



**VILLAGE OF SAYWARD
COMMITTEE OF THE WHOLE MEETING MINUTES
February 11, 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
Michelle Davis, Recreation Manager

1. Call to Order

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

2. Public Input

- a) Sarah Levin of 441 MacMillan Drive – Requests she facilitate a community mural project in the Village and be provided information on the approval process.

Mayor Baker requested that a formal proposal including costs and ideas for content be presented at the next regular meeting of Council.

3. Introduction of Late Items - None

4. Approval of Agenda

- a) The In Camera portion of the Committee of the Whole Meeting of Council for Tuesday February 11, 2025 was removed from the agenda.
- b) The re-scheduling of the In Camera portion of the Committee of the Whole Meeting of Council for Tuesday February 11, 2025 was added to the agenda as New Business 12.a).

MOTION C25/4

MOVED AND SECONDED

THAT the agenda for the Committee of the Whole Meeting of Council for Tuesday, February 11, 2025, be approved as amended.

CARRIED

5. Petitions and Delegation - None

6. Correspondence - None

7. Council Reports - None

8. Reports of Committees - None

9. Mayor's Report- None

10. Unfinished Business - None

11. Staff Reports

a) **Financial Plan Operating and Capital Program - 2025-2029**

Direction to Staff to bring the Fees and Charges Bylaw for review at a future COW Meeting.

MOTION C25/5

MOVED AND SECONDED

THAT Staff apply for the \$25,000 LGMA Responsible Conduct Resource Administration Fund.

CARRIED

Direction to Staff to bring information about vacancy tax and shifting the tax burden from residential to industrial to review at a future COW Meeting.

A recess was called at 8:11pm. The meeting resumed at 8:16pm with no change in council present or staff in attendance.

MOTION C25/6

MOVED AND SECONDED

THAT the purchase of a new lawnmower be funded from the Growing Communities Fund.

CARRIED

MOTION C25/7

MOVED AND SECONDED

THAT the Local Government Climate Action Reserve funds be used for the Drainage Improvement Project.

CARRIED

MOTION C25/8

MOVED AND SECONDED

THAT \$265,000 of the Growing Communities Reserve fund be used for the Drainage Improvement Project.

CARRIED

MOTION C25/9
MOVED AND SECONDED

THAT Staff return grant funds received for the Kelsey Centre Air Conditioning project or request permission to reallocate funds for an alternate project.

CARRIED

MOTION C25/10
MOVED AND SECONDED

THAT the Kelsey Centre Pool remains closed until the results from the Strathcona Regional District Kelsey Centre Committee are received for review and discussion by council.

Opposed Cllr Burchett CARRIED

A recess was called at 10:35pm and resumed at 10:39pm with the same members of Council present and staff in attendance.

Direction to Staff bring back to Council a report on recommendations for streetlighting keeping in mind community safety and cost savings.

MOTION C25/11
MOVED AND SECONDED

THAT the meeting be extended to 11:30pm.

Opposed Cllr Burchett CARRIED

MOTION C25/12
MOVED AND SECONDED

THAT staff or a third party look into grant funding for turning the water and sani-dump at the campground into "pay and play".

Opposed Cllr Burchett CARRIED

MOTION C25/13
MOVED AND SECONDED

THAT staff investigate service request fees and create new G/L line for public works revenue.

CARRIED

Councillor Burchett left the meeting at 11:00pm.

MOTION C25/14
MOVED AND SECONDED

THAT \$5,000 be allocated for a contingency fund.

CARRIED

Direction to Staff to look at 10% and 15% increases in taxes with shifts of burden between property classes.

Direction to Staff to investigate separating utility fees from the property taxes to a quarterly payment model.

Direction to Staff to investigate to a water meter program.

MOTION C25/15
MOVED AND SECONDED

THAT Council receives the Financial Plan Operating and Capital Program 2025-2029 Staff Report.

CARRIED

12. New Business

- a) Re-scheduling of the In Camera portion of the Committee of the Whole Meeting of Council for Tuesday February 11, 2025.

MOTION C25/16
MOVED AND SECONDED

THAT the In Camera portion of the Committee of the Whole Meeting of Council for Tuesday February 11, 2025 be rescheduled to a Special Council Meeting on Thursday February 13, 2025 at 7:00pm.

CARRIED

13. Public Question Period - None

14. In Camera - None

15. Adjournment

MOTION C25/17
MOVED AND SECONDED

THAT the Committee of the Whole Meeting of Council for Tuesday February 11, 2025 be adjourned.

CARRIED

The meeting was adjourned at 11:22pm.

Original Signed

Mayor

Original Signed

Corporate Officer