



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
DECEMBER 5, 2023
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 Kohen Gilkin
Councillor Sue Poulsen
Councillor Tom Tinsley (via Teams)

In Attendance: Keir Gervais, CAO/CO
Melissa Holmes, Finance/Admin Clerk

1. Call to Order

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

2. Public Input

- a) Lorna Agnew of 754 Sayward Road: informed Council that she is making progress with her wish to have the speed limit reduced on Sayward Rd. *Mayor Baker thanked Mrs. Agnew for the update.*

3. Introduction of Late Items

- a) Councillor Burchett requested that Council discuss the Village's printing policy.

MOTION R23/270

MOVED AND SECONDED

THAT the Village's printing policy be added to the agenda.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

- b) Councillor Burchett requested that Council discuss the RCMP heat pump plan.

MOTION R23/271

MOVED AND SECONDED

THAT the RCMP Heat Pump plan be added to the agenda.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

4. Approval of Agenda

CAO Gervais presented an amendment to the title of agenda item Council Reports 8.b) to be "Verbal Report: SRD Written Reports- Councillor Burchett"

MOTION R23/272

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for December 5, 2023, be approved, as amended.

CARRIED

5. Minutes of Previous Meetings

MOTION R23/273

MOVED AND SECONDED

THAT the minutes from the Special Council meeting held on October 24, 2023, be deferred to the December 19, 2023 Regular Council meeting.

CARRIED

MOTION R23/274

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on October 3, 2023, be deferred to the December 19, 2023 Regular Council meeting.

CARRIED

MOTION R23/275

MOVED AND SECONDED

THAT the minutes from the Special Council meeting held on November 7, 2023, be deferred to the December 19, 2023 Regular Council meeting.

CARRIED

6. Petitions and Delegations - None

7. Correspondence

- a)** Letter from Alex Turner – Proposal for Evening Workshop to discuss governance/service delivery options
- b)** Michele Babchuk, MLA RE Happy Halloween - October Update
- c)** UBCM, Approval Letter RE Village of Sayward 2023/24 Community to Community Program Application
- d)** AVICC, 2024 Resolutions Notice Request for Submissions
- e)** AVICC, 2024 Call for Nominations for AVICC Executive
- f)** AVICC, Call for Session Submissions
- g)** AVICC, Student Participation Program
- h)** AVICC, Climate & Health Community Gathering

MOTION R23/276

MOVED AND SECONDED

THAT correspondence b), d), e), f), g) and h) be received.

CARRIED

MOTION R23/277

MOVED AND SECONDED

THAT the topic of the correspondence (dissolution) from Mr. Alex Turner be discussed by Council during a Committee of the Whole meeting during the first half of 2024.

CARRIED

MOTION R23/278

MOVED AND SECONDED

THAT correspondence a) and c) be received.

CARRIED

8. Council Reports

a) Verbal Report: Strathcona Gardens Expansion – Councillor Burchett

MOTION R23/279

MOVED AND SECONDED

THAT Mayor Baker provides a written report regarding the Strathcona Gardens expansion following the December 13, 2023 SRD Board meeting.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

b) Verbal Report: SRD Written Reports- Councillor Burchett

9. Reports of Committees – None

10. Mayor's Report

a) Request for support from Ministry of Municipal Affairs

MOTION R23/280

MOVED AND SECONDED

THAT the Village of Sayward Council unanimously support a request for governance assistance from the Ministry of Municipal Affairs.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

b) Verbal - Dec 15, 2023 Truck Parade

MOTION R23/281

MOVED AND SECONDED

THAT the Village of Sayward Council allocate \$1,000 towards Christmas decorations for the 2023 truck parade, and that staff report back to Council with source of funds at a later date.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION R23/282
MOVED AND SECONDED

THAT fifty percent of the \$1,000 Christmas decorating budget is spent on items from local artisans.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

Mayor Baker called a recess of the Regular Council meeting at 8:13 p.m.

The Regular Council meeting reconvened at 8:23 p.m.

The attendance of Council and Staff was the same as at the time the recess was called.

11. Unfinished Business - None

12. Staff Reports

a) Fire Protections Services Agreement – Keir Gervais, CAO

MOTION R23/283
MOVED AND SECONDED

THAT Council receives and discusses Fire Protection Services Agreement Staff Report; and,
THAT Council direct staff to further investigate the concept of a sub-regional service model for fire protection through the SRD for the Village of Sayward and Sayward Valley Area A; and,

THAT a further report be prepared for the Council's consideration on December 19, 2023.

CARRIED

b) Community to Community Forum with We Wai Kai First Nation and Wei Wai Kum First Nation – Keir Gervais, CAO

MOTION R23/284
MOVED AND SECONDED

THAT Council receives the Community to Community Forum with We Wai Kai First Nation and Wei Wai Kum First Nation report for discussion; and,

THAT Council inform staff which of the proposed *forum* event dates it will attend; and,

THAT Council direct staff to schedule the *forum* events with We Wai Kai First Nation and Wei Wai Kum First Nation.

CARRIED

c) Regular Council Meeting Schedule – Keir Gervais, CAO

MOTION R23/285
MOVED AND SECONDED

THAT Council approves the attached 2024 Regular Council Meeting Schedule as presented noting that the July, August and September meetings are varied from Council Procedure Bylaw No. 416, 2015.

CARRIED

MOTION R23/286

MOVED AND SECONDED

THAT the resolution be amended to remove the December 17, 2024 Regular Council meeting from the schedule.

Opposed Cllr Burchett

CARRIED

a) CAO Update - Verbal - Keir Gervais, CAO

MOTION R23/287

MOVED AND SECONDED

THAT Council receive the CAO Update – Verbal report for information and discussion; and,

THAT staff continue to record the in-camera Council meetings until the end of Council's term; and,

THAT staff bring back to Council an in-camera meeting recording policy by June 30, 2024.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION R23/288

MOVED AND SECONDED

THAT the Village of Sayward not have single-person oversight over meeting videos and files.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

13. Emergency Services/Public Works/Recreation Department Reports

a) Kelsey Recreation Centre Report October 2023 - Michelle Davis, Recreation Manager

MOTION R23/289

MOVED AND SECONDED

THAT Council receive the Kelsey Recreation Centre October 2023 staff report for information and discussion.

CARRIED

14. Bylaws - None

15. New Business – None

16. Public Question Period

- a)** Milena Gradisar of 261 Ambleside Drive: asked for clarification that there is currently one staff person with access to the video recordings of the in-camera Council meetings, and what would happen if the staff person died. *Mayor Baker explained that the Village would contact the contracted IT firm for help*
- b)** Alex Turner of 1727 Sayward Rd.: asked why Council wouldn't move together in a prompt way toward a solution (re: dissolution of the municipality of the Village of Sayward)?

Councillor Poulsen commented that Council earlier resolved a decision on the matter as presented and suggested that Mr. Turner consider returning as delegation before Council.

- c) Lee Ettinger of 220 Sayward Heights: informed Council that information about Strathcona Gardens re-development initiative can be found on the SRD website.
- d) Jackie Lyons of 291 Ambleside Drive: Pointed out that Mayor Baker mistakenly read out "Council Procedure Bylaw No. 416, 2025" earlier where it should be "Council Procedure Bylaw No. 416, 2015". *Mayor Baker acknowledged the error and indicated the correction would be made.* Mrs. Lyons asked if she could comment about an earlier comment made by Councillor Poulsen. Mayor Baker suggested that any complaint about an elected official should be submitted in writing to the Village.

17. In Camera

MOTION R23/290

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*:

- Section 90(1)(c) labor relations or other employee relations,
- Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- Section 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment,
- Section 90(1)(g) Litigation or potential litigation impacting the local government; and,
- Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

18. Adjournment

MOTION R23/291

MOVED AND SECONDED

THAT the Regular Meeting of Council for December 5, 2023 be adjourned.

CARRIED

The meeting was adjourned at 10:59 pm.

Original Signed

Mayor

Original Signed

CAO/Corporate Officer