discussion of the establishment of a staff appreciation budget line be added to the agenda as New Business 15.a).

MOTION R25/40

Moved AND SECONDED

THAT Late Items a) and b) be added to the agenda

Opposed Cllr Burchett

CARRIED

4. Approval of Agenda

MOTION R25/41

Moved AND SECONDED

THAT the agenda for the Regular Meeting of Council for February 4, 2025, be approved as amended.

CARRIED

5. Minutes of Previous Meetings

MOTION R25/42

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on January 21, 2025, be adopted as presented.

CARRIED

MOTION R25/43

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on October 3, 2023, be adopted as presented.

CARRIED

MOTION R25/44

MOVED AND SECONDED

THAT the minutes from the Special Council meeting held on October 24, 2023, be adopted as presented.

CARRIED

6. Petitions and Delegations

- a) **BC Salmon Farmers Association** – Brian Kingzett Executive Director & Michelle Franze, Manager of Communications, Partnership, and Community- via TEAMS.

MOTION R25/45

MOVED AND SECONDED

THAT Council receive the BC Salmon Farmers Association delegation.

Opposed Cllr Burchett

CARRIED

7. Correspondence

- a) **Strathcona Regional District – Draft 2025-2029 Financial Plan**
- b) **BC Salmon Farmers Association**
- c) **Young Salmon Farmers of BC**
- d) **Kelsey Centre Committee ToR – SRD**
- e) **CUPW – Industrial Inquiry Commission Reviewing Canada Post**
- f) **Heritage BC**
- g) **ICBA – Protecting Taxpayers from Overspending on Local Government Construction**
- h) **BC Nature Federation of BC Naturalists – Municipal Protected Areas Project**
- i) **National Model Codes Public Review**
- j) **Comox Valley Regional District - Introduction of the Property Tax Requisition Impact to Residential Properties**

MOTION R25/46

MOVED AND SECONDED

THAT Council receives correspondence a), b) c), d), g), h), i), j) for information.

CARRIED

MOTION R25/47
MOVED AND SECONDED

THAT Council direct staff to do a brief submission of the importance of the postal service in Sayward.

CARRIED

MOTION R25/48
MOVED AND SECONDED

THAT the Village of Sayward pay the \$100.00 fee for government membership to Heritage BC.

CARRIED

MOTION R25/49
MOVED AND SECONDED

THAT Council receive correspondence e) and f).

CARRIED

MOTION R25/50
MOVED AND SECONDED

THAT Council directs the A/CAO to attend and support the work of the Committee and report back to Council.

NO VOTE WAS CALLED

8. Council Reports - None

9. Reports of Committees – None

10. Mayor's Report – Verbal Report RE: Comox Valley Regional District - Introduction of the Property Tax Requisition Impact to Residential Properties

MOTION R25/51
MOVED AND SECONDED

THAT Council receive the Mayor's Report.

CARRIED

11. Unfinished Business

a) Municipal Services Agreement

MOTION R25/52
MOVED AND SECONDED

WHEREAS the Village and the Strathcona Regional District (SRD) had an existing Municipal Services Agreement for the provision of services which expired;

AND WHEREAS Council previously directed staff to engage SRD with the intention of renewing the agreement for a further period;

THEREFORE, BE IT RESOLVED THAT Council approves the renewal of the Municipal Services Agreement with the Strathcona Regional District;

AND THAT the Mayor and A/Chief Administrative Officer be authorized to execute the agreement on behalf of the Village.

CARRIED

12. Staff Reports

a) Regional Grant Opportunity – UBCM Emergency Operations Centre

MOTION R25/53

MOVED AND SECONDED

THAT the report from the A/Chief Administrative Officer be received.

CARRIED

MOTION R25/54

MOVED AND SECONDED

THAT as part of the Village of Sayward's ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2025 Emergency Operation Centre grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District; and,

THAT the Village of Sayward agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

CARRIED

b) Grant Application – Disc Golf Project

MOTION R25/55

MOVED AND SECONDED

WHEREAS the Outdoor Recreation Council of BC offers grant funding to support community recreation initiatives;

THEREFORE, BE IT RESOLVED THAT Council directs staff to proceed with submitting a grant application to the Outdoor Recreation Council of BC for the development of a Disc Golf Course within the Village;

AND THAT the Village commits to providing a matching contribution of 50%, totaling \$4,000, to support the project in budget 2025.

Opposed Mayor Baker, Cllr Coates, Cllr Johnson

DEFEATED

c) Kelsey Centre Boiler Replacement Project

MOTION R25/56

MOVED AND SECONDED

WHEREAS the failure of both boilers at the Kelsey Centre has created an urgent need for replacement to maintain building operations and occupant safety;

AND WHEREAS the estimated cost of replacing both boilers is \$123,000, with potential partial insurance coverage pending;

AND WHEREAS funding is available through the Growing Communities Fund and Gas Tax Fund, with staff recommending an equal split between both sources;

THEREFORE, BE IT RESOLVED THAT Council approves the boiler replacement project for the Kelsey Centre in its 2025 budget, with funding split 50/50 between the Growing Communities Fund and Gas Tax Fund;

AND THAT the Chief Administrative Officer be authorized to direct-award the contract to expedite completion of the project as soon as possible.

Opposed Cllr Coates, Cllr Johnson

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports

a) Recreation Department Statistics – December 2024

MOTION R25/57

Moved AND SECONDED

THAT Council receives this report for information.

CARRIED

b) Finance Department Update

MOTION R25/58

Moved AND SECONDED

THAT Council receives this report for information.

CARRIED

14. Bylaws - None

15. New Business

a) Establishment of a staff appreciation line for the 2025 budget.

MOTION R25/59

Moved AND SECONDED

THAT \$6000.00/annum is designated for a new line item in the 2025 Budget and Financial Plan for Staff Appreciation.

Opposed Cllr Burchett, Cllr Coates, Cllr Poulsen

DEFEATED

16. Public Question Period

- a)** Sandy Ostertay of 120 Dyer Drive: Raised concerns for Village of Sayward's water supply security due to logging in the watershed as well as a proposed windfarm licence in the Newcastle Ridge area.

17. In Camera

MOTION R25/60

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.

CARRIED

18. Adjournment

The meeting was adjourned at 9:20pm.

Mayor

Corporate Officer