



**VILLAGE OF SAYWARD
SPECIAL COUNCIL MEETING MINUTES
OCTOBER 24, 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
Councillor Kohen Gilkin
Councillor Sue Poulsen
Councillor Tom Tinsley

Staff: Keir Gervais, CAO/Recording Secretary

1. Call to Order

Meeting was called to order at 7:00 pm.

2. Public Input

- a) Jackie Lyons of 291 Ambleside Dr.: Asked Mayor Baker if Village funds/taxpayer money is being used for a law case he has against John France. *Mayor Baker stated 'no'.*

3. Introduction of Late Items

- a) CAO Gervais requested the letter from Sayward Community Food Table RE: request for letter of support be added to the agenda – added as 7. a).

MOTION S23/20

MOVED AND SECONDED

THAT the letter from Sayward Community Food Table RE: request for letter of support be added to the agenda – added as 7. a).

CARRIED

- b) CAO Gervais requested the staff Memo Meeting Procedure Error October 17, 2023 be added to the agenda – added as 15. a).

MOTION S23/21

MOVED AND SECONDED

THAT the staff Memo RE Meeting Procedure Error October 17, 2023 be added to the agenda – added as 15. a).

Opposed Cllr Burchett

CARRIED

- c) Councillor Burchett requested the topic of public access to Council meetings via Teams and the related policies and procedures in place that have or have not been voted on, be added to the agenda.

MOTION S23/22

MOVED AND SECONDED

THAT the topic of public access to Council meetings via Teams and the policies and procedures in place that have or have not been voted on, be added to the agenda.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

- d) Councillor Burchett requested a written staff report be provided by the CAO RE: the CAO's attendance to the 2023 UBCM Convention.

MOTION S23/23

MOVED AND SECONDED

THAT a written staff report be provided by the CAO RE: the CAO's attendance to the 2023 UBCM Convention.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

- e) Councillor Burchett requested the SRD Fire Services Agreement be added to the agenda.

MOTION S23/24

MOVED AND SECONDED

THAT the SRD Fire Services Agreement be added to the agenda.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

- f) Councillor Burchett requested that staff provide an update RE: negotiations with The Nature Trust of BC per Kelly's Trail parking.

MOTION S23/25

MOVED AND SECONDED

THAT staff provide an update RE: negotiations with The Nature Trust of BC per Kelly's Trail parking.

Opposed Mayor Baker, Cllr Tinsley, Cllr Gilkin

DEFEATED

MOTION S23/26

MOVED AND SECONDED

THAT Council continue with the agenda, moving on from Introduction of Late Items.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

4. Approval of Agenda

MOTION S23/27

MOVED AND SECONDED

THAT the agenda for the Special Meeting of Council for October 24, 2023, be approved, as amended.

Opposed Cllr Burchett

CARRIED

5. Minutes of Previous Meetings

The meeting minutes from the Regular Council Meeting held October 3, 2024 deferred to the next council meeting.

6. Petitions and Delegation - None

7. Correspondence

MOTION S23/28

MOVED AND SECONDED

THAT Council directs staff to write a letter on behalf of the Village of Sayward in support of the Sayward Community Food Table's grant application.

CARRIED

8. Council Reports

- a) Request for staff to engage with The Nature Trust of BC staff RE parking at Kelly's Trail – Councillor Poulsen

MOTION S23/29

MOVED AND SECONDED

THAT Council direct staff to engage with The Nature Trust of BC staff RE: parking at Kelly's Trail as soon as possible.

CARRIED

9. Reports of Committees - None

10. Mayor's Report - None

11. Unfinished Business - None

12. Staff Reports

- a) **Heat Pump Replacement - Sayward RCMP Detachment – Keir Gervais, CAO**

MOTION S23/30

MOVED AND SECONDED

THAT Council authorize the CAO to purchase a replacement heat pump for the RCMP detachment at 610 Kelsey Way up to \$16,427.72; and,

THAT staff be directed to report back to Council at the November 21, 2023 Regular Council Meeting with funding options for the heat pump replacement for Council's consideration.

CARRIED

b) Consideration of Backyard Chickens (Hens) – Keir Gervais, CAO

MOTION S23/31

MOVED AND SECONDED

THAT Council receive the Backyard Chickens staff report for information and discussion; and,

THAT Council direct staff to research possible issues with animal to animal and animal to human conflict and report findings to Council in January.

CARRIED

c) Request to Cancel the November 7, 2023 Regular Council Meeting – Keir Gervais, CAO

MOTION S23/32

MOVED AND SECONDED

THAT Council receive the Request to Cancel the November 7, 2023 Regular Council Meeting staff report; and

THAT Council approve the cancellation of the November 7, 2023 Regular Council Meeting, and direct staff to advertise accordingly.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports - None

14. Bylaws

a) Permissive Tax Exemption Bylaw No. 503, 2023 – Keir Gervais, CAO

MOTION S23/33

MOVED AND SECONDED

THAT Permissive Tax Exemption Bylaw No. 503, 2023 be given fourth and final reading.

Opposed Cllr Burchett

CARRIED

15. New Business

a) Meeting Procedure Error October 17, 2023 Memo – Keir Gervais, CAO

MOTION S23/34

MOVED AND SECONDED

THAT Council receive the Meeting Procedure Error October 17, 2023 Memo for information.

Opposed Cllr Burchett

CARRIED

16. Public Question Period

- a) Jackie Lyons of 291 Ambleside Dr.: *Expressed her opposition to backyard chickens, noting issues in the Village with cats and dogs, messy back yards and unsightly premises and the lack of readily available bylaw enforcement.*
- b) Bill Ives of 121 Seaview St.: *Provided information about previous efforts to engage The Nature Trust of BC regarding parking in the area of Kelly’s Trail. Mr. Ives stated that when staff begin becoming familiar with the area they will learn the current parking area is not The Nature Trust of BC’s.*

17. In Camera

**MOTION S23/35
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.
- Section 90(1)(g) Litigation or potential litigation impacting the local government
- Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

The meeting was adjourned at 9:57 PM

Original Signed

Mayor

Original Signed

CAO/Corporate Officer