



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
OCTOBER 3, 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
Jennifer Redshaw, Finance/Admin Clerk
Melissa Holmes, Finance/Admin Clerk

1. Call to Order

The meeting was called to order at 7:04 pm.

2. Public Input

- a) Lorna Agnew of 754 Sayward Road: What is happening with the speed limit on Sayward Road? *CAO indicated he has not yet had the opportunity to follow-up with the Ministry of Transportation and Infrastructure.*
- b) Lorna Agnew of 754 Sayward Road: Asked for an update regarding staff's research into the past zoning changes around 754 Sayward Road. *CAO indicated that Village staff have and continue to research the issues brought forward.*

3. Introduction of Late Items

- a) Cllr Burchett requested late correspondence from Melina Gradisar to be added to the agenda – added as 7. g)
- b) Cllr Burchett requested a report from the CAO RE: UBCM be added to the agenda – added as 12. c)
- c) Cllr Burchett requested a report from the CAO RE: Economic Development Officer be added to the agenda – added as 12. d)

4. Approval of Agenda

**MOTION R23/254
MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for October 3, 2023, be approved, as amended.

CARRIED

5. Minutes of Previous Meetings

**MOTION R23/255
MOVED AND SECONDED**

THAT the minutes from the Regular Council meeting held on September 5, 2023, be adopted, as amended.

Opposed Cllr Burchett, Cllr Poulsen CARRIED

**MOTION R23/256
MOVED AND SECONDED**

THAT the minutes from the Special Council meeting held on September 12, 2023, be adopted as amended.

Opposed Cllr Burchett, Cllr Poulsen CARRIED

6. Petitions and Delegations - None

7. Correspondence

- a) Letter from UBCM RE: 2023 Next Generation 911 Funding
- b) Letter from UBCM RE: Complete Communities Funding – *Land Use and Infrastructure Analysis for Zoning Modernization project*
- c) Letter from Sayward Futures Society RE: Letter of Support Request
- d) Letter from Sayward Futures Society RE: Request for Continued Use – Kelsey Centre
- e) Community Share Shed Report- August 2023
- f) Letter from Sayward School Parent Advisory Committee RE: 49th Annual Giant Stocking Raffle
- g) Letter from Milena Gradisar of Sayward RE: Loose Dog Issue

**MOTION R23/257
MOVED AND SECONDED**

THAT correspondence a), b), e) and f) be received.

CARRIED

**MOTION R23/258
MOVED AND SECONDED**

THAT the Village of Sayward recognizes the importance of Kelsey Bay Wharf and fully supports Sayward Futures Society in its endeavor to secure funding and resources to ensure that the Kelsey Bay Wharf remains open to the public as well as commercial traffic; and,

THAT the Village of Sayward provide a Letter of Support to Sayward Futures Society at the earliest convenience so that it may be used to secure possible provincial and/or federal funding, realizing time is of the essence.

CARRIED

**MOTION R23/259
MOVED AND SECONDED**

THAT the Village of Sayward understands that the music series offered by the SVFMS is of benefit to residents of both the Village of Sayward and Valley residents; and,

THAT Mayor and Council direct staff to ratify the current agreement for 2023 to include the past three (3) events and the remaining three (3) events under the same terms and conditions as the six (6) original events; and

THAT Mayor and Council direct staff to work with SFS to establish a working agreement for 2024 SVFMS music series with the same terms as the 2023 agreement.

CARRIED

Staff directed to notify the organizers of the music series of Council's decision as soon as possible.

**MOTION R23/260
MOVED AND SECONDED**

THAT correspondence g) be received.

CARRIED

8. Council Reports – None

9. Reports of Committees – None

10. Mayor's Report – None

11. Unfinished Business

**MOTION R23/261
MOVED AND SECONDED**

a) BC Epilepsy Society 2024 Proclamation (returned from Sept 5, 2023 meeting)

Recommended Resolutions:

WHEREAS Purple Day is celebrated on March 26 annually, during Epilepsy Awareness Month, to increase the knowledge and understanding of epilepsy in the community;

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS On Purple Day, people in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness;

AND WHEREAS There are over 50,000 people in British Columbia, over 380,000 people in Canada and over 65 Million people worldwide living with epilepsy;

AND WHEREAS The onset of epilepsy can occur at any stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day can improve the quality of life of people living with epilepsy, create a society that embraces the beauty of difference and help us understand how we can all come together to make the world a better place:

NOW THEREFORE I, **Mayor Baker**, DO HEREBY PROCLAIM Tuesday March 26th, 2024 as "PURPLE DAY" in the **Village of Sayward**.

CARRIED

12. Staff Reports

a) Application to Rezone 18 Sayward Rd (Adama Developments) – Kevin Brooks, Planner

MOTION R23/262

MOVED AND SECONDED

THAT Council give proposed zoning amendment bylaw No. 504 first and second reading; and,

THAT Council direct staff to report back to Council with the proposed CAC for Council consideration prior Public Hearing.

CARRIED

b) Grant in Aid Request – Secret Santa Committee – Lisa Clark, CFO/CO

MOTION R23/263

MOVED AND SECONDED

THAT Council receives the Grant in Aid Request – Secret Santa Committee staff report for information and discussion.

CARRIED

MOTION R23/264

MOVED AND SECONDED

THAT the grant in aid of \$500 requested by the Secret Santa Committee in their application dated September 11, 2023 be approved.

CARRIED

c) Verbal Update 2023 UBCM Convention - Keir Gervais, CAO

The Mayor declared a recess at 8:06 pm and the meeting reconvened at 8:31 pm.

d) Verbal Update Economic Development Coordinator - Keir Gervais, CAO

MOTION R23/265

MOVED AND SECONDED

THAT Council Staff Report c) and Staff Report d) be received.

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

MOTION R23/266

MOVED AND SECONDED

THAT Permissive Tax Exemption Bylaw No. 503, 2023 be given first, second and third reading.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

b) Zoning Amendment Bylaw No. 504, 2023

MOTION R23/267

MOVED AND SECONDED

THAT Zoning Amendment Bylaw No. 504, 2023 be given first and second reading.

CARRIED

15. New Business – None

16. Public Question Period

a) Mark Agnew of 754 Sayward Road: Asked for an update regarding staff's research into the past zoning changes around 754 Sayward Road. *Mayor Baker indicated to Mr. Agnew that the CAO reported earlier in the meeting that staff is working on a report. CAO Gervais reiterated that the matter is complicated Village staff have and continue to research the issues brought forward.*

b) Milena Gradisar of 261 Ambleside Drive: Asked if there is an issue with the microphone used for public question periods, as not everything could be heard during a portion of the question period at the previous Council meeting. *Mayor Baker advised that staff will look into this matter.*

- c) Karen Tinsley of 531 Macmillan Drive: Asked about an update regarding the allowance of backyard chickens; specifically, is the matter being dropped? *CAO Gervais stated that is working on this matter as time permits, and confirmed the matter is not being dropped.*
- d) Lorna Agnew of 754 Sayward Road: Asked what goes on during in-camera meetings. for an update regarding staff's research into the past zoning changes around 754 Sayward Road. *Mayor Baker indicated to Mr. Agnew that the CAO reported earlier in the meeting that staff is working on a report. CAO Gervais reiterated that the matter is complicated Village staff have and continue to research the issues brought forward.*
- e) Lorna Agnew of 754 Sayward Road: Asked why the rezoning application for 18 Sayward Road seems to be receiving more attention versus her inquiries into previous rezoning around 754 Sayward Road. *Mayor Baker indicated that the rezoning application for 18 Sayward Road has been before Council for four years, and that the CAO has already indicated that staff are working on the matters related to previous rezoning around 754 Sayward Road.*
- f) Milena Gradisar of 261 Ambleside Drive: Asked about what would happen if there was an accident or fatality at the parking area at the head of Kelly's Trail. *Mayor Baker explained that the property where the parking area is owned by Nature's Trust.*
- g) Steve Ralph of 1664 Sayward Road: Asked if there is a bullying issue within Council and if Council is going to deal with it? *The Mayor stated that in-camera business cannot be discussed publicly, and that the public will know the facts when Council rises and reports.*
- h) Karren McClinton 281 Ambleside Drive: Asked for clarity about the procedure for public question period. *Mayor Baker explained the Council Procedure Bylaw.*
- i) Milena Gradisar of 261 Ambleside Drive: Asked for an update about staff's response to the complaint about the loose dogs. CAO Gervais indicated he would follow-up with Ms. Gradisar the following day.

17. In Camera

MOTION R23/268

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.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

18. Adjournment

The meeting was adjourned at 10:39 pm.

Original Signed

Mayor

Original Signed

CAO/Recording Secretary