



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 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.

Council: Mayor Mark Baker
Councillor Scott Burchett (via Teams)
Councillor Kohen Gilkin
Councillor Sue Poulsen
Councillor Tom Tinsley

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

1. Call to Order

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

2. Public Input

a) Alex Turner of 1727 Sayward Road: In the Agenda under Correspondence, there are 6 letters, the recommended resolution refers to correspondence a) to e) being received. I don't see where it will be discussed whether the Garden Club will be excused from the monthly \$25.00 fee in the Sayward News. *Mayor Baker advised that if there is a request contained in any correspondence, then those items are pulled for discussion and received separately from items not being discussed.*

b) Mark Agnew of 754 Sayward Road: Looking for an update regarding his request for a reduction in the speed limit on Sayward Road. This is a public safety commitment that the Village of Sayward should have like they do for other village residents. *CAO advised that the speed limit on that stretch of road is MOTI jurisdiction.*

Direction to Staff: Investigate the process for speed limit reduction on Sayward Road and bring back to the October 3, 2023 council meeting.

3. Introduction of Late Items

a) CAO Gervais requested Staff Report 12. h) be moved to the October 3, 2023 meeting.

4. Approval of Agenda

MOTION R23/231

MOVED AND SECONDED

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

Opposed Cllr Burchett CARRIED

5. Minutes of Previous Meetings

MOTION R23/232

MOVED AND SECONDED

THAT the minutes from the Special Council meeting held on August 1, 2023, be adopted.

Opposed Cllr Burchett CARRIED

MOTION R23/233

MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on August 15, 2023, be adopted.

Opposed Cllr Burchett, Cllr Poulsen CARRIED

6. Petitions and Delegations

- a) Nathaniel (Nat) Potage, Clinical Operations Manager for the North Island District, BC Emergency Health Services RE: upcoming changes to deployment of ambulance services in the Sayward Valley area.

7. Correspondence

- a) Letter from Liquor and Cannabis Regulation Branch RE: Engagement Paper- Temporary Liquor Store Relocation
- b) Letter from Liquor and Cannabis Regulation Branch RE: Background- Prescribed ID
- c) Email from BC Epilepsy Society RE: Request for Proclamation
- d) Letter from UBCM RE: 2023 FireSmart Community Funding and Supports
- e) Letter from Sayward Garden Club RE: Request to Forgive Sayward News Advertising

MOTION R23/234

MOVED AND SECONDED

THAT correspondence a), b), and d) be received.

CARRIED

MOTION R23/235

MOVED AND SECONDED

THAT Council complete the 2024 BC Epilepsy Proclamation at the next council meeting; and, THAT the proclamation be placed in the March 2024 issue of the Sayward News.

CARRIED

**MOTION R23/236
MOVED AND SECONDED**

THAT Council approve the request to waive fees for the Garden Club's informational articles in the Sayward News.

CARRIED

**MOTION R23/237
MOVED AND SECONDED**

THAT correspondence c) and e) be received.

CARRIED

8. Council Reports – None

9. Reports of Committees – None

10. Mayor's Report – None

11. Unfinished Business – None

12. Staff Reports

a) Council Action List, deferred from August 15, 2023 meeting – Keir Gervais, CAO

**MOTION R23/238
MOVED AND SECONDED**

THAT Council receives the Council Action List staff report for information and discussion.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

b) Permissive Tax Exemptions 2024 – Lisa Clark, CFO/CO

**MOTION R23/239
MOVED AND SECONDED**

THAT Council received the Permissive Tax Exemptions 2024 staff report for information and discussion.

CARRIED

**MOTION R23/240
MOVED AND SECONDED**

THAT Staff be directed to prepare a Permissive Tax Exemption bylaw for the Royal Canadian Legion - Branch 147 and the Nature Trust of BC for a period of 5 years for Council to consider at the October 3, 2023 council meeting.

Opposed Cllr Poulsen

CARRIED

**MOTION R23/241
MOVED AND SECONDED**

THAT Staff begin negotiations with The Nature's Trust to extend Kelly's Trail and provide safe parking for tourists and locals on Sayward Road.

CARRIED

c) Lightning Detection Equipment Agreement – Lisa Clark, CFO/CO

MOTION R23/242

MOVED AND SECONDED

THAT Council receives the Lightning Detection Equipment Agreement staff report for information and discussion.

CARRIED

Agreement deferred to October 3, 2023 council meeting

d) Grant Applications – Approved Funding – Lisa Clark, CFO/CO

MOTION R23/243

MOVED AND SECONDED

THAT Council receives the Grant Applications – Approved Funding staff report for information and discussion.

CARRIED

MOTION R23/244

MOVED AND SECONDED

THAT the 2023-2027 Financial Plan be amended to incorporate \$20,000 from the regional UBCM CEPF ESS grant, \$30,000 from the regional UBCM CEPF EOC grant, \$70,000 from the ICET Rural Advisory Program grant, \$99,360 from the UBCM CRI FireSmart grant, and \$5,000 from the BC Healthy Communities Plan H Community Connectedness grant, to fund the projects identified in the September 5, 2023 report from the CFO.

CARRIED

MOTION R23/245

MOVED AND SECONDED

THAT the 2023-2027 Financial Plan be amended to transfer \$10,000 from the Growing Communities Fund for the Firehall #1 generator project.

CARRIED

e) Financial Variance Report – Lisa Clark, CFO/CO

MOTION R23/246

MOVED AND SECONDED

THAT Council receives the Budget Variance Report to July 31, 2023 staff report for information and discussion.

CARRIED

On direction from the Mayor, staff removed Cllr Burchett from the meeting at 8:09 pm.

**MOTION R23/247
MOVED AND SECONDED**

THAT the 2023-2027 Financial Plan be amended to transfer \$2,750 from operating surplus to fund the budget overages identified in the September 5, 2023 report from the CFO.

Opposed Cllr Poulsen CARRIED

f) Grant in Aid Request – Sayward Tour de Rock Committee – Lisa Clark, CFO/CO

**MOTION R23/248
MOVED AND SECONDED**

THAT Council receives the Grant in Aid Request – Sayward Tour de Rock Committee staff report for information and discussion; and,

THAT the in-kind donations requested by the Sayward Tour de Rock Committee in their letter dated August 20, 2023 be approved.

CARRIED

Direction to Staff: Send a letter to the Tour de Rock Committee advising them of the approval of their Grant in Aid request.

g) Response to Request for Feedback into OCP Update – Keir Gervais, CAO

**MOTION R23/249
MOVED AND SECONDED**

THAT Council receive the Response to Request for Feedback into OCP Update staff report for information and discussion.

Opposed Cllr Poulsen CARRIED

**MOTION R23/250
MOVED AND SECONDED**

THAT Council direct staff to inform We Wai Kai First Nation and Wei Wai Kum First Nation of Council's willingness to grant an extension as outlined in option 2.

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports

a) Recreation Centre – August 2023 – Michelle Davis, Recreation Manager

**MOTION R23/251
MOVED AND SECONDED**

THAT Council receives the Recreation Centre August 2023 staff report for information and discussion.

CARRIED

14. Bylaws – None

15. New Business – None

16. Public Question Period

- a) 1) Milena Gradisar of 261 Ambleside Drive: I sent a letter to CAO Gervais regarding the severe loose dog problem in the Village of Sayward. Nothing happened. I went to the village office and Jennifer said my letter should go to all of Council, but that it was too late for the current meeting (August 15, 2023) Where did the letter go? Did anyone see it? *CAO Gervais advised that Public Works followed up with a couple of animal related complaints and he committed to getting the information and following up with Ms. Gradisar tomorrow (September 6, 2023)*
- 2) Last meeting, I noticed that Mayor Baker, Cllr Gilkin and Cllr Tinsley always agree, and Cllr Poulsen and Cllr Burchett don't get the opportunity to speak. *Mayor Baker advised that this is democracy where 5 people are voting and if 3 vote together, then the vote is carried. Cllr Tinsley recommended that Ms. Gradisar review previous meeting minutes to see the diversity of voting.*
- b) William Ives of 121 Seaview Street: When on Council in 2018/2019, the Nature Trust was not interested in entertaining putting a parking lot on Sayward Road because it would impede on the landscape that is there for the wildlife, and that is what they presented back to Council.
- c) Jason Johnson of 151 Seaview Street: Regarding the OCP, Urban Systems was charged with coming up with a full scope at the time it was originally awarded. I am wondering if identifying all stakeholders was part of the scope at that time and if so, included in the original cost statement? *Mayor Baker directed CAO Gervais to get back to Mr. Johnson.*
- d) William Ives of 121 Seaview Street: Regarding a speed limit reduction on Sayward Road: In 2018/2019 what I initially proposed to council at the time, and they blessed, was not supported by the Ministry because it was the entire length of the village. What generated that was a proposed new crosswalk and the speed being 70km/hr would make it unsafe for 18 wheelers etc. and could create an accident. So, we did get a speed limit reduction. We wanted it further out to the edge of the village, but the Ministry did not want that then. They may change their minds now. There is history there if you want to look it up.
- e) William Ives of 121 Seaview Street: The budget is a living breathing document and every year I've been here it's been amended and changed. Situations demand that money move, so to split hairs doesn't help anybody here, or on social media, and it should stop.

17. In Camera

MOTION R23/252

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; and,

- 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.

CARRIED

18. Adjournment

MOTION R23/253

MOVED AND SECONDED

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

CARRIED

The meeting was adjourned at 9:10 pm.

Original signed by "M. Baker"
Mayor

Original signed by "K. Gervais"
CAO / Recording Secretary