



**VILLAGE OF SAYWARD  
REGULAR COUNCIL MEETING MINUTES  
APRIL 18, 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  
Councillor Kohen Gilkin  
Councillor Sue Poulsen  
Councillor Tom Tinsley

**In Attendance:** Keir Gervais, CAO  
Lisa Clark, CFO/Corporate Officer  
Jennifer Redshaw, Finance/Admin Clerk

**1. Call to Order**

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

**2. Introduction of Late Items**

- a) CAO Gervais requested that Community Works Fund Staff Report be added as item 11.d)
- b) CAO Gervais requested that 2023 Tax Rates Bylaw No 500, 2023 be added as item 13.e)

**3. Approval of Agenda**

**MOTION R23/97  
MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for April 18, 2023, be approved as amended.

**CARRIED**

**4. Minutes of Previous Meetings**

**MOTION R23/98  
MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on April 4, 2023, be adopted as amended.

THAT the minutes from the Special Council meeting held on April 12, 2023 be adopted.

**CARRIED**

**5. Petitions and Delegations - None**

**6. Correspondence**

- a) Oscar Daze Committee – RE: request for support for Oscar Daze 2023
- b) Sayward Futures Society, Ken McRae, Chair – RE: request for support for Canada Day 2023
- c) Letter to Council, Sheila Archer – RE: power outage data
- d) Ministry of Jobs, Economic Development and Innovation, Matthew Scott-Moncrieff, Director – RE: REDIP Grant Application
- e) Island Coastal Economic Trust, Brodie Guy, Chief Executive Officer – RE: Status of Rural Advisory Application

**MOTION R23/99**

**MOVED AND SECONDED**

THAT correspondence c) to e) be received.

**CARRIED**

**MOTION R23/100**

**MOVED AND SECONDED**

THAT correspondence a) be received; and,

THAT staff be directed to contact the organizers of Oscar Daze to obtain further information regarding this event.

**CARRIED**

**MOTION R23/101**

**MOVED AND SECONDED**

THAT correspondence b) be received; and,

THAT the request for support for Canada Day 2023, be approved.

**CARRIED**

**7. Council Reports - None**

**8. Reports of Committees - None**

**9. Mayor's Report - None**

**10. Unfinished Business - None**

**11. Staff Reports**

- a) UBCM Community to Community Forum (C2C) Grant – Keir Gervais, CAO

**MOTION R23/102**

**MOVED AND SECONDED**

THAT Council receive the UBCM Community to Community Forum (C2C) Grant staff report for information and discussion; and,

THAT staff be directed to begin building relations with counterparts at K'omoks First Nations, We Wai Kai First Nation, and Wei Wai Kum First Nations and ultimately determine if C2C Forum opportunities with each First Nation is possible.

**CARRIED**

**b) Follow-up: Backyard Chickens – Keir Gervais, CAO**

**MOTION R23/103**

**MOVED AND SECONDED**

THAT Council receive the Follow-up: Backyard Chickens staff report for information and discussion; and,

THAT staff be directed to prepare a further report regarding this matter for Council's consideration.

**CARRIED**

**c) Public Nuisance Bylaw – Lisa Clark, CFO/CO (returned from April 4, 2023 meeting)**

**MOTION R23/104**

**MOVED AND SECONDED**

THAT Council receive the Public Nuisance Bylaw staff report for information and discussion.

**CARRIED**

**MOTION R23/105**

**MOVED AND SECONDED**

THAT Council direct staff to prepare a DRAFT Public Nuisance Bylaw, reflecting Option #2 in the Public Nuisance Bylaw staff report, for the May 2, 2023 Council meeting.

**Opposed Cllr Tinsley Opposed Cllr Poulsen**

**CARRIED**

**d) Community Works Fund (CWF) transfer for 2022- Lisa Clark, CFO/CO**

**MOTION R23/106**

**MOVED AND SECONDED**

THAT Council receive the Community Works Fund (CWF) transfer for 2022 Report for information and discussion.

**CARRIED**

**MOTION R23/107**

**MOVED AND SECONDED**

THAT Council approves a transfer from the Community Works Fund Reserve in the amount of \$141,690 for the Newcastle Dam Decommissioning project.

**CARRIED**

**12. Emergency Services/Public Works/Recreation Department Reports - None**

**13. Bylaws**

**a) Council Procedure Amendment Bylaw No. 496, 2023**

**MOTION R23/108  
MOVED AND SECONDED**

THAT Council Procedure Amendment Bylaw No. 496, 2023 be given fourth and final reading.

**Opposed Cllr Poulsen CARRIED**

**b) Reserve Fund Establishment Amendment Bylaw No. 497, 2023**

**MOTION R23/109  
MOVED AND SECONDED**

THAT Reserve Fund Establishment Amendment Bylaw No. 497, 2023 be given first, second and third reading.

**CARRIED**

**c) Five Year Financial Plan Bylaw No. 498, 2023**

**MOTION R23/110  
MOVED AND SECONDED**

THAT Five Year Financial Plan Bylaw No. 498, 2023 be given first, second and third reading.

**CARRIED**

**d) Fees & Charges Amendment Bylaw No. 499, 2023**

**MOTION R23/111  
MOVED AND SECONDED**

THAT Fees & Charges Amendment Bylaw No. 499, 2023 be given first, second and third reading.

**CARRIED**

**e) 2023 Tax Rates Bylaw No. 500, 2023**

**MOTION R23/112  
MOVED AND SECONDED**

THAT 2023 Tax Rates Bylaw No. 500, 2023 be given first, second and third reading.

**CARRIED**

**14. New Business - None**

**15. Public Question - None**

**16. In Camera - None**

**17. Adjournment**

**The meeting was adjourned at 8:05 PM**

Original signed by "M. Baker"  
**Mayor**

Original signed by "L. Clark"  
**Corporate Officer**