



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
March 18, 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
Councillor Debbie Coates
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

- a) Sarah Levine of 441 MacMillan Drive is seeking approval for a 12' x 7' mural on the wall between the washrooms in the Kelsey Centre Lobby. She displayed artist concept drawings, explaining the design and explained that all the paint will be donated, and local artists will work on the project.

Cllr Johnson inquired if this is the same project discussed previously but now shifted to the Kelsey Centre. Ms. Levin confirmed this is the same project shifted to the Kelsey Centre because there were complications with regards to protecting the outdoor murals and the cost of that.

Cllr Burchett recommended this topic be added to the agenda of the next council meeting.

CAO Thomas advised that the plan will be refined and put in the package for council to review at a future council meeting.

3. Introduction of Late Items - None

4. Approval of Agenda

CAO Thomas advised prior to the meeting that the delegation from 6.c) Sayward Community Health Society Accommodation Project would not be presenting to Council at this meeting.

MOTION R25/61

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for **March 18, 2025**, be approved as presented.

CARRIED

5. Minutes of Previous Meetings

MOTION R25/62

MOVED AND SECONDED

THAT the minutes from the Committee of the Whole meeting held on **January 14, 2025**, be adopted as presented.

CARRIED

MOTION R25/63

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on **February 4, 2025**, be adopted as presented.

CARRIED

Direction to Staff to bring motion (R25/50), for which no vote occurred, back to council at the next meeting.

MOTION R25/64

MOVED AND SECONDED

THAT the minutes from the Committee of the Whole meeting held on **February 11, 2025**, be adopted as presented.

CARRIED

MOTION R25/65

MOVED AND SECONDED

THAT the minutes from the Re meeting held on **March 11, 2025**, be adopted as presented.

CARRIED

MOTION R25/66

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on **December 5, 2023**, be adopted as presented.

CARRIED

CAO Thomas advised he would follow up with the SRD on plans to complete the transition to the shared fire services agreement which would include a public information session hopefully with Area A Director Whalley in attendance.

MOTION R25/67
MOVED AND SECONDED

THAT the minutes from the Special Council meeting held on **February 13, 2025**, be adopted as presented.

CARRIED

6. Petitions and Delegations

a) Ozcar Daze Slo-Pitch Society – Kirk Bibbons and Dan Smart

MOTION R25/68
MOVED AND SECONDED

THAT Council accept the proposal of the Oscar Daze Slo-Pitch Society as written.

CARRIED

CAO Thomas explained that a Kelsey Centre washroom schedule will be developed.

Cllr Burchett suggested non-perishable food donations to the Sayward Food Bank be collected from tournament campers due to the low camping fees.

b) BCEHS Community Paramedics – Gregory Litschke, Agnes Pringle, and Nathaniel Pottage

7. Correspondence

a) City of Abbotsford – Mayor Ross Siemens

MOTION R25/69
MOVED AND SECONDED

THAT Council support the City of Abbotsford in their request.

Opposed Cllr Burchett

CARRIED

b) UBCM President re: Renewal of Membership – Trish Mandewo

MOTION R25/70
MOVED AND SECONDED

THAT the village pay the 2025 UBCM membership fees.

CARRIED

Councillor Johnson recused himself from the meeting at 7:42pm citing perception of conflict of interest.

c) Sayward Futures Society

MOTION R25/71
MOVED AND SECONDED

THAT Council receives this correspondence for information.

Opposed Cllr Burchett

CARRIED

MOTION R25/72

Moved AND SECONDED

THAT Council endorses and supports Sayward Futures Society as the designated organization responsible for providing Visitor Services in the community.

Opposed Cllr Burchett CARRIED

MOTION R25/73

Moved AND SECONDED

THAT this endorsement remains in effect until the Village decides otherwise.

Opposed Cllr Burchett, Cllr Poulsen DEFEATED

MOTION R25/74

Moved AND SECONDED

THAT Sayward Futures Society submit a request annually for endorsement when they receive their request from Destination BC.

Opposed Cllr Coates CARRIED

d) Sayward Futures Society

MOTION R25/75

Moved AND SECONDED

THAT Council receives this correspondence for information.

Opposed Cllr Burchett CARRIED

Councillor Johnson returned to the meeting at 8:04pm.

e) BC Salmon Farmers Association's Annual General Meeting

MOTION R25/76

Moved AND SECONDED

THAT Council receives this correspondence for information.

Opposed Cllr Burchett CARRIED

8. Council Reports

a) Cllr Coates – Vancouver Island Regional Library Board

MOTION R25/77

Moved AND SECONDED

THAT Council receives this council report for information.

CARRIED

9. Reports of Committees

a) Resolutions from COTW – February 11, 2025

MOTION R25/78

MOVED AND SECONDED

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

CARRIED

MOTION R25/79

MOVED AND SECONDED

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

CARRIED

MOTION R25/80

MOVED AND SECONDED

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

CARRIED

MOTION R25/81

MOVED AND SECONDED

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

CARRIED

MOTION R25/82

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 R25/83

MOVED AND SECONDED

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

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION R25/84

MOVED AND SECONDED

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

Opposed Mayor Baker, Cllr Burchett, Cllr Coates, Cllr Johnson, Cllr Poulsen

DEFEATED

MOTION R25/85
MOVED AND SECONDED

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

CARRIED

MOTION R25/86
MOVED AND SECONDED

THAT \$5,000.00 be allocated for a contingency fund.

Opposed Mayor Baker, Cllr Coates, Cllr Johnson, Cllr Poulsen

DEFEATED

MOTION R25/87
MOVED AND SECONDED

THAT \$20,000.00 be allocated for a contingency fund.

Opposed Cllr Burchett

CARRIED

b) Resolutions from COTW – March 11, 2025

MOTION R25/88
MOVED AND SECONDED

THAT Council hold a Special Meeting of Council in March to discuss the priorities and the Kelsey Centre.

Opposed Cllr Burchett

CARRIED

MOTION R25/89
MOVED AND SECONDED

THAT the Special Meeting of Council to discuss priorities and the Kelsey Centre be held on Wednesday March 19, 2025, at 7:00pm.

CARRIED

MOTION R25/90
MOVED AND SECONDED

THAT staff invite the non-profit society that oversees the Sayward Health Clinic to do a presentation to Council regarding their budget and funding.

CARRIED

MOTION R25/91
MOVED AND SECONDED

THAT the Parks budget for Diesel & Oil- Kubota Mower be increased from \$1,100 to \$2,500.

CARRIED

MOTION R25/92
MOVED AND SECONDED

THAT a new gazebo ramp be funded from the Growing Communities Fund.

Opposed Mayor Baker, Cllr Coates, Cllr Johnson **DEFEATED**

MOTION R25/93
MOVED AND SECONDED

THAT the Property Tax Rate for Class 1 – Residential increase by 6.61% for 2025.

Opposed Cllr Burchett **CARRIED**

MOTION R25/94
MOVED AND SECONDED

THAT the Capital Budget be brought back to the next meeting.

CARRIED

c) SRD's Kelsey Centre Review Committee Minutes

MOTION R25/95
MOVED AND SECONDED

THAT Council receive SRD's Kelsey Centre Review Committee Minutes.

CARRIED

10. Mayor's Report - None

11. Unfinished Business

a) Draft – Infrastructure Risk Assessment Criteria and Framework (AMP)

MOTION R25/96
MOVED AND SECONDED

THAT Council receives this report for information and discussion.

CARRIED

12. Staff Reports

a) Grant Opportunity – FireSmart Community and Funding Supports

MOTION R25/97
MOVED AND SECONDED

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

CARRIED

MOTION R25/98
MOVED AND SECONDED

THAT as part of the Village of Sayward's ongoing work in relation to wildfire risk reduction that an application for financial assistance under the Community Resiliency Investment 2025-2026 FireSmart Community and Funding Supports grant be authorized for submission to the Union of BC Municipalities; and,

THAT the Village of Sayward commits its willingness to provide overall grant management if the application is successful.

CARRIED

b) Water System Inspection Report – March 10, 2025

MOTION R25/99

MOVED AND SECONDED

THAT Council receives this inspection report for information.

CARRIED

MOTION R25/100

MOVED AND SECONDED

THAT the A/CAO take all necessary steps to achieve compliance.

Opposed Cllr Burchett

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports

a) Recreation Department Statistics – January 2025

MOTION R25/101

MOVED AND SECONDED

THAT Council receives this report for information.

CARRIED

Direction to Staff to clarify if the 27 village users are different people or the same people on separate visits.

14. Bylaws - none

15. New Business - None

16. Public Question Period

- a) Sheri Braun of 713 Ruby Road advised that she is a Kelsey Centre employee and wanted to know why the \$70,000 for boiler replacement was put under recreation and not under infrastructure/buildings.

CAO Thomas clarified that the most important aspect is that Council earmarks funds for the boiler replacement. He also advised that the new boilers are fully installed, and that the programming of the system is scheduled for this Friday.

17. In Camera

MOTION R25/102

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 10:39PM.

Original Signed

Mayor

Original Signed

Corporate Officer