VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING AGENDA
JANUARY 24, 2023 - 7:00 PM
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.

1. **Call to Order**
2. **Introduction of Late Items**
3. **Approval of Agenda**

   Recommended Resolution:

   THAT the agenda for the Regular Meeting of Council for January 24, 2023, be approved.
4. **Minutes of Previous Meetings**

   Recommended Resolution:

   THAT the minutes from the Regular Council meeting held on January 3, 2022, be adopted.
5. **Petitions and Delegation**

   a) Mr. Craig Nielsen re: Public Nuisance Bylaw (noise) deliberations

   See attached document
6. **Correspondence**

   a) Letter from Sayward Futures Society

   Staff comments: There are a number of "asks" within this letter that are important in relation to the Council's Strategic Plan and to the community. Staff suggest at this time, that Council provide general guidance on next steps to Staff and that a follow-up report be prepared by Staff on any Council identified issues, past practices/contracts, and, SFS goals and tie into the Strategic Plan deserve consideration.

   b) AVICC, 2023 AGM & Convention, Resolutions Notice Request for Submissions

   c) AVICC, 2023 AGM & Convention, Call For Nominations For AVICC Executive

   Recommended Resolution:

   THAT correspondence a) to c) be received

7. **Council Reports**

   a) **Councillor Tinsley - Drainage Observations Report**

   Recommended Resolutions:

   THAT Council receives the Drainage Observations Report from Cllr Tinsley, and;

   That Staff be directed to further investigate emergency mitigation and response options and bring a report to the February 7, 2023 council meeting for information and discussion.

   b) **Councillor Burchett – January 19, 2023 MIFLAG meeting - verbal report**

   Recommended Resolution:

   THAT Council receive the MIFLAG meeting verbal report from Cllr. Burchett.

   c) **Councillor Poulsen – Sayward Community Food Table - report available at meeting**

   Recommended Resolution:

   THAT Council receive the Sayward Community Food Table report from Cllr. Poulsen.

8. **Reports of Committees - None**
9. **Mayor's Report - None**
10. **Unfinished Business - None**
11. **Staff Reports**

   a) **Committee of the Whole Meeting Date Changes – John France, Acting CAO**

   Recommended Resolutions:

   THAT Council receive the Committee of the Whole Meeting Date Changes report; and,

   THAT the COW meetings planned for January 24th and February 28th be moved to January 31st and March 14th respectively.

   b) **Demographics and Land Base Report December 2022 – John France, Acting CAO**

   Recommended Resolution:

   THAT Council receive, discuss, and approve the Demographics and Land Base Report December 2022.

   c) **Appointment of CAO and Authorization of Signing Authorities – Lisa Clark, CFO/CO**

   Recommended Resolutions:

   THAT Mr. Keir Gervais be appointed as Chief Administrative Officer for the Village of Sayward effective January 16, 2023; and,

   THAT Council authorizes Mayor Mark Baker, Deputy Mayor Tom Tinsley, Chief Administrative Officer Keir Gervais, and Chief Financial Officer Lisa Clark to be the signing authorities respecting municipal financial matters for the Village of Sayward.

d) Campground Rental Space CAO 2023 – John France, Acting CAO

Recommended Resolutions:

THAT Council receive the Campground Rental Space CAO 2023 report; and,

THAT Council approves the monthly campground rate of $350 for the CAO for 12 months ending January 2024 after which time the rate will be reviewed by Council.

e) Green and Inclusive Community Building (GICB) Grant Application 2023 Report – John France, Acting CAO

Recommended Resolutions:

THAT Council receive the Green and Inclusive Community Building (GICB) Grant Application 2023 Report; and,

THAT Council directs staff to contract with Urban Systems to complete the application for $7,000 plus disbursements; and,

THAT Staff is directed to submit the application to Infrastructure Canada.

f) Regional Grant Opportunity – UBCM Emergency Operation Centre – John France, Acting CAO

Recommended Resolutions:

THAT the report from the Chief Administrative Officer be received; and,

THAT as part of the Village of Sayward's ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2023 Emergency Operation Centre grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District (SRD); and,

THAT the Village of Sayward agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

g) Island Coastal Economic Trust (ICET) Campground Application 2023 – John France, Acting CAO

Recommended Resolutions:

THAT Council receive the Island Coastal Economic Trust (ICET) Campground Application 2023 report; and,

THAT Council directs staff to apply for an ICET grant and approves the contracting of Urban Systems to help complete the application for $1,200.

h) Parcel Tax and DCC Report 2023 – John France, Acting CAO

Recommended Resolutions:

THAT Council receive the Parcel Tax and DCC Report 2023 Report; and,

THAT Staff is directed to bring back a report on the cost to analyze a Parcel Tax for both revenue estimates and administrative support details.

i) Code of Conduct Bylaw – Lisa Clark, CFO/CO

Recommended Resolutions:

THAT Council receive the Code of Conduct bylaw staff report for information and discussion; and,

THAT the suggested wording from legal counsel be accepted; and,

THAT a Code of Conduct amendment bylaw be prepared for the February 7, 2023 regular council meeting.

j) Housing Needs Report December 2022 – John France, Acting CAO

THAT Council receive, discuss, and approve the Housing Needs Report December 2022.

k) Public Nuisance Bylaw – Lisa Clark, CFO/CO

Recommended Resolutions:

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

THAT Staff be directed to bring a draft Public Nuisance Bylaw to the February 7, 2023 council meeting for Council review.

12. Emergency Services/Public Works/Recreation Department Reports

a) Emergency Services Update – Tom Tinsley, EPC

Recommended Resolution:

THAT Council receive, discuss, and approve the Emergency Services Update report.

13. Bylaws

a) Revenue Anticipation Bylaw No. 493, 2023

Recommended Resolution:

THAT the Revenue Anticipation Bylaw No. 493, 2023 be given first, second and third reading.

b) Remuneration Amendment Bylaw No. 494, 2022

Recommended Resolution:

THAT Remuneration Amendment Bylaw No. 494, 2023 be given first, second and third reading.

14. New Business

15. Public Question Period (maximum 15 minutes)

Mayor: "The purpose of the public question period is to enable citizens to ask questions of Council about issues that are important to the citizen asking the question. Speakers are asked to limit their questions to one each and, if time permits after everyone has had an opportunity to ask questions, speakers may ask a second question. Citizens will be asked to state their name and address."

16. In Camera

Recommended Resolution:

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*:

- 90(1)(k) negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public.

17. Adjournment

VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING AGENDA
JANUARY 24, 2023 - 7:00 PM
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.

1. **Call to Order**
2. **Introduction of Late Items**
3. **Approval of Agenda**

   Recommended Resolution:

   THAT the agenda for the Regular Meeting of Council for January 24, 2023, be approved.
4. **Minutes of Previous Meetings**

   Recommended Resolution:

   THAT the minutes from the Regular Council meeting held on January 3, 2022, be adopted.
5. **Petitions and Delegation**

   a) Mr. Craig Nielsen re: Public Nuisance Bylaw (noise) deliberations

   See attached document
6. **Correspondence**

   a) Letter from Sayward Futures Society

   Staff comments: There are a number of "asks" within this letter that are important in relation to the Council's Strategic Plan and to the community. Staff suggest at this time, that Council provide general guidance on next steps to Staff and that a follow-up report be prepared by Staff on any Council identified issues, past practices/contracts, and, SFS goals and tie into the Strategic Plan deserve consideration.

   b) AVICC, 2023 AGM & Convention, Resolutions Notice Request for Submissions

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b) **Councillor Burchett – January 19, 2023 MIFLAG meeting - verbal report**

Recommended Resolution:

THAT Council receive the MIFLAG meeting verbal report from Cllr. Burchett.

c) **Councillor Poulsen – Sayward Community Food Table - report available at meeting**

Recommended Resolution:

THAT Council receive the Sayward Community Food Table report from Cllr. Poulsen.

8. **Reports of Committees - None**
9. **Mayor's Report - None**
10. **Unfinished Business - None**
11. **Staff Reports**

a) **Committee of the Whole Meeting Date Changes – John France, Acting CAO**

Recommended Resolutions:

THAT Council receive the Committee of the Whole Meeting Date Changes report; and,

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Recommended Resolution:

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Recommended Resolutions:

THAT Mr. Keir Gervais be appointed as Chief Administrative Officer for the Village of Sayward effective January 16, 2023; and,

THAT Council authorizes Mayor Mark Baker, Deputy Mayor Tom Tinsley, Chief Administrative Officer Keir Gervais, and Chief Financial Officer Lisa Clark to be the signing authorities respecting municipal financial matters for the Village of Sayward.

d) **Campground Rental Space CAO 2023 – John France, Acting CAO**

Recommended Resolutions:

THAT Council receive the Campground Rental Space CAO 2023 report; and,

THAT Council approves the monthly campground rate of $350 for the CAO for 12 months ending January 2024 after which time the rate will be reviewed by Council.

e) Green and Inclusive Community Building (GICB) Grant Application 2023 Report – John France, Acting CAO

Recommended Resolutions:

THAT Council receive the Green and Inclusive Community Building (GICB) Grant Application 2023 Report; and,

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Recommended Resolutions:

THAT the report from the Chief Administrative Officer be received; and,

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THAT the Village of Sayward agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

g) Island Coastal Economic Trust (ICET) Campground Application 2023 – John France, Acting CAO

Recommended Resolutions:

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THAT Council receive the Parcel Tax and DCC Report 2023 Report; and,

THAT Staff is directed to bring back a report on the cost to analyze a Parcel Tax for both revenue estimates and administrative support details.

i) **Code of Conduct Bylaw – Lisa Clark, CFO/CO**

Recommended Resolutions:

THAT Council receive the Code of Conduct bylaw staff report for information and discussion; and,

THAT the suggested wording from legal counsel be accepted; and,

THAT a Code of Conduct amendment bylaw be prepared for the February 7, 2023 regular council meeting.

j) **Housing Needs Report December 2022 – John France, Acting CAO**

THAT Council receive, discuss, and approve the Housing Needs Report December 2022.

k) **Public Nuisance Bylaw – Lisa Clark, CFO/CO**

Recommended Resolutions:

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

THAT Staff be directed to bring a draft Public Nuisance Bylaw to the February 7, 2023 council meeting for Council review.

12. Emergency Services/Public Works/Recreation Department Reports

a) **Emergency Services Update – Tom Tinsley, EPC**

Recommended Resolution:

THAT Council receive, discuss, and approve the Emergency Services Update report.

13. Bylaws

a) **Revenue Anticipation Bylaw No. 493, 2023**

Recommended Resolution:

THAT the Revenue Anticipation Bylaw No. 493, 2023 be given first, second and third reading.

b) **Remuneration Amendment Bylaw No. 494, 2022**

Recommended Resolution:

THAT Remuneration Amendment Bylaw No. 494, 2023 be given first, second and third reading.

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Mayor: "The purpose of the public question period is to enable citizens to ask questions of Council about issues that are important to the citizen asking the question. Speakers are asked to limit their questions to one each and, if time permits after everyone has had an

opportunity to ask questions, speakers may ask a second question. Citizens will be asked to state their name and address."

16. In Camera

Recommended Resolution:

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*:

- 90(1)(k) negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public.

17. Adjournment

VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
JANUARY 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.

Present: Mayor Mark Baker
Councillor Scott Burchett
Councillor Kohen Gilkin
Councillor Sue Poulsen
Councillor Tom Tinsley

In Attendance: John France, Acting CAO
Lisa Clark, CFO/Corporate Officer
Jennifer Redshaw, Finance/Admin Clerk

1. **Call to Order**

   Meeting was called to order at 7:01 PM

2. **Introduction of Late Items - None**

3. **Approval of Agenda**

   MOTION R23/1
   MOVED AND SECONDED

   THAT the agenda for the Regular Meeting of Council for January 3, 2023, be approved.

   CARRIED

4. **Minutes of Previous Meetings**

   MOTION R23/2
   MOVED AND SECONDED

   THAT the minutes from the Regular Council meeting held on December 6, 2022, be adopted.

   THAT the minutes from the Committee of the Whole meeting held on December 13, 2022 be adopted.

   CARRIED

5. **Petitions and Delegations - None**

6. **Correspondence**

   a) Congratulations - Ted Olynyk | Manager, Community Relations Vancouver Island
   b) North Island Timber Supply Review - Public Discussion Paper

MOTION R23/3
MOVED AND SECONDED

THAT correspondence a) to b) be received.

CARRIED

MOTION R23/4
MOVED AND SECONDED

THAT Cllr Burchett be authorized to attend a meeting with the Ministry of Forests regarding correspondence item b).

CARRIED

7. Council Reports

a) Drainage Issues on MacMillan – see email from Cllr Tinsley and CAO

8. Reports of Committees – Committee of the Whole meeting December 13, 2022

a) Sayward Futures Society – request for donation of supplies from the Kelsey Centre

MOTION R23/5
MOVED AND SECONDED

THAT Council endorse recommendation C22/12 made by the Committee of the Whole; and,

THAT the items requested for the Light Up Parade on December 16, 2022 be provided to Sayward Futures Society at no cost.

CARRIED

b) Council Dress Code

MOTION R23/6
MOVED AND SECONDED

THAT Council endorse recommendations C22/15 and C22/16 made by the Committee of the Whole; and,

THAT a dress code be added to the Code of Conduct bylaw; and,

THAT the topic of jeans in the dress code be discussed by Council at the January 3, 2023 regular meeting.

Opposed Cllr Burchett, Cllr Gilkin, Cllr Poulsen **DEFEATED**

c) Code of Conduct Bylaw

MOTION R23/7
MOVED AND SECONDED

THAT Council endorse recommendation C22/19 made by the Committee of the Whole; and,

THAT section 8(2) of the Code of Conduct bylaw be reviewed by legal counsel.

CARRIED

d) Council, Staff and Community Recognition and Gift Policy No 09-02

**** Cllr Poulsen declared a conflict of interest and left the meeting***

MOTION R23/8
MOVED AND SECONDED

THAT Council endorse recommendation C22/21 made by the Committee of the Whole; and,

THAT the purchase of gifts proceeds for the individuals listed in the staff report.

CARRIED

e) Memorial Plaque for former Mayor John MacDonald

MOTION R23/9
MOVED AND SECONDED

THAT Council endorse recommendation C22/22 made by the Committee of the Whole; and,

THAT the budget for the plaque be set at $2500 maximum; and,

THAT this item be included in the 2023 financial plan.

CARRIED

**** Cllr Poulsen returned to the meeting***

f) Committees Report

MOTION R23/10
MOVED AND SECONDED

THAT Council endorse recommendation C22/23 made by the Committee of the Whole; and,

THAT this report be added to the Strategic Planning session to be held in the spring of 2023.

CARRIED

9. Mayor's Report - None

10. Unfinished Business - None

11. Staff Reports

a) Relations Building Session – John France Acting CAO

MOTION R23/11
MOVED AND SECONDED

THAT Council receive the Relations Building Session 2023 Preparation report.

CARRIED

b) OCP Review, Issues and Schedule of Final Approval Process 2023 – John France Acting CAO

MOTION R23/12
MOVED AND SECONDED

THAT Council receive and discuss the OCP Review, Issues and Schedule of Final Approval Process 2023 report; and,

THAT Council proceed with first reading of the OCP bylaw at the February 21st council meeting.

CARRIED

c) Opportunity – UBCM FireSmart Community & Funding Supports – John France Acting CAO

MOTION R23/13
MOVED AND SECONDED

THAT the report from the Chief Administrative Officer be received; and,

THAT as part of the Village of Sayward's ongoing work in relation to wildfire risk reduction that an application for financial assistance under the Community Resiliency Investment 2023 FireSmart Community and Fundings Supports grant be authorized for submission to the UBCM; and,

THAT the Village of Sayward agrees to commit to overall grant management if the application is successful.

CARRIED

d) Council Remuneration Options – Return item – John France Acting CAO

MOTION R23/14
MOVED AND SECONDED

THAT Council receive, discuss, and provide Staff with direction on the Council Remuneration Options report; and,

THAT Council approves Option "C" in the staff report.

Opposed Cllr Burchett **CARRIED**

MOTION R23/15
MOVED AND SECONDED

THAT staff be directed to prepare an amendment bylaw to Bylaw No. 490 – Remuneration.

Opposed Cllr Burchett **CARRIED**

e) Revenue Anticipation Bylaw – Lisa Clark CFO

MOTION R23/16
MOVED AND SECONDED

THAT Staff be directed to prepare a Revenue Anticipation Bylaw for the January 17, 2023, council meeting; and,

THAT the Mayor and Corporate Officer be authorized to sign the necessary forms to procure the temporary loans with the Municipal Finance Authority.

CARRIED

f) Discussion on the Orientation binder

MOTION R23/17
MOVED AND SECONDED

THAT Council receive the Orientation binder presentation.

CARRIED

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

13. Bylaws - None

14. New Business - None

15. Public Question Period - None

16. In Camera

MOTION R23/18
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*:

- 90(1)(c) labor relations or other employee relations,
- 90(1)(k) negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

17. Rise & Report

MOTION IC22/106
MOVED AND SECONDED

THAT Council receives the OCP Review staff report.

CARRIED

MOTION IC22/107
MOVED AND SECONDED

THAT Council approve option 3 in the staff report regarding First Nation consultation.

CARRIED

MOTION IC23/3
MOVED AND SECONDED

THAT Council approves the hiring of Keir Gervais as the Village of Sayward Chief Administrative Officer effective January 16, 2023.

CARRIED

MOTION IC23/5
MOVED AND SECONDED

THAT this item be added to a future meeting for discussion; and,

THAT staff be directed to contact the letter writer to let them know that Council will be looking at a recognition program in the future, but this particular item should be addressed directly through the Fire Department.

CARRIED

18. Adjournment

The meeting was adjourned at 9:35 PM

_____
Mayor

_____
Corporate Officer

Village of Sayward

From: Sheila Archer <sheila@appaloosaproject.info> on behalf of craig.nielsen@sasktel.net
Sent: Wednesday, January 11, 2023 12:37 PM
To: Village of Sayward
Subject: Letter and Presentation for Council - Jan. 17th Meeting
Attachments: January 11 Lettter to council with docs.docx

Dear Village Office,

Attached is a letter and a copy of my presentation for January 17th's council meeting regarding possible amendments to the noise bylaw.

As noted in my cover letter, the information I am presenting is technical in nature to some degree. I am therefore requesting that you distribute a copy of the attached to each member of council to allow adequate time for review prior to the meeting.

Thank in advance for your consideration and I look forward to the opportunity to present this information to council.

Sincerely,

Craig Nielsen
(250) 201-7076

January 11, 2023
Craig Nielsen
420 MacMillan Drive
Sayward, BC
V0P 1R0

Mayor and Council
Village of Sayward
652-A H'Kusam Way
P.O. Box 29
Sayward, BC
V0P 1R0

Dear Mayor and Council,

I would like to make a presentation to Council at the January 17th Council meeting about potential changes to the village's noise bylaw, specifically pertaining to the operation of generators during power outages at night.

I have attached two documents, the first which summarizes my presentation and a second which supports the first with cited evidence. I have submitted them to you so that they may be circulated to the mayor and each of the councillors before the meeting. There is a fair amount of technical information in them, so please be sure that they each get a copy to allow adequate review before the meeting. Also, if necessary, please put me on the agenda so that I can speak to the proposed change to the noise bylaw.

If you have any questions, please feel free to contact me at craig.nielsen@sasktel.net or using the phone number below.

Thank you for your consideration,

Craig Nielsen
(250) 201-7076

Craig Nielsen's Presentation to Council: January 17th, 2023

Sleep is essential to human health and well-being. Most of the time we don't think about this but losing even a little sleep has serious medical consequences, and these are magnified the older we are and the more health problems we have. For detailed information on this, please see the attached appendix, Section 1, for list of scientific papers describing the serious impacts of even minor sleep deprivation on humans.

At the same time, most people would agree that having electrical power is essential to human well-being. In Sayward, where power disruptions are more frequent than in the average urban municipality, using a generator to provide household electricity for cooking and heating has been a common practice for decades.

What is new to Sayward is the arrival of whole house generators that turn on automatically when a power outage occurs.

Though to date only a few Sayward homes have installed this type of generator, an unforeseen complication has arisen. Generators create high levels of noise, and this new type of generator runs at any hour, day, or night as soon as there's a power outage. Even a brown-out will make them start up, after which they automatically run for 10 minutes before shutting themselves down.

This means that if an outage or brown-out occurs at night, a high level of noise is created during the time window that our current bylaw prohibits. Even generators advertised as being "quiet-running" do not run at lower than 65 dB, which is not quiet (see Section 4 of the attached appendix for information on how sound levels are measured). Furthermore, a generator can be advertised as producing a particular sound level when operating, but be louder when installed, simply because of where and how it was placed. For example, nearby buildings provide hard surfaces that can reflect sound towards neighboring homes.

However, since we agree that residents who need to run a generator in the night require a way to be able to do that without causing a violation of the noise bylaw, There are effective solutions.

We already know when sound levels can't be excessive – and that nighttime window already exists in the current Sawyard noise bylaw – it's 8 pm to 7 am.

Next, we need to determine an acceptable limit to set for noise being made at night. Fortunately, there has been a great deal of scientific research done on this. Informed by this work, The World Health Organization has developed guidelines from this information and recommends that urban noise levels at nighttime not exceed 40 dB on an annual basis. A survey of the noise bylaws in use across Canadian urban municipalities reveals that those which have set a nighttime sound level limit chose 45 dB, as measured at the property line (see appendix Section 3 for examples of these bylaws collected during my survey).

The nighttime window varies from one municipality to the next, but the noise level limit permitted does not - 45 dB is the norm. This is great news, because it means that there's legal agreement amongst municipal governments, setting a precedent to protect residents from excessive nighttime noise which our council can use as a template.

In a few simple steps, Sayward can join the Canadian municipalities that have already followed the WHO guidelines and clearly articulated how much noise can be made during the nighttime by residents:

1. Add a clause to our bylaw stating a maximum night-time generated sound level for generators of 45 db. Include a description of where the sound level will be measured - at the property line of the sound emitter, and when - between the hours of 8 pm and 7 am.

2. Direct any resident who wishes to be able to run a generator during the nighttime to take any actions necessary to ensure their generator is compliant with the bylaw, which may take the form of external baffles and/or a muffling box.

3. Residents can test the effectiveness of their generator's sound muffling at their shared property lines using a cell phone, which can be used as a sound meter by downloading a free or purchased app. Measurements should be taken in the evening, when ambient sound is lower than it is during the daytime. If the sound level measured at the property line is above 45 dB, additional muffling is necessary or the generator must be switched off during the hours when people are sleeping.

This proposed amendment to Sayward's noise bylaw is a win for everyone. Just as with dog owners, the onus is placed on the generator owners to manage the noise levels of their machines. This takes the pressure off the municipality which may not have the resources to enforce a noise bylaw effectively. Residents who want to run a generator at night can do so, provided they comply with the bylaw's noise level limit. Most importantly, the municipality's residents can sleep undisturbed by generator noise, as is their right. After all, why do all urban municipalities have noise bylaws with nighttime noise level restrictions? Because sleep is fundamental to human well-being.

Appendix

Section 1: Why Protect Your Sleep?

Long before scientific research verified for us that sleep is essential to human health, humans knew that having their sleep messed with was bad for them. Turns out it doesn't just feel awful, it causes us harm. Since the 1950's, our understanding of this threat to human health has grown, and we now know there are many negative health impacts associated with sleep disruption. The following 2014 scientific paper summarizes these effects:

https://pubmed.ncbi.nlm.nih.gov/26483931/

The negative impacts of sleep loss that scientific research has revealed include:

- Daytime fatigue
- High blood pressure
- Obesity
- Heart failure
- Impaired immune function
- Neurological damage

It's the last one on the list that took a while for researchers to understand, but recent studies have revealed a critical event that occurs in our brains during slow wave sleep – something that only happens when we sleep without interruption – the brain rinses itself clean:

Deep Sleep Gives Your Brain a Deep Clean - Scientific American

The above article describes why we need deep, undisturbed sleep to be neurologically healthy.

Until this discovery, it was known that sleep deprived people are impaired, equivalent to a .08 breathalyser test result, but we didn't know why, and it was easier to brush aside a loss of a night's sleep as being something one could easily recover from. Unfortunately, new research reveals that's not necessarily so. Our brains are fragile and easily damaged by toxic waste buildup that must be removed daily. If we don't get adequate sleep, we get behind, with devastating consequences.

β-Amyloid accumulation in the human brain after one night of sleep deprivation - PubMed

As this research indicates, the changes that lead to diseases like Alzheimer's can start after a single night of sleep deprivation, even in young adults. Over time, cumulative damage caused by sleep deprivation can lead to several neurological disorders, including Alzheimer's and Parkinson's:

Sleep Loss Promotes Astrocytic Phagocytosis and Microglial Activation in Mouse Cerebral Cortex | Journal of Neuroscience

Sleep deprivation increases Alzheimer's protein | National Institutes of Health (NIH)

Section 2: Why Do Municipalities Prohibit Excessive Noise at Night with Noise Bylaws?

Noise bylaws preserve human health and well-being. Whether each of us is consciously aware of it or not, we need to protect our ability to sleep. In urban settings, residential lots are relatively small, we live close together, so there's potential for one resident's activities to make enough noise that they negatively impact the well-being of their neighbours.

A survey of urban noise bylaws in Canada will reveal that they tend to incorporate what science has determined to be the sound threshold above which noise will wake up a sleeping person. This is particularly true in larger urban centres, which have had to take action to set limits on daytime and nighttime noise levels for residential and commercial areas.

These bylaws set the limit for residential nighttime noise levels according to the scientifically determined threshold above which an average human will awaken from sleep. According to the WHO (World Health Organization), to achieve restful sleep the maximum ambient sound in a room should be 30 dB or less.

https://www.who.int/europe/news-room/fact-sheets/item/noise#:~:text=How%20loud%20is%20too%20loud,good%20teaching%20and%20learning%20conditions.

Further, the WHO recommends night noise levels not exceed 40 dB on average on an annual basis. Given this, urban municipalities tend to set their noise bylaw limits between 40 to 45 dB, as measured at the property line (eg. Port Coquitlam, Edmonton, Calgary).

Typically, a noise bylaw that includes a maximum noise level simply sets a maximum, though it may include a few examples of noise-producing machines such as air conditioners and heat pumps. There are also some sources of noise that are always disallowed (eg. Barking dog), and some that are given an exemption (eg. Emergency vehicles).

Industry is also paying attention to the WHO guidelines, as this natural gas company's policy regarding noise levels measured in residential communities adjacent to their operations shows:

BC Noise Control Guidelines

Section 3: Survey of the Noise Bylaws of Canadian Urban Municipalities:

In preparing my presentation, I looked up the noise bylaws of many urban municipalities across Canada. Here is the list of communities that were in my survey which used a nighttime noise limit measured in dB:

Insert list here

Here are a few highlights that may be helpful to counsellors as they consider the question:

Abbotsford – night noise window limit is set at 45 dB

file:///C:/Users/spott/OneDrive/Pictures/Saved%20Pictures/City%20of%20the%20Dead/Sound%20Regulation%20Bylaw,%202017%20-%20Abbotsford.html

I found that larger centres tended to have slightly higher noise level limits for nighttime, for example, Edmonton, where the night noise limit in a residential setting is set at 50 dB:

https://www.edmonton.ca/sites/default/files/public-files/assets/Bylaws/C14600.pdf?cb=1636577417?cb=1673390944

This is also true for Port Coquitlam. Noise levels permitted are 50 dB during the day, 45 dB at night, and this only applies to air conditioners and heat pumps, generators are prohibited from operating at night:

https://www.portcoquitlam.ca/city-government/bylaw-services/frequently-asked-questions/#:~:text=Decibel%20levels%20may%20not%20exceed,am%20on%20the%20following%20day.

While some communities do not have articulated noise level limits, they do set and enforce "quiet time" windows with very similar lists of prohibited and exempted noise producers:

Port Alberni

file:///C:/Users/spott/OneDrive/Pictures/Saved%20Pictures/City%20of%20the%20Dead/4718_4804NoiseBylaw_PortAlberni.pdf

Regional District of Nanaimo – this is included here because although it is not an urban municipality, the bylaw includes a clause that articulates when excessive noise due to an emergency might be exempted. However, the idea behind this exemption is that it be applied during an emergency, and not excessively or unreasonably. If a sound can be muffled, it should be, and generators, while they are emergency equipment, are not difficult to muffle.

file:///C:/Users/spott/OneDrive/Pictures/Saved%20Pictures/City%20of%20the%20Dead/Nanaimo%20noise%20bylaw%20-%20this%20one%20has%20an%20exemption%20for%20emergency%20use%20that%20might%20fit%20Janet.pdf

The bylaws were remarkable in their similarity. Virtually all set out blocks of time from evening to morning during which most types of noise were not permitted. I found no bylaws that explicitly allowed the operation of generators at night, during designated "quiet time". Instead, I found that larger communities had adopted the WHO's guideline for a noise level limit during the night hours. All urban centres where air conditioners run at night during hot spells had implemented this approach.

Taking the air conditioner to be the nearest thing to a generator, a parallel can be made. Both can be argued to be essential – during a heat wave, a resident must be able to run an air conditioner to maintain health and well-being. Likewise in winter, a resident must be able to run their electric heating system and will require a generator to do that if the power is off.

While both machines in this comparison can produce high levels of noise, exemptions are not granted as this would result in excessive night time noise, negatively impacting other residents. Instead, municipalities have set maximum nighttime noise levels for any machine involved in heating, ventilation or cooling. Edmonton, Port Coquitlam and .... provide examples of well-articulated bylaws of this kind.

I did not find any examples of exemptions for residents causing excessive noise with a generator, under any circumstances. The only exceptions were applied to noise made by vehicles used by emergency workers and municipal employees during things like snow plowing.

Section 4: Measurement and Enforcement

Sound level is measured using the decibel scale. This scale works quite differently from how we measure temperature in degrees. With a thermometer, each degree is the same size in effect. The decibel scale is logarithmic. That means only a small increase in dB level results in a very large increase in sound level. Here are the basic rules of how to work with a decibel scale:

Change in dB	**Change in Sound Intensity/Energy**
An increase of 3 dB	doubled
A decrease of 3 dB	halved
An increase of 10 dB	Increased by a factor of 10
A decrease of 10 dB	Decreased by a factor of 10
An increase of 20 dB	Increased by a factor of 100
A decrease of 20 dB	Decreased by a factor of 100

Looking at an estimated noise level that a so-called "quiet run" generator could be expected to produce, one might think, "Oh, 65 dB, that's not very loud," but in fact, it's **100 times louder** than 45 dB, the maximum noise level permitted in the example bylaws I have provided.

Urban municipalities that have implemented noise bylaws with limits that are measured in decibels, need a simple, objective way to measure what they are regulating.

Any cell phone can become a hand-held sound meter by downloading one of several apps. Note that not all sound meter apps are equally accurate – the following four apps were tested for accuracy by the National Institute for Occupational Safety and Health (NIOSH):

- NoiSee
- Noise Hunter
- SoundMeter
- SPLnFFT

Full details on how they were tested can be found in this article:

https://www.safetynewsalert.com/do-smartphone-apps-provide-accurate-noise-measurement/

Sound-Proofing a Generator: Resources for Homeowners

A quick Google search will reveal that there are several options available to someone who needs to limit the noise their home generator is producing. Here are some of them:

Many residential backup generators operate at lower noise levels due to their clever design, which may include a sound-attenuated enclosure. However, if you find yourself wanting or needing to reduce noise from your generator, you have a few options.

- **Sound-Absorbing Enclosure**: These protect your standby generator from the weather, and keep the noise down, too. Aftermarket sound-proof barrier boxes are also available for standby generators (eg. https://www.zombiebox.com/)
- **Acoustic Barriers**: Various versions of these barriers are available, from freestanding, moveable versions to permanent solutions.
- **Isolation Mounts**: Placing the generator on an isolation mount made of rubber-type padding can help keep vibrations from the generator from reaching other structural components. Thus, the mounts will help keep things quieter.

As noted above, aftermarket sound-proof boxes can be purchased, or you can build your own. Here is an article that describes how to build a sound-muffling box for a generator:

How to Build a Soundproof Box for a Generator in 8 Simple Steps - A Quiet Refuge

Acoustic barriers can be placed between your generator and the property lines you share with your neighbors. Here's an article:

January 3, 2023

Dear Mayor and Council

We hope that this letter finds you well and all have enjoyed time with family and friends over the holidays. 2023 looks bright and a new year is upon us already.

This letter is to update Mayor and Council on some of the changes within Sayward Futures Society and there are some items for Mayor and Council review and discussion.

Like many small organizations with limited capacity (further complicated by the Covid-19 pandemic), the new Board at Sayward Futures Society (SFS) understood there was a backlog of work needing to be done. This work starts with foundational documents that govern the work and priorities of the organization. SFS recently held a strategic planning meeting whereby close examination of our constitution was the focus.

A new draft of priorities for the organization was developed that while not finalized, better reflects the goals and work of the organization today. We undertook the following approach to this scope of work:

- What does our community, being the Sayward Area (Valley and Village) need?
- Is there currently a group, person or organization addressing this need?
- Should we address this need in collaboration or as lead? If yes:

1. Are we qualified internally to address this need? If not:
2. Do we have the capacity to enlist third parties in this need?
3. Are we empowered to address this need?

Without doubt, SFS has a strong role to play in the Sayward Area and is in a unique position to assist with funding models (fundraising, grants, and offsets), and aid with specific well- defined projects and events. That said, there is no desire to duplicate work others are doing, embark on funding models or work that we are not empowered to do or embark on leading work that others should be doing with more expertise.

Below are the draft priorities for SFS for Mayor and Council review:

a) As owner/lease holder of the Kelsey Bay Wharf and foreshore, to own, manage and maintain all capital assets and attached buildings making up this facility.

b) To raise funds for the planning, repair, maintenance, and capital investment of the Kelsey Bay Wharf through operations, external funding models and applicable grant funding

c) Through Working Agreement with Sayward Valley and/or The Village of Sayward, plan, coordinate, operate, facilitate, and raise funds for community events.

d) Through Working Agreement with Sayward Valley and/or The Village of Sayward, support the provision of tourism directly or indirectly in the Sayward area, liaising with well-established third-party groups on specific projects and initiatives as established by all stakeholders and title holders.

e) Support the Sayward Area through Working Agreements in fundraising for specific projects or initiatives, working collaboratively on such projects with the Village of Sayward or Sayward Valley or respective Committees, Community Groups, Organizations and First Nations

f) Support the provision of area tourism through contracts to operate in whole or part established recreational sites, parks, and other opportunities to establish the area as a leader in outdoor activities.

g) *Through community collaboration, identify key needs and establish programs to address these needs, creating business case, seeking, and securing funding and operation support partner(s) to maintain programs provided the need continues to exist and funding permits.*

The Mayor and Council will see that economic development is no longer part of the SFS mandate as there is not the expertise or authorization to have this as a focus. Again, this is not to say that there is not a role to play in specific projects aimed at economic development, but SFS is not empowered to drive this.

Points C through E involve the creation of Working Agreements.

Point C- As Council is aware, SFS has assisted in many events over the years and more recently concessionary services at the Christmas Light Up. One of the mandates for SFS is to clearly establish what events we are to assist with in whole or part so planning and requests for support can be well in advance of the event. While we can work on what historically has been done, understanding further need is part of the planning process.

SFS therefore is asking Council for a Working Agreement to address community events. After this, each event would then have a Letter of Support from SFS to Council addressing the unique planning for each event and any asks for asset utilization and/or support.

Point D- Sayward Futures Society has a new Board of Directors and there is more experience with tourism and destination management than in previous years. As Mayor and Council is aware, SFS operated a Tourism Information Center for the 2022 season successfully. Board Members have established relationships with Destination Marketing Organizations (Destination Canada, Destination BC, Destination Campbell River, 4VI) and well positioned to work in collaboration with these well-established organization to promote the Sayward Area.

SFS will be asking Council for a Working Agreement to address area tourism before work commences so that it is empowered to act on behalf of the Village of Sayward, work in close collaboration with Council and provide reporting in all projects and efforts. SFS is happy to draft a working agreement provided there is appetite on behalf of Council to proceed. SFS is therefore asking Council if we can proceed to a Working Agreement by working with staff to this end.

Point E- Sayward Futures is happy to partner with the Village on specific projects and initiatives as there is a great deal of work and fundraising to take place for our community. An example of a specific project may look like Kelsey Center repairs, fundraising for fire department equipment or other key community initiatives. As there is Council Representation on the SFS Board of Directors, communication about projects should be easily achieved whereby specific projects could be agreed upon in whole or part through Working Agreement.

SFS therefore will welcome any feedback or communication from the Municipality about specific projects for SFS Board review and discussion. In this way, we can work together on projects for our community.

Thank you for your consideration and we look forward to your reply,

2023 AGM & CONVENTION

RESOLUTIONS NOTICE
REQUEST FOR SUBMISSIONS

The AVICC Executive is calling for resolutions to be considered at the 2023 AGM and Convention that, subject to public health order restrictions, will be held in Nanaimo at the Vancouver Island Conference Centre as an in-person event from April 14-16, 2023.

Members are now asked to submit resolutions with the requirements outlined in the following pages.

DEADLINE FOR RESOLUTIONS

AVICC must receive all resolutions by: **4:30 pm, Thursday, February 9, 2022**

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the AVICC for consideration please send:

1. One copy as a **word document** by email to avicc@ubcm.ca by the deadline; AND
2. One copy of the resolution by regular mail that may be received after the deadline to: AVICC, 525 Government Street, Victoria, BC V8V 0A8

AVICC's goal is to have resolutions that can be clearly understood, and that have specific actions. If a resolution is endorsed, it's "therefore clause" will form the basis for advocacy work with other levels of government and agencies. Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Resolutions are only accepted from AVICC member local governments, and must have been endorsed by the board or council.
- Members are responsible for submitting accurate resolutions. AVICC recommends that local government staff assist in drafting the resolutions, check the accuracy of legislative references, and be able to answer questions from AVICC & UBCM about each resolution. Please contact AVICC & UBCM for assistance in drafting the resolution.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a **single** resolution. Do not submit backgrounders for multiple resolutions. The backgrounder may include links to other information sources and reports.
- Sponsors should be prepared to speak to their resolutions.
- Resolutions must be relevant to other local governments within AVICC rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and should not contain more than two "whereas" clauses. Each whereas clause must only have **one sentence**.

LATE AND OFF THE FLOOR RESOLUTIONS

a. A resolution submitted after the regular deadline is treated as a "Late Resolution". Late Resolutions need to be received by AVICC by noon on **Wednesday, April 12th, 2023**.

b. Late resolutions are not included in the resolutions package sent out to members before the Convention. They are included in the Report on Late Resolutions that is distributed on-site.

c. The Resolutions Committee only recommends late resolutions for debate if the topic was not known prior to the regular deadline date or if it is emergency in nature. Late resolutions require a special motion at the convention to admit for debate.

d. Late resolutions are considered after all resolutions printed in the Resolutions Book have been debated. The time is set out in the program, and is normally on Sunday morning.

e. Off the Floor resolutions must be submitted in writing to the Chair of the Resolutions Session, and copies must be made available to all delegates no later than Sunday morning.

UBCM RESOLUTION PROCEDURES

UBCM urges members to submit resolutions to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

UBCM and its member local governments have observed that submitting resolutions first to Area Associations results in better quality resolutions overall. If absolutely necessary, however, local governments may submit council or board endorsed resolutions directly to UBCM prior to June 30. Should this be necessary, detailed instructions are available on the UBCM website.

UBCM RESOLUTIONS PROCESS

1. Members submit resolutions to their Area Association for debate.
2. The Area Association submits resolutions endorsed at its Convention to UBCM.
3. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention.
4. Resolutions endorsed at the UBCM Convention are submitted to the appropriate level of government for response.
5. UBCM will forward the response to the resolution sponsor for review.

UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble – the whereas clause(s) – and an enactment clause. The preamble describes ***the issue*** *and* the enactment clause outlines ***the action*** *being* requested of AVICC and/or UBCM. A resolution should answer the following three questions:

a) **What is the problem?**
b) **What is causing the problem?**
c) **What is the best way to solve the problem?**

Preamble:

The preamble begins with "WHEREAS", and is a concise paragraph about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. Supporting background documents can describe the problem more fully if necessary. Do not add extra clauses.

Only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved", and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment should propose a specific action by AVICC and/or UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is unclear or too complex for them to understand quickly. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit, and may end up as a Late Resolution not admitted for debate.

2. For resolutions to be debated at UBCM, focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts. Regionally specific resolutions may be referred back to the AVICC, and may not be entered for debate during the UBCM Convention.

3. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution without having to try to interpret complicated text or vague concepts.

4. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the act or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully so that members understand what they are debating and UBCM can advocate effectively with other levels of government and agencies.

Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit backgrounders that relate to multiple resolutions. The backgrounder may include links to other information sources and reports.

The backgrounder should outline what led to the presentation and adoption of the resolution by the local government, and can link to the report presented to the council or board along with the resolution. Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned and having to be resubmitted as a late resolution.

6. Construct a brief, descriptive title.

A title identifies the intent of the resolution and helps eliminate the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >> ;

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?*>> :

Therefore be it resolved that AVICC & UBCM << *specify here the action(s) that AVICC & UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses* >>.

If absolutely necessary, there can be a second enactment clause (the "therefore" clause that specifies the action requested) with the following format:

And be it further resolved that << *specify any additional actions needed to address the problem identified in the whereas clauses* >>.

2023 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC members elect directors to the Executive Committee at the AGM. The Executive Committee ensures that the policies set by the general membership are carried forward, and provides direction for the Association between annual meetings. This circular is notice of the AVICC Executive Committee positions open for nomination, and the procedures for nomination.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

Candidates must be an elected official of an AVICC local government member and must be nominated by two elected officials of an AVICC local government member. Background information on the key responsibilities and commitments of an AVICC Executive member is provided following the nomination form. The Chair of the 2023 Nominating Committee is Past President Ian Morrison.

3. NEXT STEPS

The Nominating Committee will review the credentials of each candidate for eligibility. A Report on Nominations including a photo and biography will be prepared under the direction of the Nominating Committee, and distributed prior to the Convention.

To be included in the Report on Nominations,
Nominations Must Be Received by 4:30 PM, Thursday, February 9, 2023

4. AT CONVENTION

Candidates may also be nominated at the Convention from the floor. Candidates and their two nominators must be elected officials of an AVICC local government member.

5. FURTHER INFORMATION

All enquiries should be directed to:

Past President Ian Morrison, Chair, 2022 Nominating Committee
c/o AVICC
525 Government Street
Victoria, BC V8V 0A8
Phone: (604) 270-8226 ext 221
email: avicc@ubcm.ca

NOMINATIONS FOR THE 2023-24 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate[1] a candidate and we nominate:

Candidate Name: _____

Local Government Position (Mayor/Councillor/Director): _____

Local Government Represented: _____

AVICC Executive Office Nominated For: _____

MEMBERS NOMINATING THE CANDIDATE:

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated for pursuant to the AVICC Bylaws and Constitution[2]. I also agree to provide the following information to avicc@ubcm.ca by **4:30 PM, Thursday February 9, 2023.**

- Photo in digital format
- Biographical information of approximately 300 words that may be edited by AVICC

Printed Name: _____

Current Position: _____

Muni/RD: _____

Signature: _____

Date: _____

1 Nominations require two elected officials of local governments that are members of the Association.

2 All nominees must be an elected official of an AVICC local government member. Nominees for the position of Electoral Area Representative must be an Electoral Area Director.

Return To: Past President Ian Morrison, Chair, Nominating Committee,
c/o AVICC, 525 Government Street, Victoria, BC V8V 0A8
or scan and email to avicc@ubcm.ca

BACKGROUND INFORMATION FOR CANDIDATES TO THE AVICC EXECUTIVE

1. RESPONSIBILITY OF AVICC EXECUTIVE

Under the AVICC Bylaws:

"The Executive shall manage or supervise the management of the Society"

See http://avicc.ca/about-the-avicc/constitution-bylaws/ for a complete copy of the AVICC Constitution and Bylaws.

2. AVICC EXECUTIVE STRUCTURE

- President
- First Vice-President
- Second Vice-President
- Director at Large (three positions)
- Electoral Area Representative
- Past President

COMMITTEES

The President may appoint Executive members to AVICC committees and to external committees and working groups as required. The Nominating Committee is a standing committee and is comprised of the Past President and the Executive Director. All members of the Executive serve on the Resolutions Committee.

CONTRACTED EMPLOYEE

The Association contracts with UBCM for the provision of key services that support the Association. A staff person provides the key functions. The President is responsible for overseeing the regular activities of the Association and for providing direction to staff.

3. EXECUTIVE MEETINGS

The full Executive normally meets in person five times a year, following this pattern:

- During the last day of the annual Convention (less than 15 minutes)
- Mid June
- End of October
- Mid January
- Thursday before the Annual Convention

Executive meetings (other than those held in conjunction with the Convention) are generally held on a Friday or Saturday from 10:00 am to 3:00 pm and are typically held in Nanaimo. Online meetings usually occur 2-3 times per year on an as needed basis (60-90 minutes).

Travel expenses and a per diem are provided for Executive Meetings. For the meeting held on the Thursday before the Convention, reimbursement is only for the added expenses that would not normally be incurred for attending the annual Convention. AVICC does not provide Executive members with complimentary registration for the AGM and Convention.

COUNCILLOR REPORT

For: Mayor and Council
Prepared by: Cllr. Tinsley
Subject: **Drainage Observations Report**
Meeting date: January 24, 2023

I suggest a regular council meeting agenda item of further discussion on the MacMillan drive water hot spot and four relatively simple options for a short-term winter season fix which Tony, Scott and I came up with when we met at the spot today briefly and they are in no priority order.

1. S Sandbag pattern (temporarily stopping two-way traffic).
2. Straight one side sandbag line (temporarily blocking access to one driveway only).
3. List of text numbers of other residents (me included) who are willing to get a text from the current at-risk owners if sandbagging help is needed.
4. Dig a trench above the pipe on one side of the street to ensure that when an overpower flow of water happens it is handled on one side of the street and crosses the street past the at-risk houses

Thanks,
Tom Tinsley, Councillor

CAO Comments

1&2: Staff need to review these options – A staff report will be provided to Council at the next meeting.

3. This should be organized by residents for residents and is a good idea.

4. Any trench work should be vetted by an engineer due to the physical conditions in the area. Issues, retaining wall, depth of existing services, potential blockages.

RECOMMENDATIONS

THAT Council receives the Drainage Observations Report from Cllr Tinsley, and;

That Staff be directed to further investigate emergency mitigation and response options and bring a report to the February 7, 2023 council meeting for information and discussion.

STAFF REPORT

For: Mayor and Council
Prepared by: John France, Acting CAO
Subject: **Committee of the Whole Meeting Date Changes**
Meeting date: January 24, 2023

BACKGROUND

Council had agreed to COW meetings on January 24th, February 14th and February 28th.

DISCUSSION

With the January 17th Council meeting changed to January 24th, the COW meeting scheduled for the 24th needs to be moved to January 31st. Staff also suggest moving the COW meeting scheduled for February 28th to March 14th. This change will break up the weekly meeting schedule planned for this period and help Staff in preparing agendas.

RECOMMENDATIONS

THAT Council receive the Committee of the Whole Meeting Date Changes report, and;

THAT the COW meetings planned for January 24th and February 28th be moved to January 31st and March 14th respectively.

Respectively submitted,

John France
Acting CAO

STAFF REPORT

For: Mayor and Council
Prepared by: John France, Acting CAO
Subject: **Demographics and Land Base Report 2022**
Meeting date: January 24, 2023

BACKGROUND

Council entered into a contract with Urban Systems (US) to review and update Bylaw No. 308, Village of Sayward Official Community Plan (OCP) in February 2021. The Demographics and Land Base Report was completed by Vancouver Island University, and it provides support to the OCP, and the relevant data from this report has been included in the OCP.

DISCUSSION

The Demographics and Land Base Report is for discussion and approval. Staff relayed a number of mapping changes (p35 flood plain line, p48-53, location of trail, H'Kusam Road, school, mall and library) to the consultant. These changes have now been made, and the final version is attached for Council's review.

The data within this report uses current and past census data and is certainly much easier to use than raw census data. It is also a very useful document for planning purposes. Staff will try to answer any questions Council may have but may need help from the originator of the report.

RECOMMENDATIONS

THAT Council receive, discuss, and approve the Demographics and Land Base Report 2022.

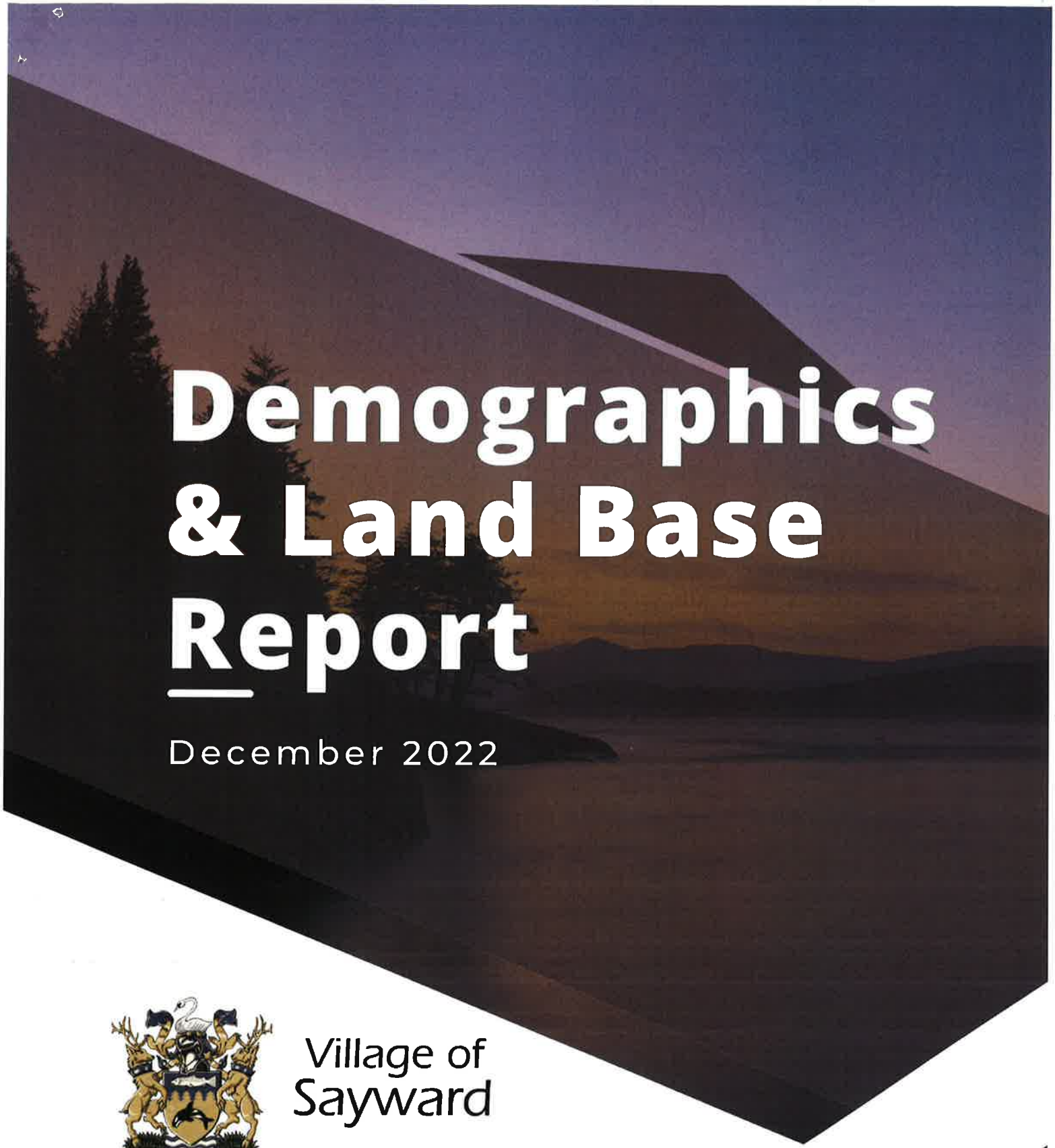
Respectively submitted,

_____

John France
Acting CAO

Attachments:

- **Demographics and Land Base Report**



Demographics & Land Base Report

December 2022

Village of Sayward

Prepared by the Mount Arrowsmith Biosphere Region Research Institute

Acknowledgements

We respectfully acknowledge the location of the Village of Sayward in the unceded Traditional Territory of the K'ómoks, We Wai Kai and Wei Wai Kum First Nations, the traditional keepers of the land.

Cover image courtesy of the Village of Sayward

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Introduction

Purpose

The purpose of this report is to provide a deep understanding of the people (demographics) and the place (land base) of the Village Sayward. It provides both a snapshot of current conditions, using the 2021 Canadian census data, and trends over time. The report has been divided into two parts.

Part I is focused on demographics and covers the most common aspects of demographic analysis. Some graphic comparisons are made to British Columbia (BC) to give context. Other comparisons are made to conditions in Sayward over time, going back as far as the data is available and/or relevant.

Part II is focused on the land base and provides definitions and maps from available GIS data. While recognizing that humans are an inextricable part of the environment, it was useful to divide Part II into Physical Geography (those maps dealing with geological and biological information) and Human Geography (those maps dealing with human occupation and use of the land base).

Data Limitations

The majority of the data in this report comes from Statistics Canada and the GIS Data Catalogue, British Columbia. The 2011 census had very little information, likely due to cost saving measures by the government on the heels of the financial crisis. Therefore, many graphs will show 2001, 2006, and then 2016, 2021, skipping over 2011. Rather than having an explanation for each instance, please be aware of these potential gaps in information and read the axis labels carefully. Statistics Canada rounds to the nearest 5 on all census data, which is less relevant in a large community but more so in a small one such as the Village of Sayward. The data is still considered statistically significant, but there will be times that the rounded data does not add up perfectly. There are also instances of random rounding to the nearest 10, for the purpose of privacy and protecting individuals from being able to be identified (Statistics Canada, 2016).

Part I: Demographics

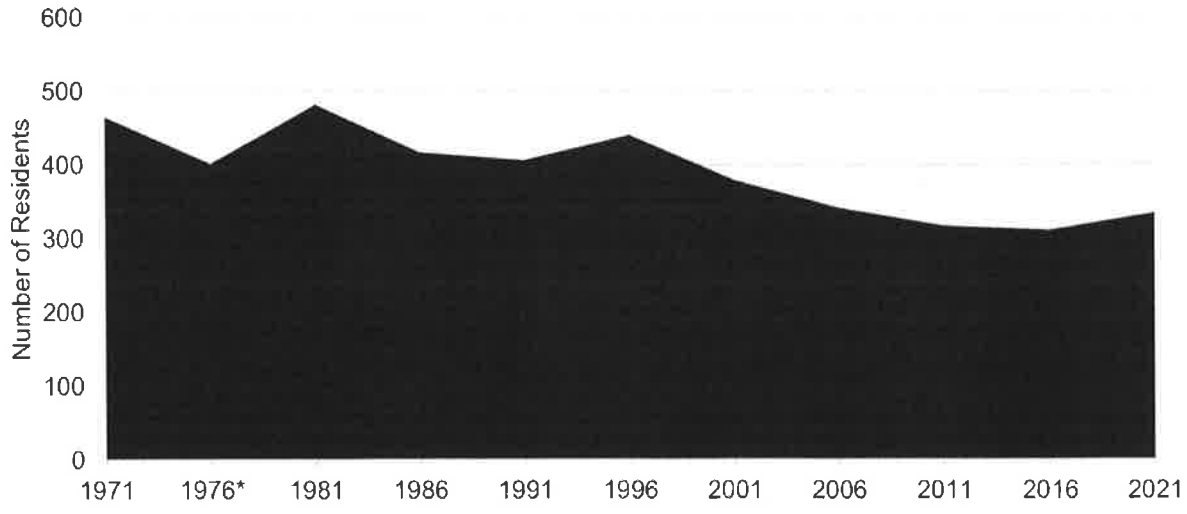
Population

In 1968, Sayward was incorporated as a self-governing community. The next census was in 1971. Figure 1 shows the change in population over 50 years from 1971 to 2021, as per Statistics Canada's reporting on the census.

Since the census began measuring Sayward's population, the peak was in 1986 with 482 residents. There was then a slow decline in numbers until the low of 311 in 2016. Between 2016 and 2021 there was a 7.4% increase in the population.

Although the population has been increasing, the number of people per household had been decreasing. Couple households with children have been decreasing, while childless and one-person households have increased. As a result, the 7.4% increase in population has actually seen a 10% increase in households. The average household size went from 2.1 to 2.0 in 2021.

Figure 1 Sayward Population Over Time



*The 1976 census showed 383 people, which was adjusted in 1981 to 402, in order to account for the same physical area as the 1981 census subdivision.

Age

Over the five decades of the census being taken in Sayward, the complexity and detail of the data points has grown. In the early census, only population totals (and sometimes gender totals) were taken. In the 2001 census, there were only 11 categories for different age groupings. That has gradually grown to 22 categories in the 2021 census. Figure 2 shows the shift of Sayward's age profile over 20 years, using the categories that are common to all five censuses.

Under 15 years of age has been a slowly shrinking category. The greatest amount of growth has been in the category of 65-74 years old, with the most noticeable change since 2011.

Figure 2 Sayward Population by Age Categories Over Time

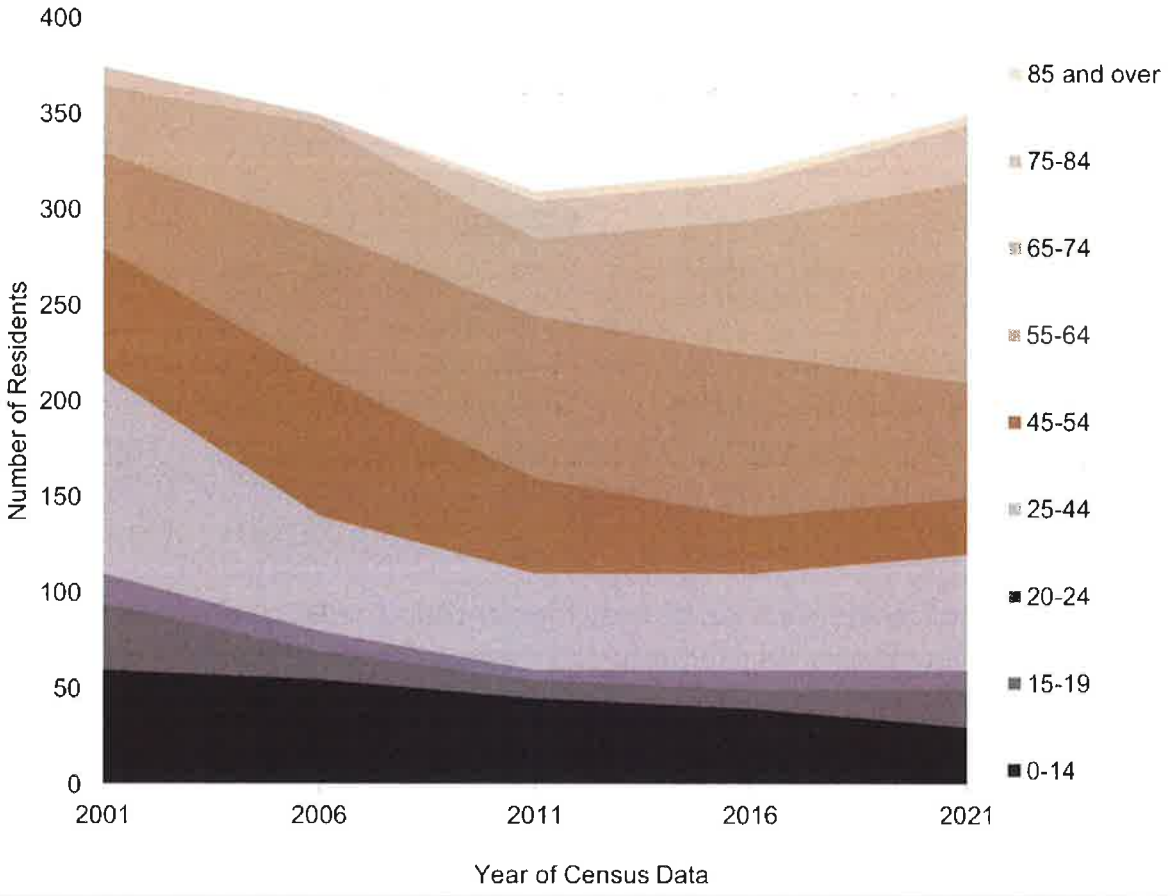
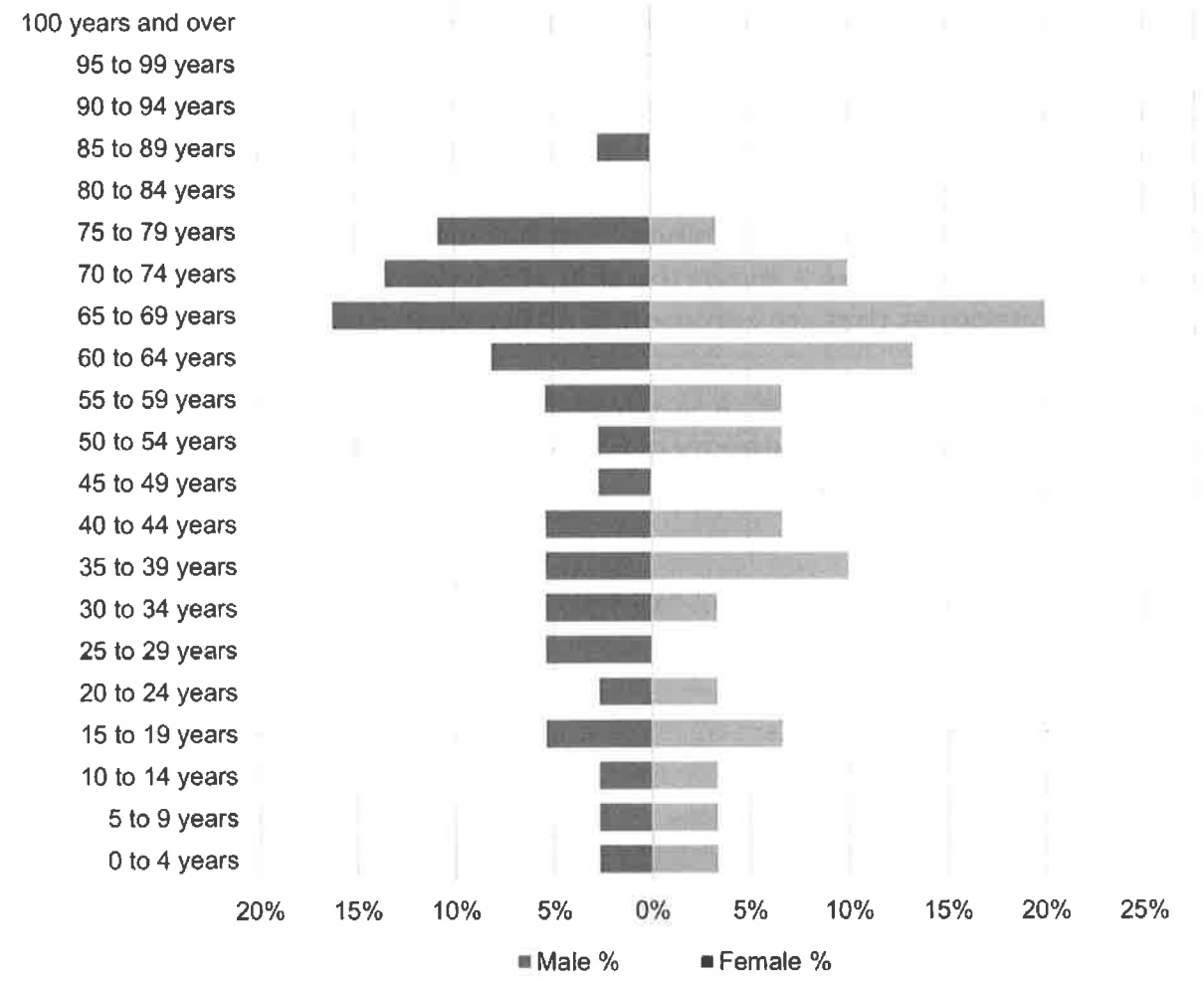


Figure 3 Sayward Population Pyramid (2021)



A population pyramid is the standard way to display the distribution of age and gender in a population. Sayward's 2021 population pyramid (Figure 3) shows the most populous 5-year age cohort as 65-69 years of age, followed by 70-74 years of age and 60-64 years of age. 42% of Sayward residents are 65 years + (Figure 5).

The average age of residents is 52, slightly higher than the BC average of 50 (Figure 6). However, median is the preferred measurement of nominal data such as age. The median age of residents in the Village is 60 years old, meaning 50% of residents are older than 60 and 50% are younger. From 2001 to 2021, the median age of BC has risen by 11% while that of the Village has risen by 45% (Figure 4).

Figure 4 Median Age Comparison Sayward, SRD & BC

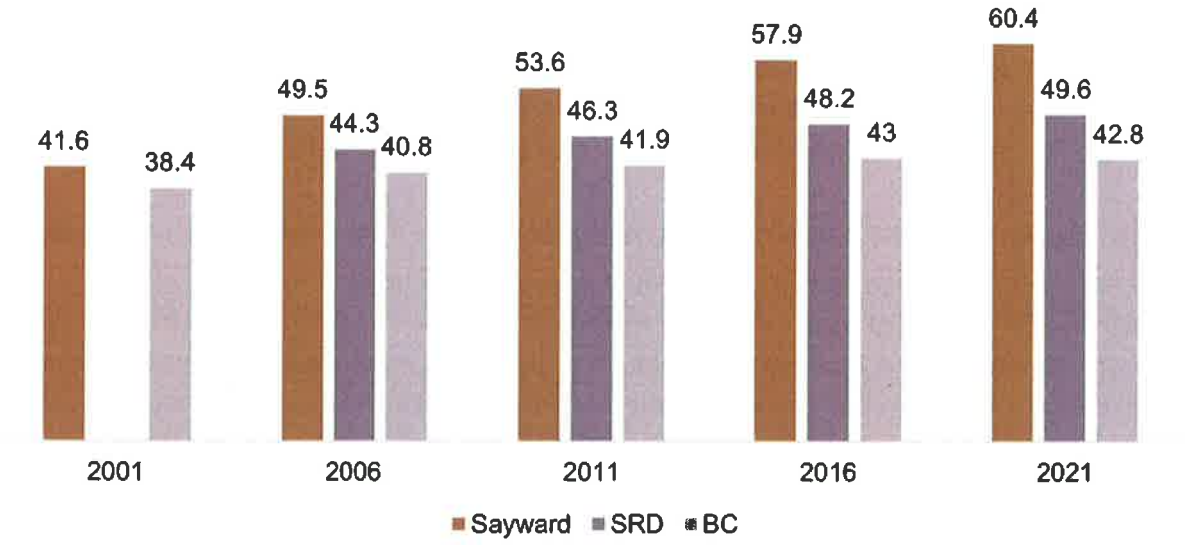


Figure 5 Senior (65+) Proportion Comparison (2021)

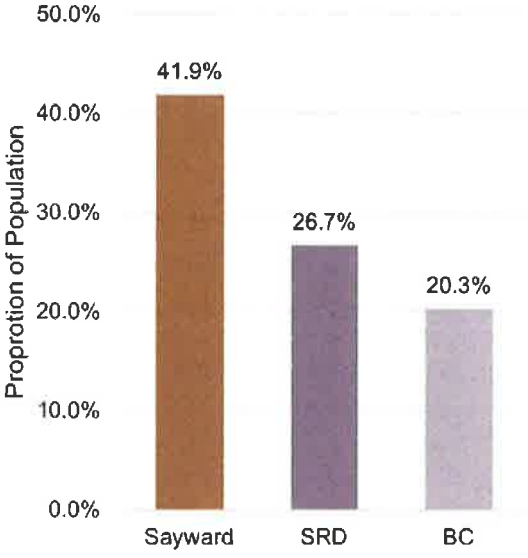
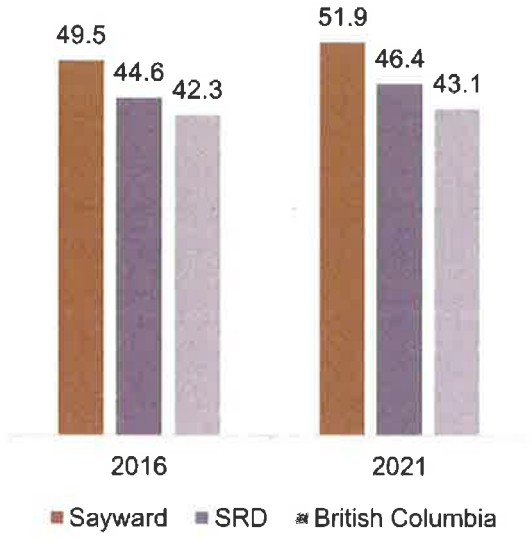


Figure 6 Average Age Comparison Sayward, SRD & BC



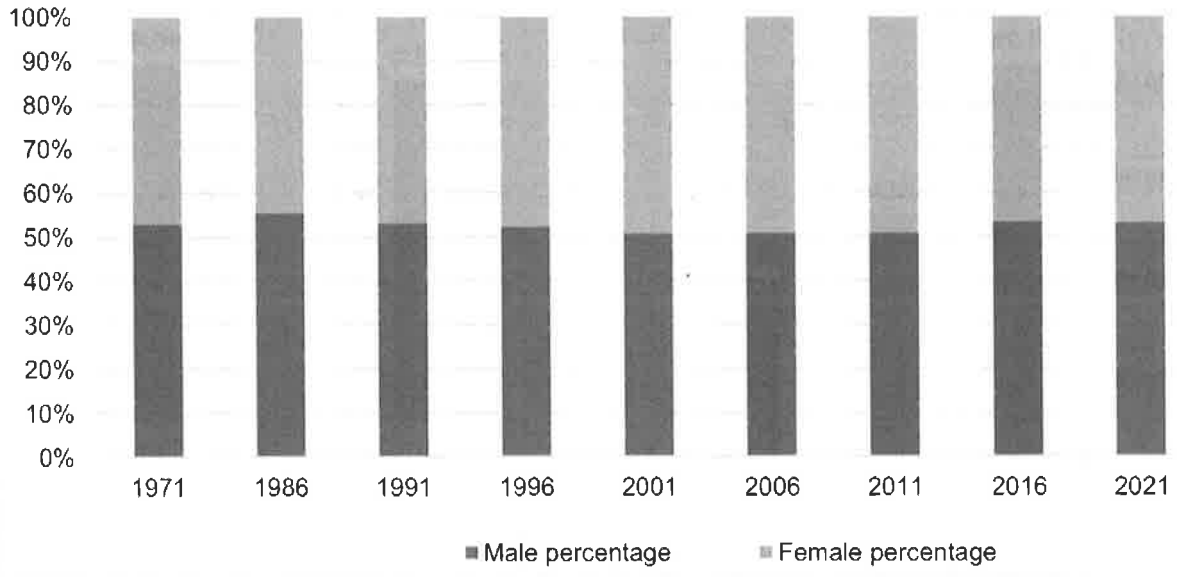
Gender

The historical gender ratio of the Village of Sayward has generally seen more than 50% of the population identified as male (Figure 7). This percentage was highest in the 80s at 55% male, evening out through the 90s and 00s, rising again in the last 10 years. In 2021 the overall ratio is 53% male to 47% female.

It might make sense to see a higher male population in an area with resource based employment, since these industries usually employ more men than women. In the working age category of 15 to 64 years old, though, there is only a slight difference at 51% male (Figure 3). Usually older adult populations have a higher ratio of women because of their longer life expectancy. Interestingly, this is not what we see in Sayward. While the 60-69 year old age categories have significantly higher percentages of women, the 70-89 year old age category has higher percentages of men (Figure 3).

Although gender has its own category in this report, there may be moments where it is relevant to other categories ahead. In these cases a chart or table will illustrate any significant differences between genders for the relevant category.

Figure 7 Gender Identity Ratio Over Time



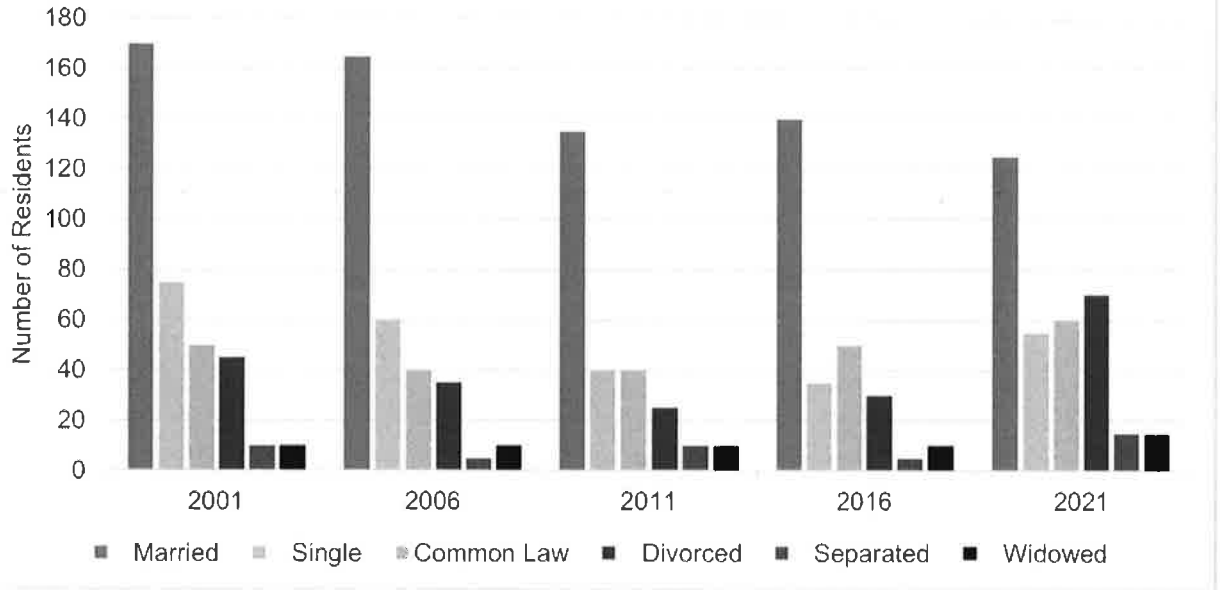
Marital Status

The trend in marital status over the last 20 years has seen a decline in the number of married people, a slight increase in the number of people living common law, and a significant increase in single people (Figure 8).

At first glance, there appears to be a huge increase in the number of divorced people between 2016 and 2021. A cynical observer might assume that the Covid-19 pandemic is to blame for this, as we know that isolation and quarantines strained many relationships. However, it is actually the structure of the census that is at least partially responsible.

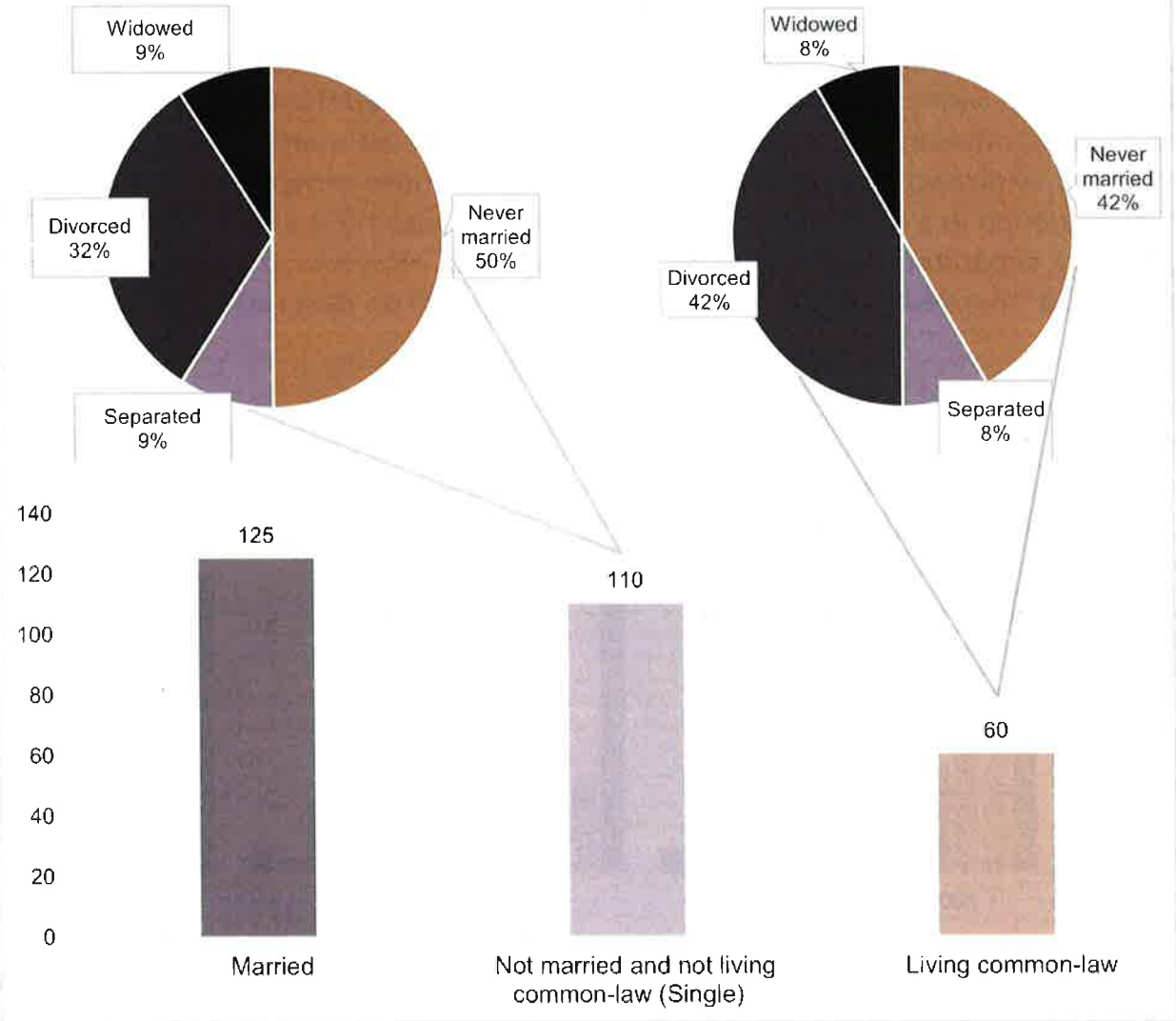
Up to and including 2016, the categories were rather simplistic. It asked if one was married, living common law, or single. Then it offered the following categories, but only to those who answered single: never married, separated, divorced, widowed. In 2021 the categories became more complex, recognizing that someone in a common law relationship could also have a history of being divorced, separated, widowed or all three (Figure 9). However, those who answered "married" still are not asked for more detail on past relationship status.

Figure 8 Marital Status Over Time



This reflects the changing nature of relationships in the 21st century partially due to changing social norms and longer life expectancies. It is possible that many of the respondents counted as "married" or "living common law" in previous censuses were also divorced, separated, or widowed but that trend is unfortunately not captured clearly. The 2021 categories represent a lot more nuance and have much more overlap. Note that this means one person can be counted in multiple categories for the calculation in Figure 8.

Figure 9 Marital Status Breakdown (2021)



Household Composition

Over the last 20 years, the number of households declined slightly to 150 and rose back up to 165 in 2021. Figure 10 charts the change in household composition since 2001. Figure 11 shows that the majority of households in Sayward are composed of a couple (married or common law) with no children (45%), though a significant number of households are composed of a single person (32%). Couple (married or common law) households with children have been on the decline and in 2021 represent 10% of Sayward households. Note that "Other" types of households could include single-parent households with children, households with family members other than parent-child, and households with multiple families or roommates.

Household size has also been declining overall in Sayward. The 2.0 person per household average is smaller than the provincial average of 2.4. Figure 12 shows there are relatively few households with 3 or more members. More than half (52%) of households in Sayward are composed of 2 people and a third (33%) are composed of one person.

Figure 10 Composition of Private Households Over Time

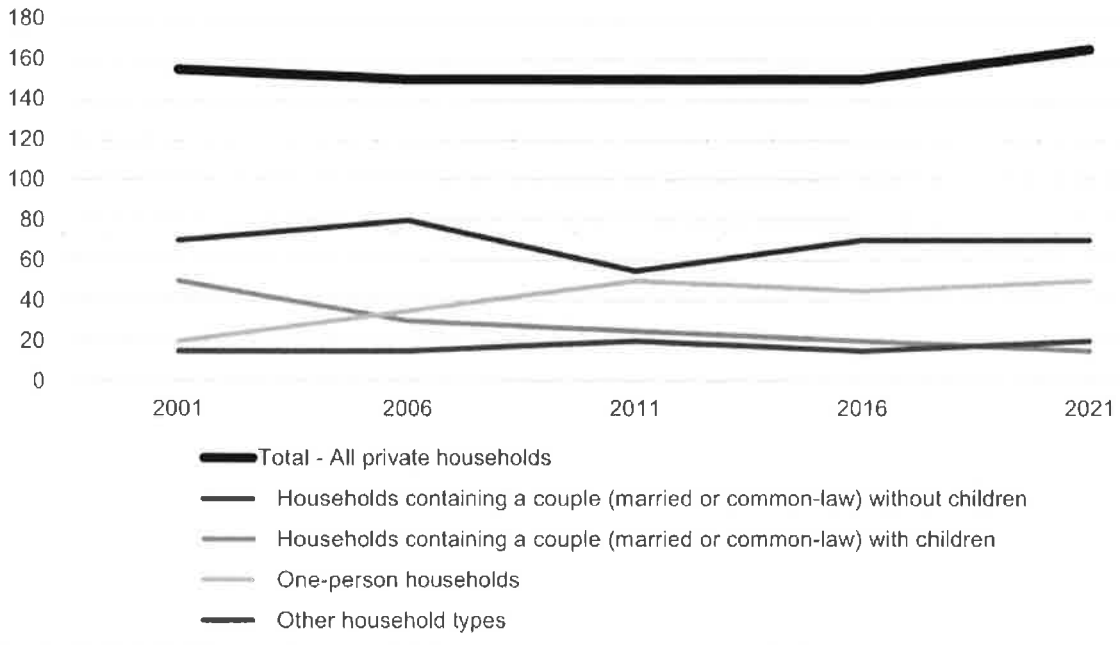


Figure 11 Household Composition (2021)

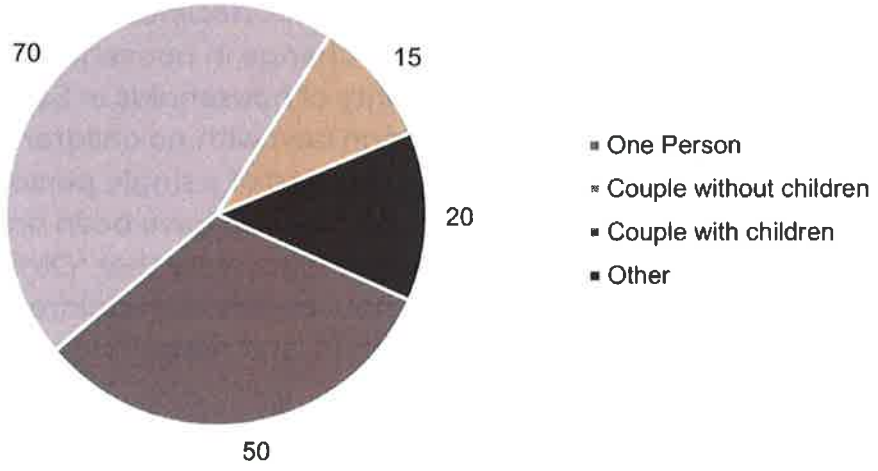
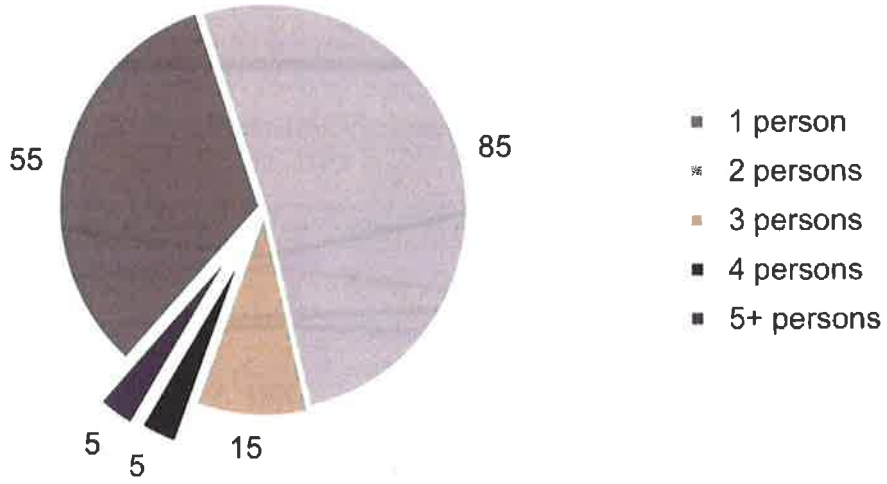


Figure 12 Household Size (2021)

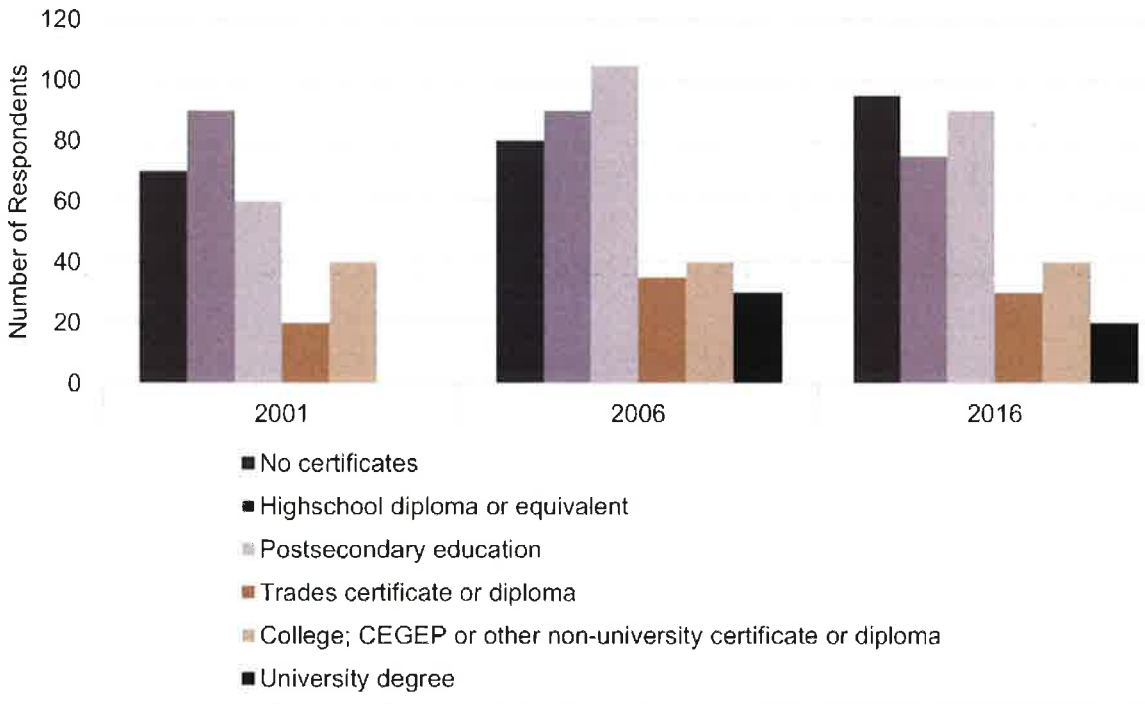


Education

As with many of the categories examined before, the data on level of educational attainment has only gotten more complex over the years. In order to show a meaningful trend over time (Figure 13), the consistent categories have been simplified into the following: no certificates (no high school diploma), high school diploma (or equivalent), and postsecondary education. Then the category of postsecondary education has been split into three categories: trades certificate or diploma, CEGEP or other non-university certificate or diploma, and university certificate or degree (certificate, bachelor's degree, master's degree, doctorate).

This is measured in the census for the entire population 15 years and older. Since this includes a few years of teenagehood, there is a small portion that would not be expected to have attained their high school diploma yet. Some censuses offer further detail on different age categories, but this metric provides the most consistent measure over time. The most noticeable trend over the last 20 years has been an increase in residents with some form of postsecondary education.

Figure 13 Education Levels Over Time



Employment

Sayward has a lower participation rate and employment rate than the rest of British Columbia (Figure 14), to be expected in a community with an older population and more retirees. Participation rate refers to how many people are in the labour force (on the week the census was administered) divided by the total number of people 15 years and older. The labour force refers to both employed and unemployed residents. The employment rate refers to how many people are employed (on the week the census was administered) divided by the total number of people 15 years and older. In other words, it assumes that 15 years and older is "working age" and measures what percentage of working age residents are employed. Unemployment rate specifically measures the percentage of the labour force "who, during reference week, were without work, were available for work and were either on temporary layoff, had looked for work in the past four weeks or had a job to start within the next four weeks" (Statistics Canada, 2022). This excludes retirees and persons unable to work due to disabilities, as it only includes those available for work. Notably, the rate of 17% is still significantly higher than the BC average of 8% in 2021. This may be due to a lack of employment opportunities nearby, due to the remoteness of the Village. Figure 15 shows a slight decrease of participation and employment rate and slight increase to unemployment rate, since 2001.

Figure 14 Participation, Employment, and Unemployment Rate Comparison (2021)

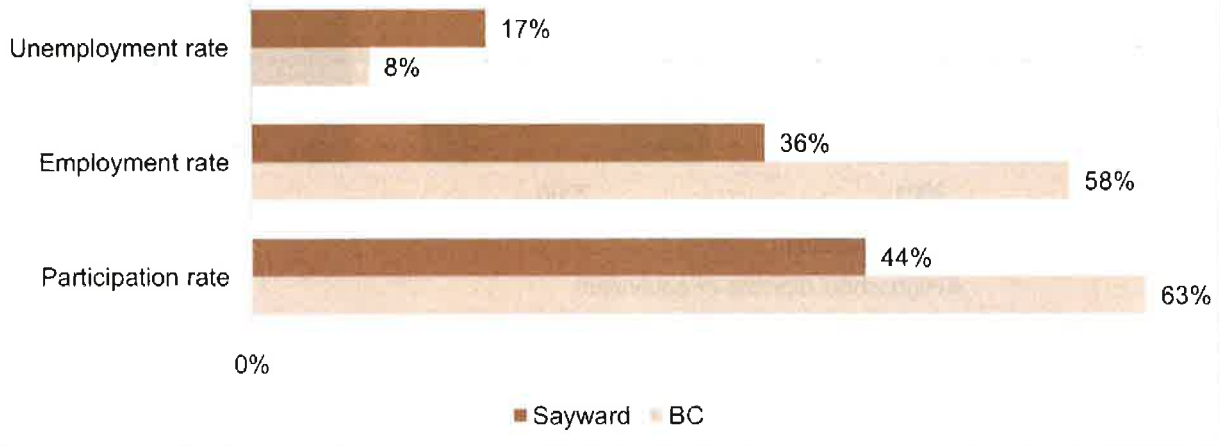


Figure 15 Participation, Employment, and Unemployment Rate Over Time

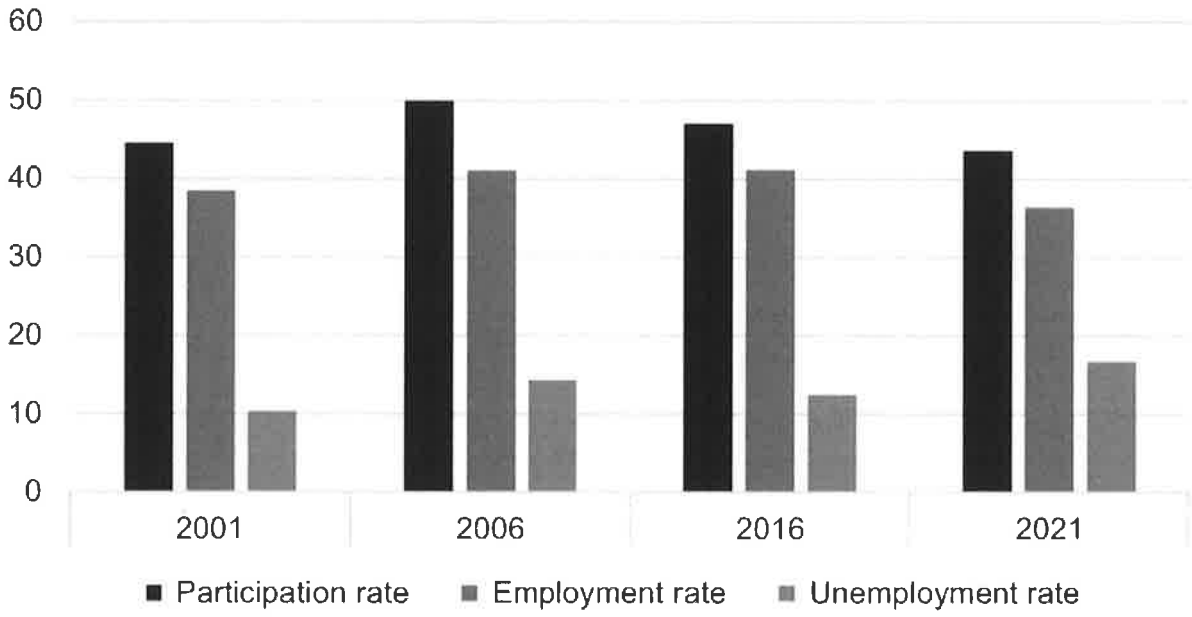


Figure 16 Participation, Employment, and Unemployment Rate with Gender

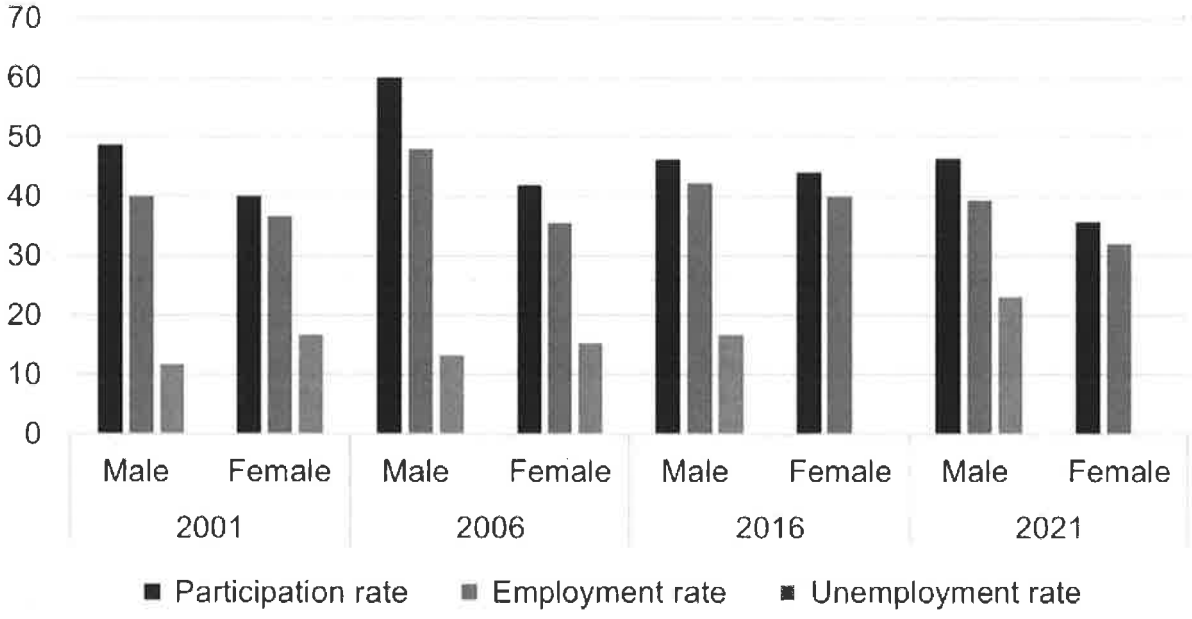


Figure 17 Place of Work Over Time

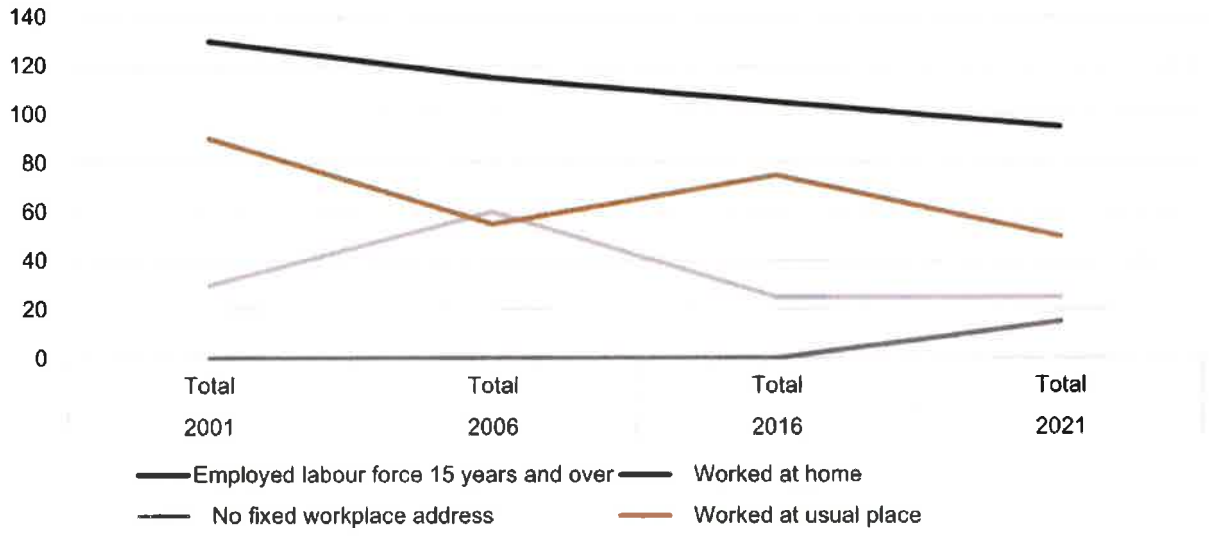


Figure 18 No Fixed Workplace Address with Gender

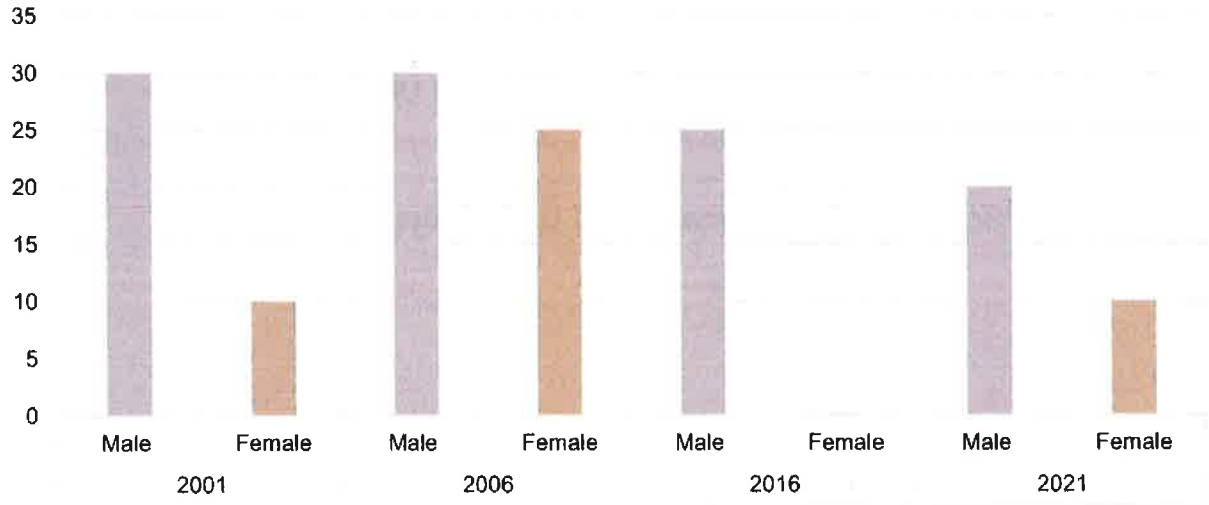


Figure 16 analyses the gendered component to employment, showing that women have a lower rate of participation and employment, but also (since 2016 at least) a significantly lower rate of unemployment.

Figure 17 shows that most employed persons work at a usual/fixed workplace address. The rise in working from home from 0 10 15 people in the 2021 census is likely related to the Covid-19 pandemic. There were no gender disparities in any category except for those working at "no fixed workplace address"; Figure 18 shows that men are much more likely to fall in this category.

There are two main measures of occupational trends on the census: occupation and industry. The categories of occupations over the last 20 years have remained fairly consistent. Shown in Table 1 and Figure 19, jobs unique to primary industries have been decreasing. Management occupations, sales and service occupations have also been on a downward trend. Business, finance and administration has been slowly rising. Trades, transport and equipment operation has generally been rising, despite a downturn between 2016 and 2021.

Over the last 20 years, resource based primary industries (forestry, agriculture, aquaculture) have remained the main industry in the Village (Table 2). There has been a gradual decline from 45 to 30 residents in this industry, from 2001 to 2021. In 2016 the category of accommodation and food services was added, showing 25 residents employed in 2016 and a significant decline to 10 residents in the 2021 census. It is undeniable that the Covid-19 pandemic has had a negative influence on tourism, accommodation and food services over the last three years. Many industry categories have changed between censuses and those that are not consistent between years are indicated by an "x".

Figure 19 Number of Residents by Occupation Over Time

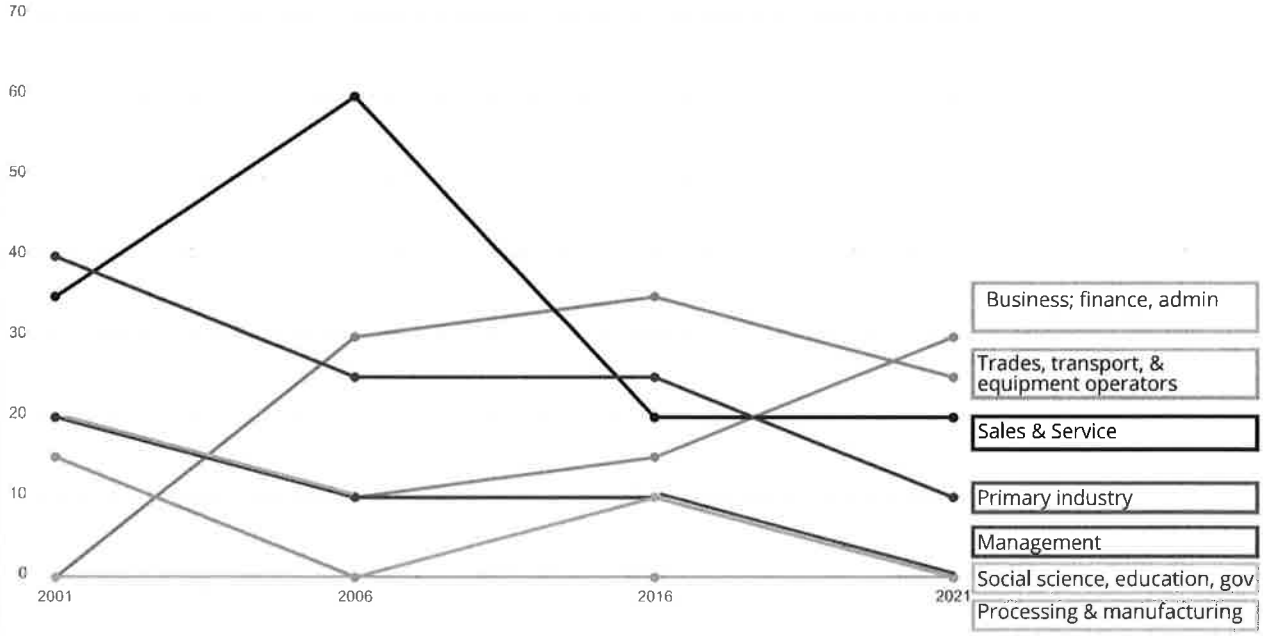


Table 1 Occupation Categories Over Time Total, Male, and Female

	2001			2006			2016			2021		
Total, Male (M) and Female (F)	**Total**	**M**	**F**	**Total**	**M**	**F**	**Total**	**M**	**F**	**Total**	**M**	**F**
# Experienced labour force	150	85	60	140	75	65	115	60	55	115	70	45
Business; finance and administration occupations	20	0	20	10	0	10	15	0	10	30	10	20
Trades; transport and equipment operators and related occupations	0	0	0	30	25	0	35	35	0	25	25	0
Sales and service occupations	35	10	25	60	20	35	20	0	25	20	0	15
Occupations unique to primary industry	40	40	0	25	25	10	25	20	10	10	0	10
Management occupations	20	15	10	10	0	10	10	0	10	0	0	0
Health occupations	15	10	15	0	0	0	10	0	0	0	0	0
Social science; education; government service and religion	0	0	0	0	0	0	10	0	0	0	0	0
Occupations unique to processing; manufacturing and utilities	15	15	0	0	0	0	0	0	0	0	0	0
Natural and applied sciences and related occupations	0	0	0	0	0	0	0	0	0	0	0	0
Art; culture; recreation and sport	0	0	0	0	0	0	0	0	0	0	0	0

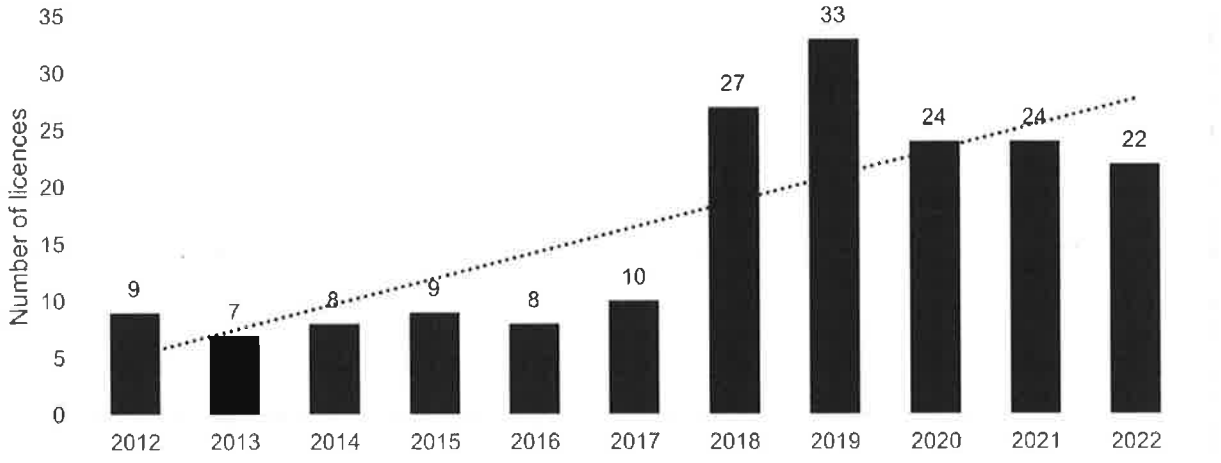
Table 2 Industry Categories Over Time Total, Male, and Female

	2001			2006			2016			2021		
Total, Male (M) and Female (F)	**Total**	**M**	**F**	**Total**	**M**	**F**	**Total**	**M**	**F**	**Total**	**M**	**F**
Total - Experienced labour force	145	85	60	140	75	65	120	60	55	115	70	45
Wholesale and retail trade	15	0	10	10	0	10	10	0	10	0	0	0
Finance and real estate	10	0	0	0	0	0	0	0	0	0	0	0
Accommodation and food services	x	x	x	x	x	x	25	0	25	10	0	0
Transportation and Warehousing	x	x	x	x	x	x	10	0	10	10	10	0
Arts, entertainment and recreation	x	x	x	x	x	x	0	0	0	10	0	10
Public Administration	x	x	x	x	x	x	0	10	0	10	0	10
Manufacturing and construction industries	15	15	0	25	10	10	10	0	0	10	0	0
Agriculture and other resource-based industries	45	45	0	40	35	0	40	50	10	30	20	15
Business services	25	0	15	10	10	0	x	x	x	x	x	x
Health and education	10	0	10	10	0	0	x	x	x	x	x	x
Other services	30	10	25	50	15	35	0	0	0	0	0	0

Business Ownership

The last 10 years has seen a significant increase in businesses opened in the Village of Sayward. While the five years prior to 2017 saw less than 10 licenses issued each year, the 5 years since have seen an average of 26 licenses issued per year. While the peak was in 2019 at 33 licenses, the decrease after may have been related to the Covid-19 pandemic. This could see an increase as business rebounds, if commercial endeavours are encouraged.

Figure 20 Business Licenses Issued Over Time



Income

Sayward has a lower median income (Figure 21) and average income (Figure 23) than the rest of BC. This is not surprising in the context of an older population where many people are retired, but bears consideration in municipal matters.

Figure 21 Median Income Over Time Comparison

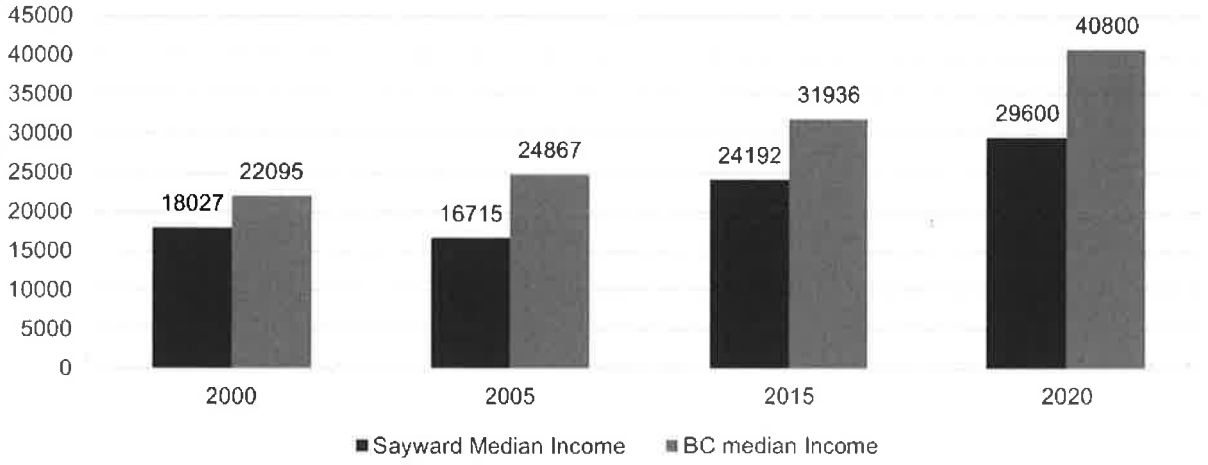


Figure 22 Median Income Over Time with Gender

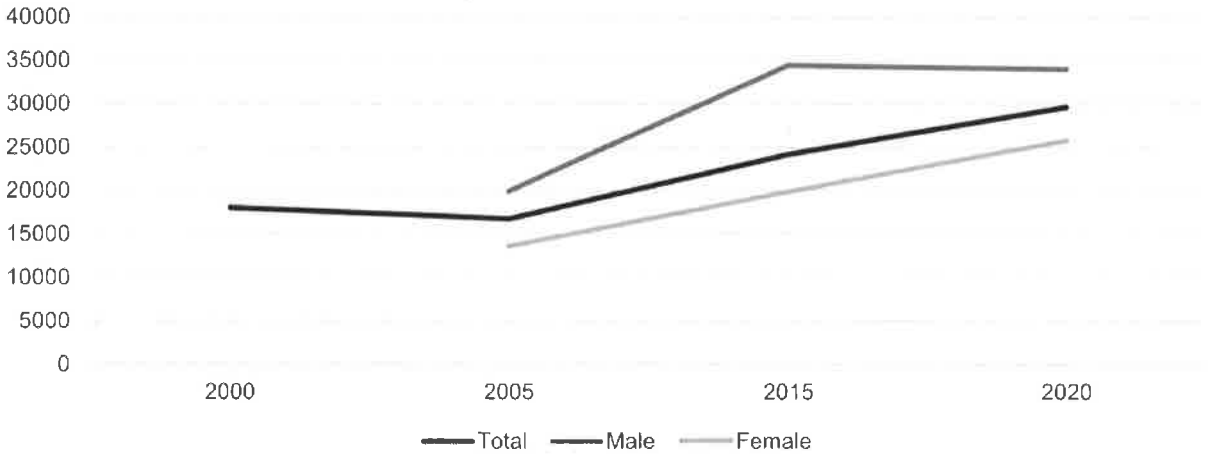


Figure 22 and Figure 24 show that women in Sayward earn significantly less than men, whether looking at median or average incomes. Notably, average incomes in Sayward have barely increased between 2015 and 2020, especially when compared to the rest of BC. Median incomes have risen, meaning there is greater income disparity on the low income side of the equation.

Figure 23 Average Earnings (2000) and Income (2015-2020) Over Time Comparison

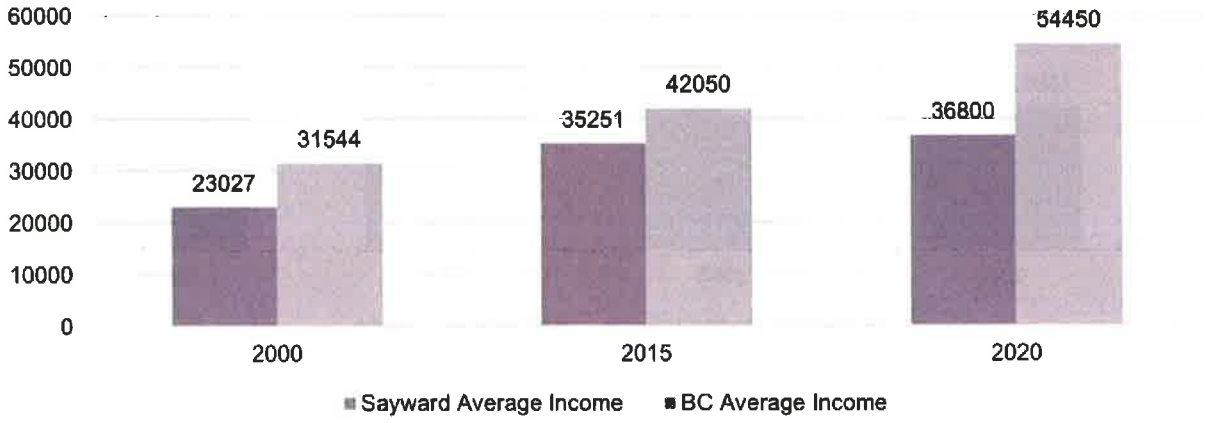
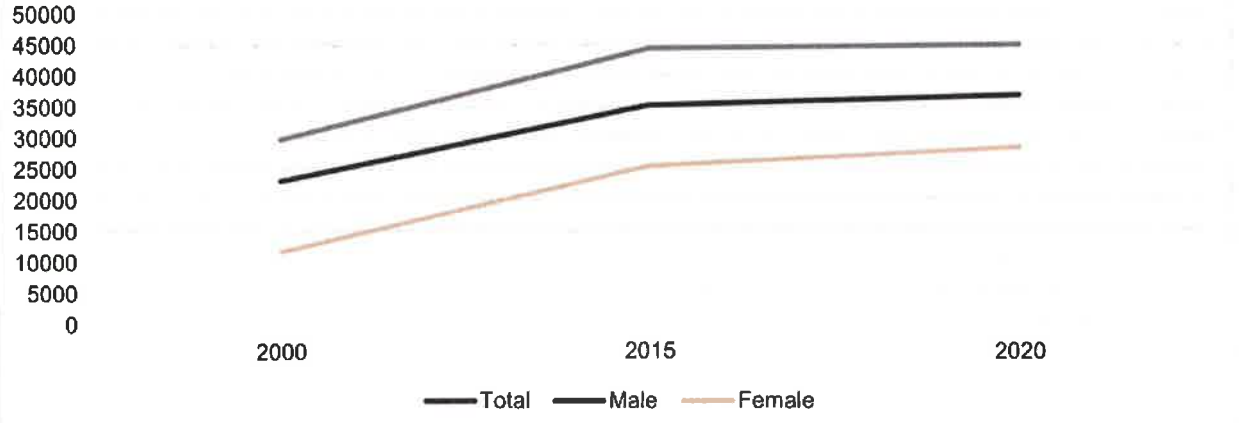


Figure 24 Average Earnings (2000) and Income (2015-2020) with Gender



Commuting Habits

An important aspect of employment is the commute required to access gainful employment. Note that all commuting data uses 25% sample data, so there is a higher margin of error.

Further commutes can mean increased costs, especially for fuel, insurance and maintenance when travelling by private vehicle. Figure 25 shows that a private vehicle has been the main mode of transport to work for Sayward residents. However, the number of people walking or cycling to work seems to have doubled between 2016 and 2021.

Figure 26 shows that most residents commute within their census subdivision (the municipality) or to a different census subdivision (another municipality or rural electoral area) within the same census division (Strathcona Regional District). No one was counted as commuting to a different regional district or province in 2016 nor 2021, which may be due to rounding.

Figure 27 explores commuting duration and shows that there has been a decrease in commutes under 30 minutes between 2016 and 2021. In the same period, the number of residents commuting between 45-59 minutes has more than doubled.

Figure 25 Mode of Transport to Work Over Time

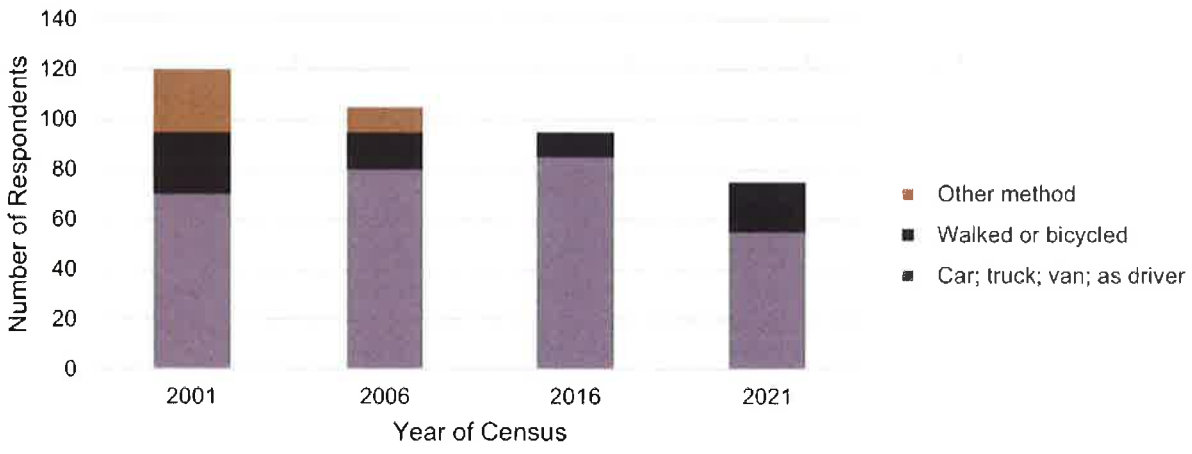


Figure 26 Commuting Destination

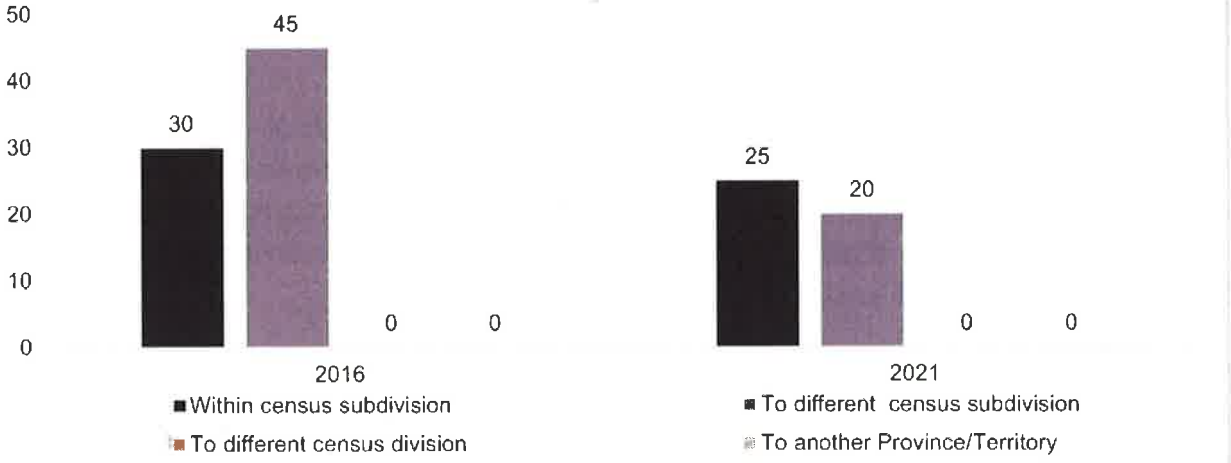
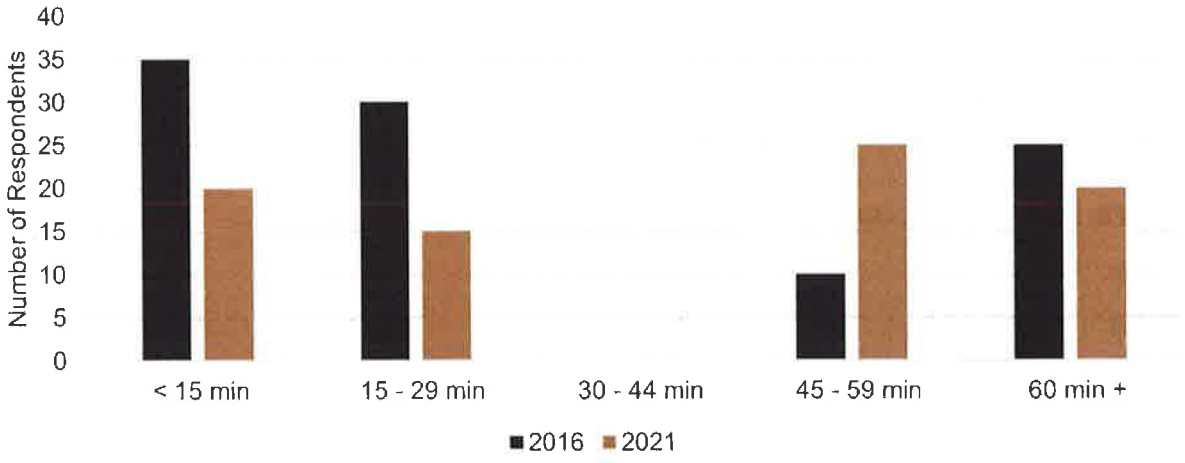


Figure 27 Commuting Duration 2016-2021



Mobility & Migration

Mobility measures the level of movement for residents' primary addresses, asking where the respondent lived 1 year ago and 5 years ago. Residents of the Village of Sayward are significantly more mobile than the rest of the province. The 5-year mobility status in 2021 showed that 46% of residents had moved in the last 5 years, 3 times the provincial average (Figure 28). Notably, the majority of these movers are internal migrants, meaning they are coming from an address outside the Village but from within BC. Table 3 provides a detailed look at 5-year mobility trends over time, with definitions for each of the census categories.

The 1-year mobility status from 2021 shows that there were more non-migrants (residents moving to a different address within the Village) than internal migrants (Figure 29). Compared to the 5-year mobility status, where this is inverted, movers were much more likely to be migrants from outside the Village and men were more likely to have moved, while women were more likely to be non-movers (Figure 30).

Figure 28 5-Year Mobility Status Comparison Sayward & BC (2021)

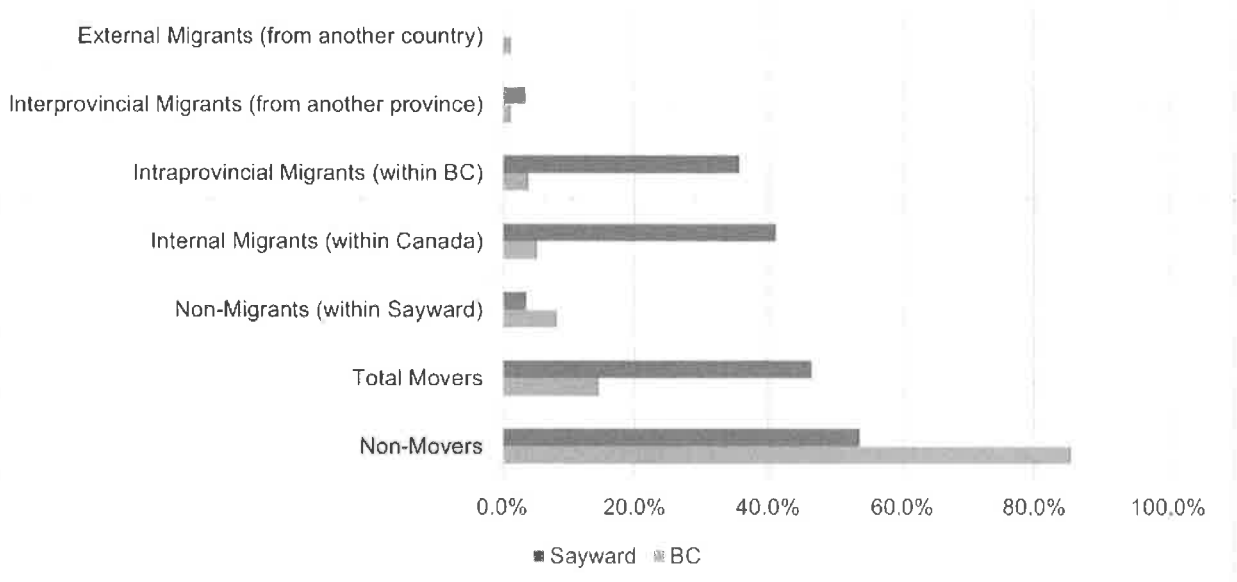


Figure 29 1-Year Mobility Status with Gender (2021)

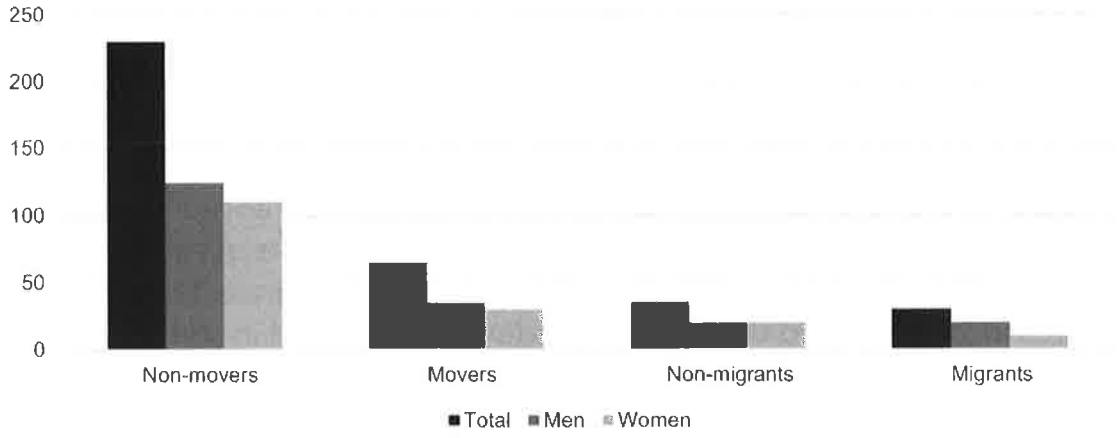


Figure 30 5-Year Mobility Status with Gender (2021)

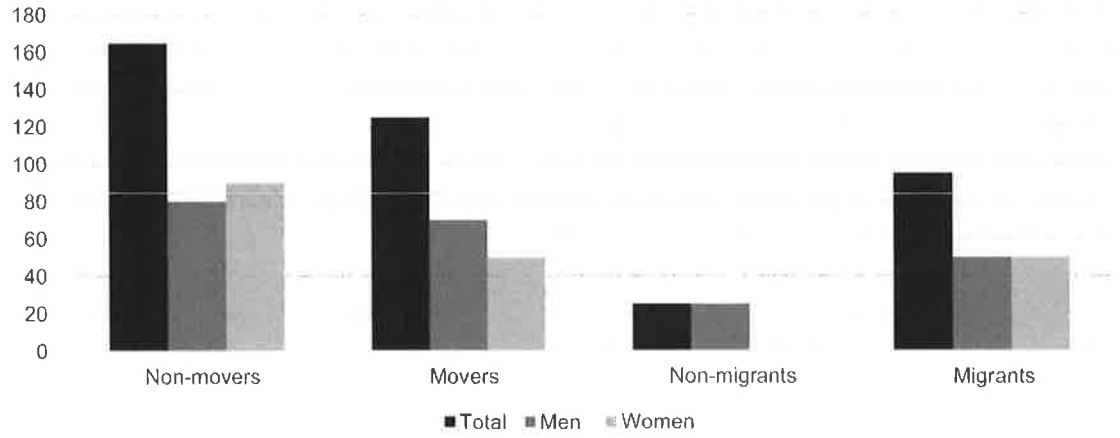


Table 3 5-Year Mobility Status Over Time

5-year Mobility			2006	2016	2021
Non-Movers			150	165	150
Movers	Total Movers		180	125	130
	Non-Migrants (within Sayward)		15	25	10
	Migrants	Internal Migrants (same regional district)	165	95	115
		Intraprovincial Migrants (same Province)	135	95	100
		Interprovincial Migrants (another Province)	30	0	10
		External Migrants (from another Country)	0	0	0

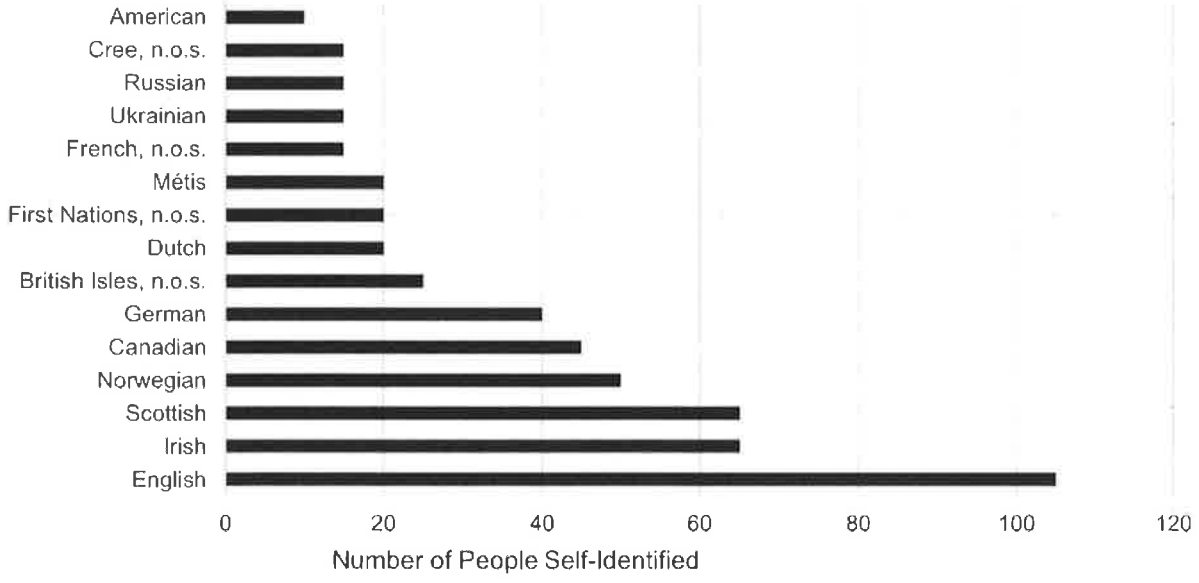
Ethnic & Cultural Origins

There have been many changes over the years in regard to how ethnic and cultural origin are defined and framed in the census. This is often due to changing awareness of how previous categories and framing were inaccurate, offensive, or downright racist. There will always be further improvements that can be made and this will likely be an ongoing process for Statistics Canada.

Figure 31 shows the ethnic and/or cultural origin of residents from the 2021 census. Western European origins are most commonly represented. There are many more categories in the census than those listed, but those categories with no numbers associated are not represented in the charts.

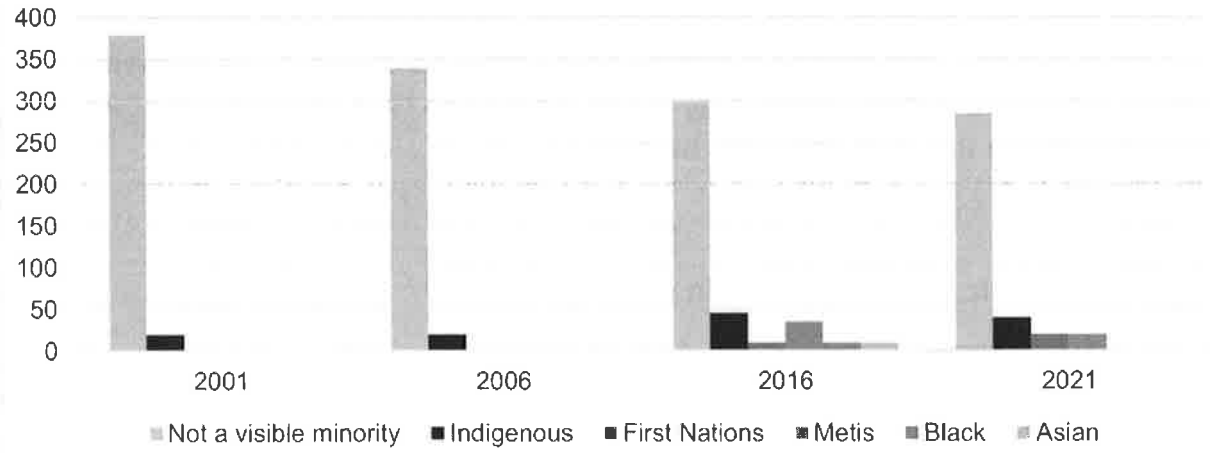
Between different census years, the categories under ethnic and cultural origins have varied greatly. This means a direct comparison across time is not always possible. Figure 32 instead show only those categories that are consistent across time, while using the 2021 category names.

Figure 31 Ethnic or Cultural Origin (2021)



What can be seen is that the majority of residents have been mostly classified as "not a visible minority" (Figure 32). This term can be seen as problematic in itself, since it refers to racialized people as minorities regardless of the community composition. "'Visible minority' refers to whether a person is a visible minority or not as defined by the Employment Equity Act. The Employment Equity Act defines visible minorities as "persons other than Aboriginal peoples who are non-Caucasian in race or non-white in colour"" (Statistics Canada, 2022). First Nations and Métis were added as categories in the 2016 census, and both are counted within the Indigenous category, which is itself counted in the "not a visible minority" category.

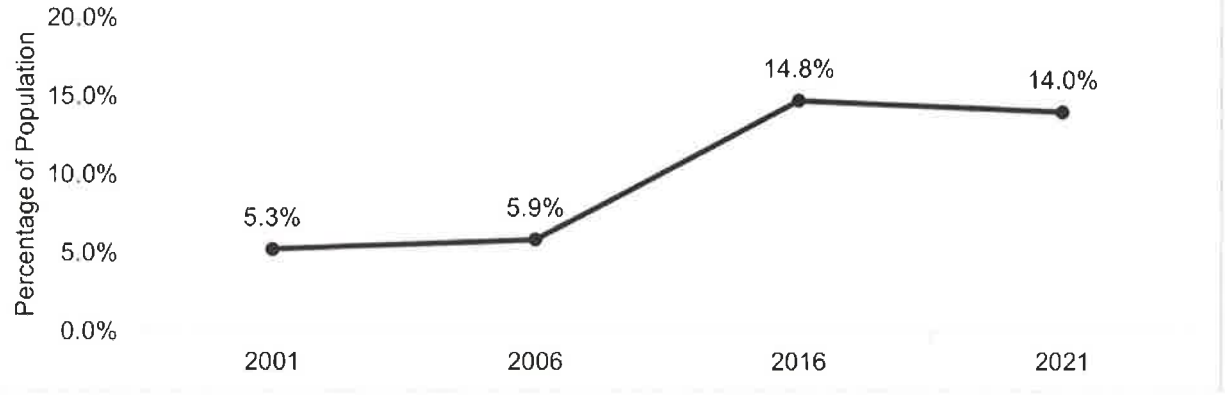
Figure 32 Ethnic or Cultural Origin Over Time



Terminology has also changed in regard to Indigenous Peoples and the census. The 2021 definition replaced the legal but outdated term 'Aboriginal' with the preferred term 'Indigenous'. Figure 33 shows a significant increase in Indigenous individuals living in Sayward over time. It should be noted that the cultural existence of Indigenous Peoples pre-dates the forming of Canada, so it is more appropriate to say Indigenous Peoples in Canada than "of Canada" as used in the definition by Statistics Canada.

Finally, Figures 34 & 35 compare the "generation status" of Sayward residents to BC overall. Sayward has significantly less first generation Canadian residents.

Figure 33 Indigenous Identity Over Time*



*""Indigenous ancestry' refers to whether a person has ancestry associated with the Indigenous peoples of Canada that is First Nations (North American Indian) Métis and/or Inuit. Aboriginal peoples (referred to here as Indigenous peoples) of Canada are defined in the Constitution Act 1982 Section 35 (2) as including the Indian Inuit and Métis peoples of Canada. The term 'Aboriginal' has been replaced with the updated term of 'Indigenous' when referring to individuals who identify themselves as First Nations people Métis and/or Inuit." (Statistics Canada, 2022).

Figure 34 Generation Status Sayward (2021)

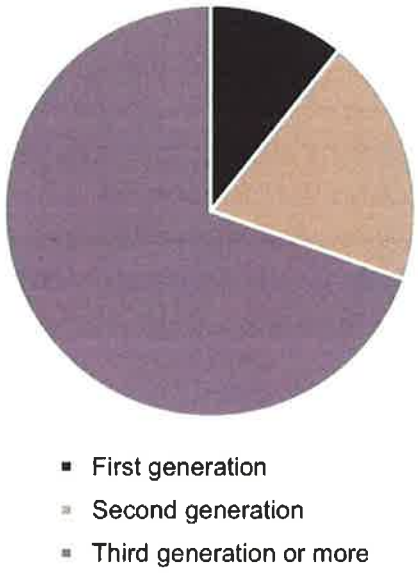
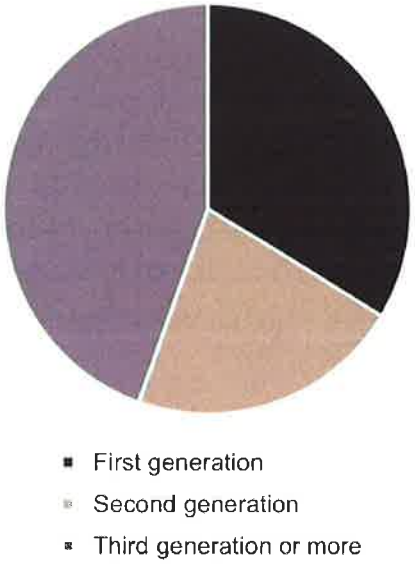


Figure 35 Generation Status BC (2021)



Part II: Land Base

Physical Geography

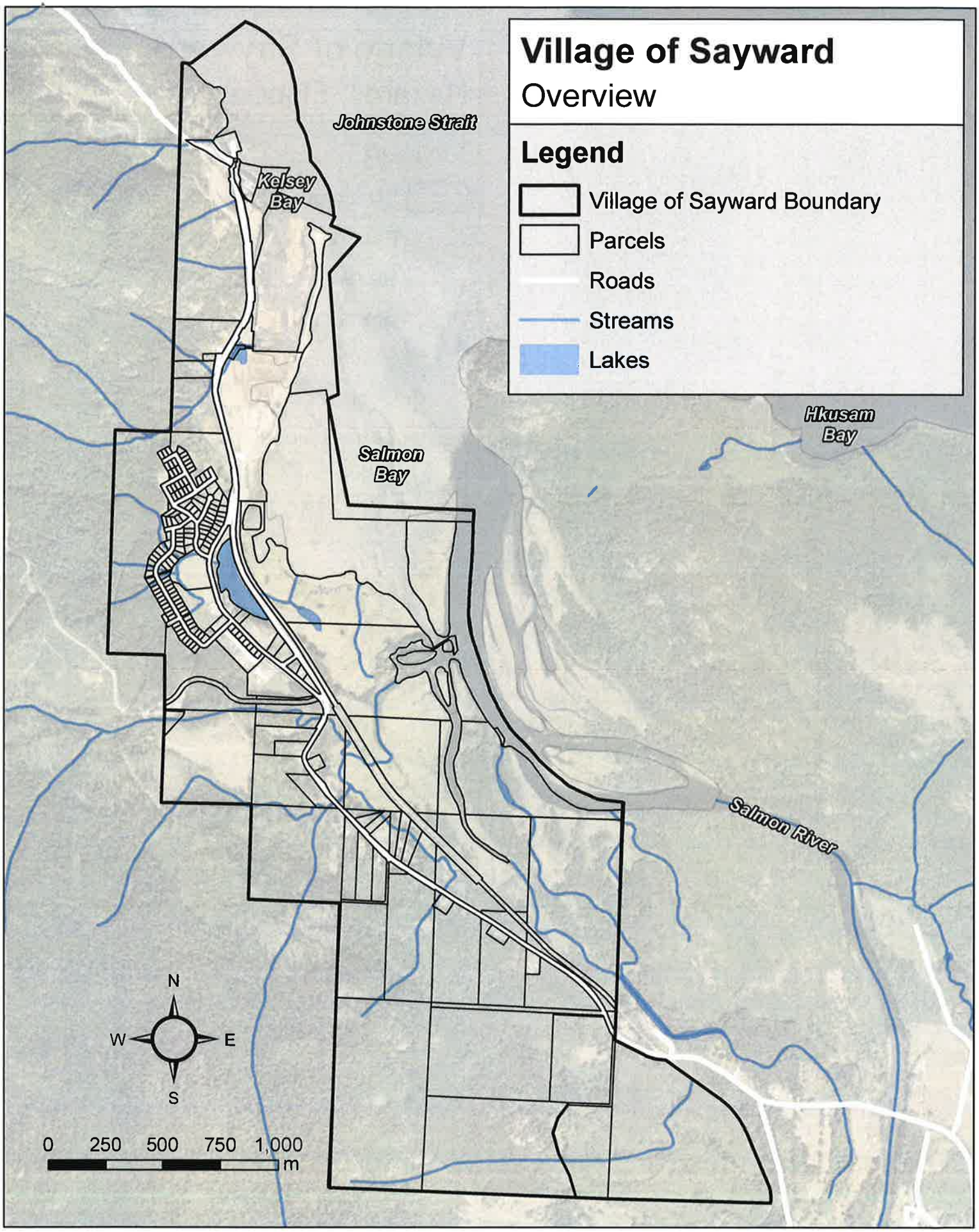
The main purpose of these maps is to identify lands that are subject to hazards and environmentally sensitive areas that should be considered when determining appropriate land uses. Water features and elevation (including bathymetric data) are also represented.

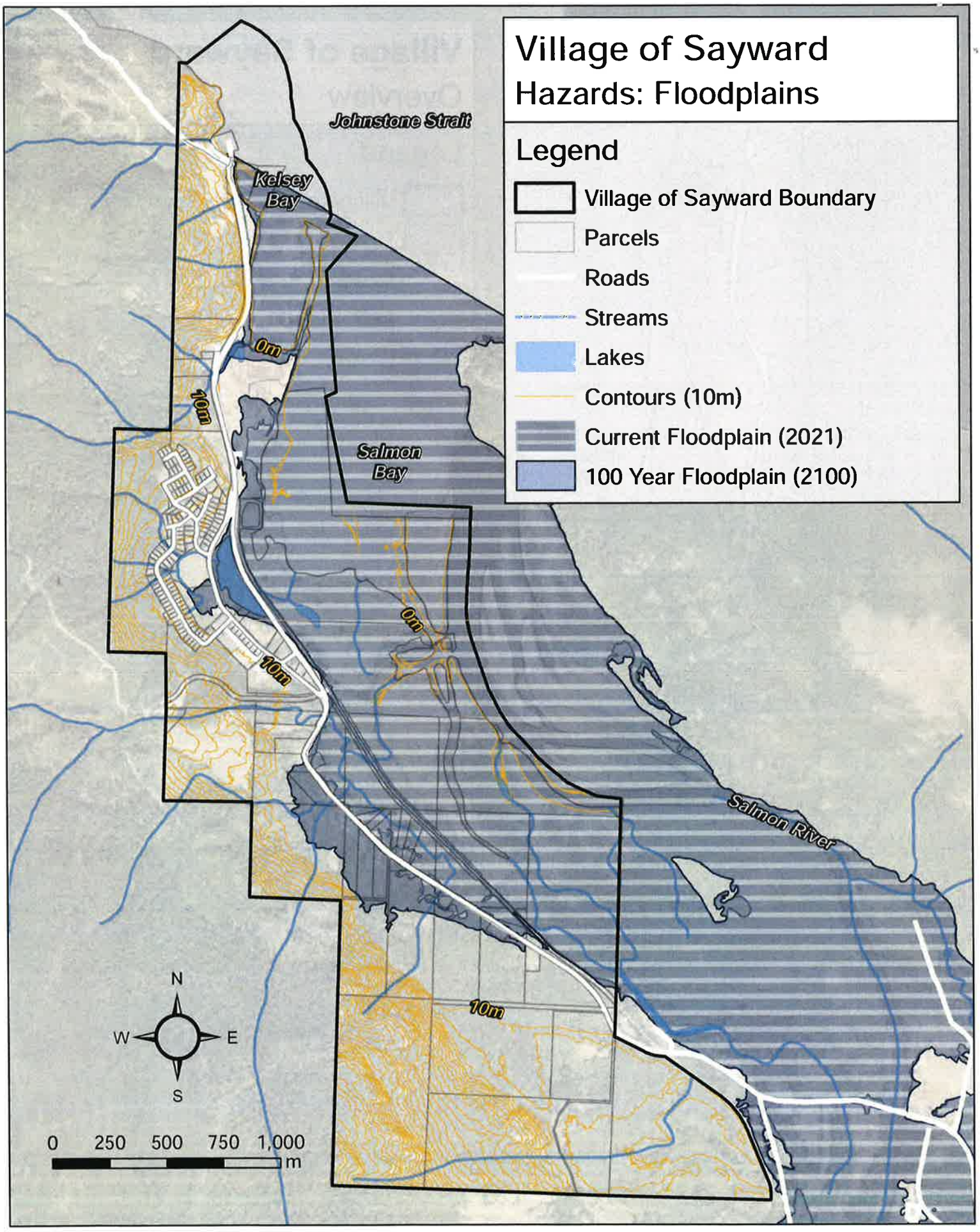
There are no known sand and gravel deposits that are suitable for future sand and gravel extraction within the Village boundaries.

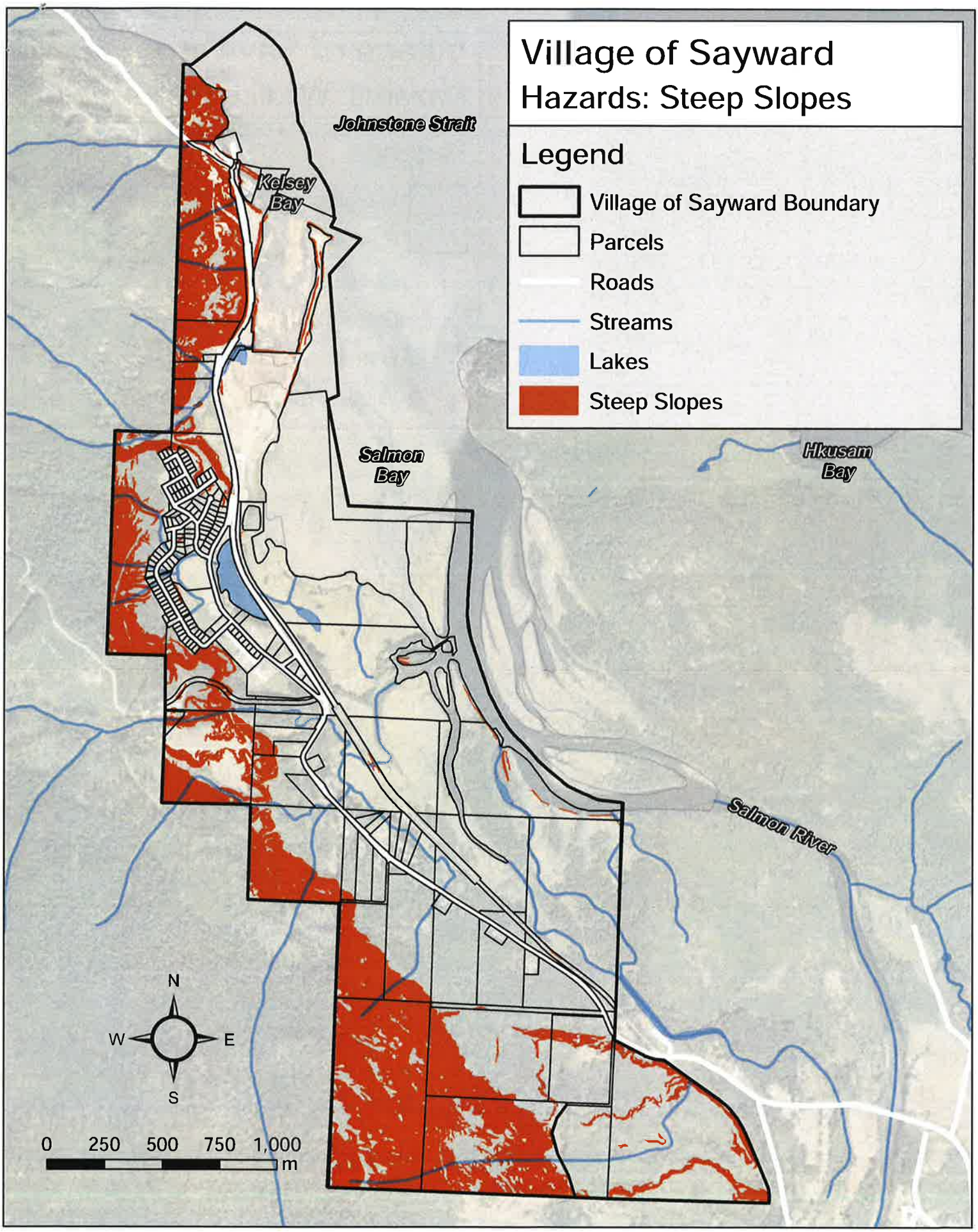
The only Biogeoclimatic Ecosystem Classification (BEC) zone prevalent in the Village of Sayward is the Coastal Western Hemlock (CWH) zone. Within the CWH zone, the Village of Sayward falls under two subzones called the Western Very Dry Maritime subzone (CWH xm 2) and the Submontane Very Wet Maritime subzone (CWH vm 1).

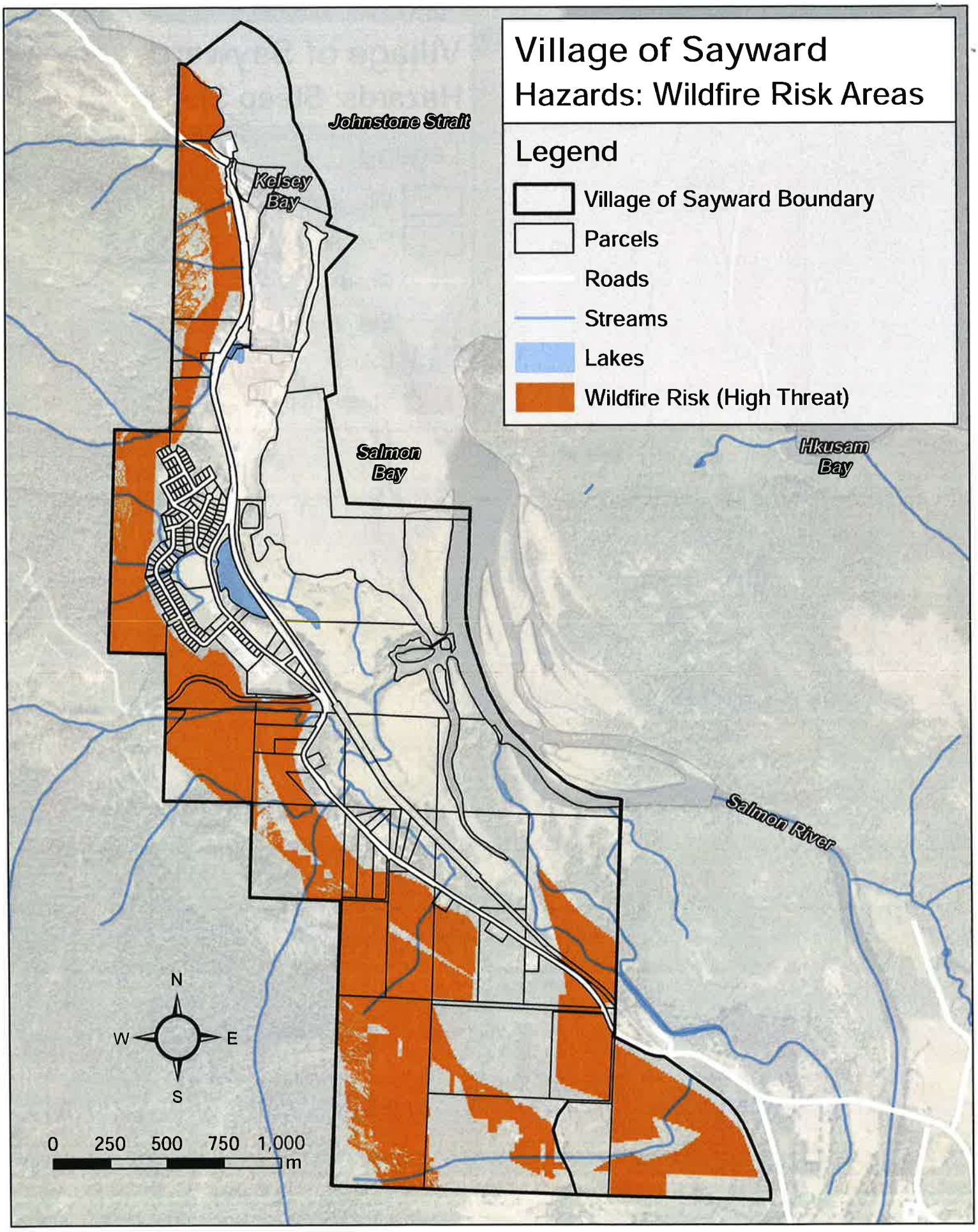
Overall, the CWH zone is classified as an ecosystem found along the lower elevations of coastal mountains on the west coast from Oregon to Alaska (BC Ministry of Forests, 1991, p.96). Areas within this zone experience on average large amounts of rainfall, cool summers, and mild winters compared to other zones in BC (BC Ministry of Forests, 1991, p.96). Tree species found in this zone are dependant on the elevation of the area, but can include western hemlock, western redcedar, douglas-fir, amabilis fir, yellow-cedar, grand fir, western white pine, bigleaf maple, red alder, black cottonwood, and sitka spruce (BC Ministry of Forests, 1991, p.96).

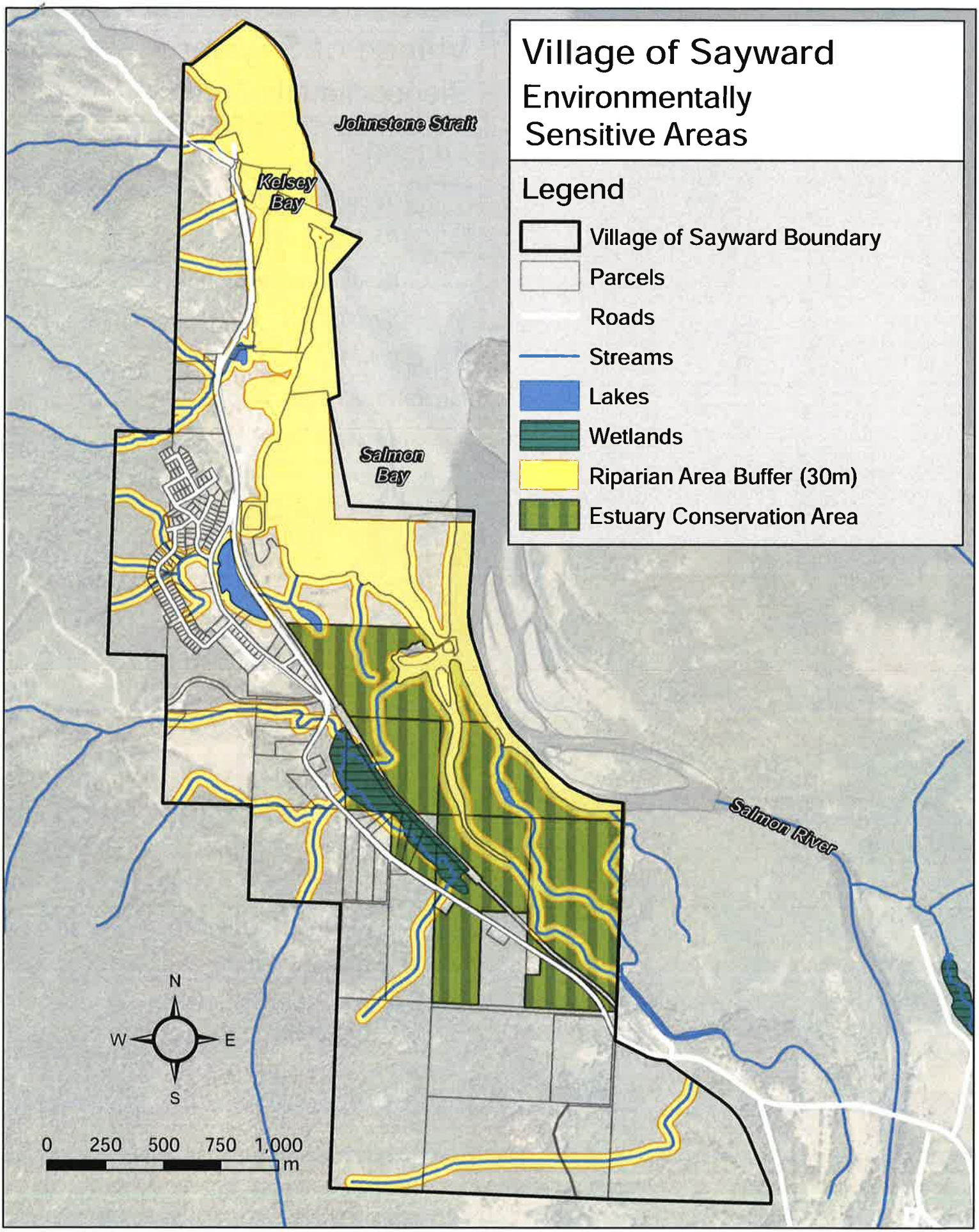
For wildlife, the CWH zone is home to species such as black bears, grizzly bears, black-tailed deer, cougars, gray wolves, Spotted Owls, Marbled Murrelet, the Pacific giant salamander, tailed frog, and anadromous salmon among others (BC Ministry of Forests, 1994, p.237).

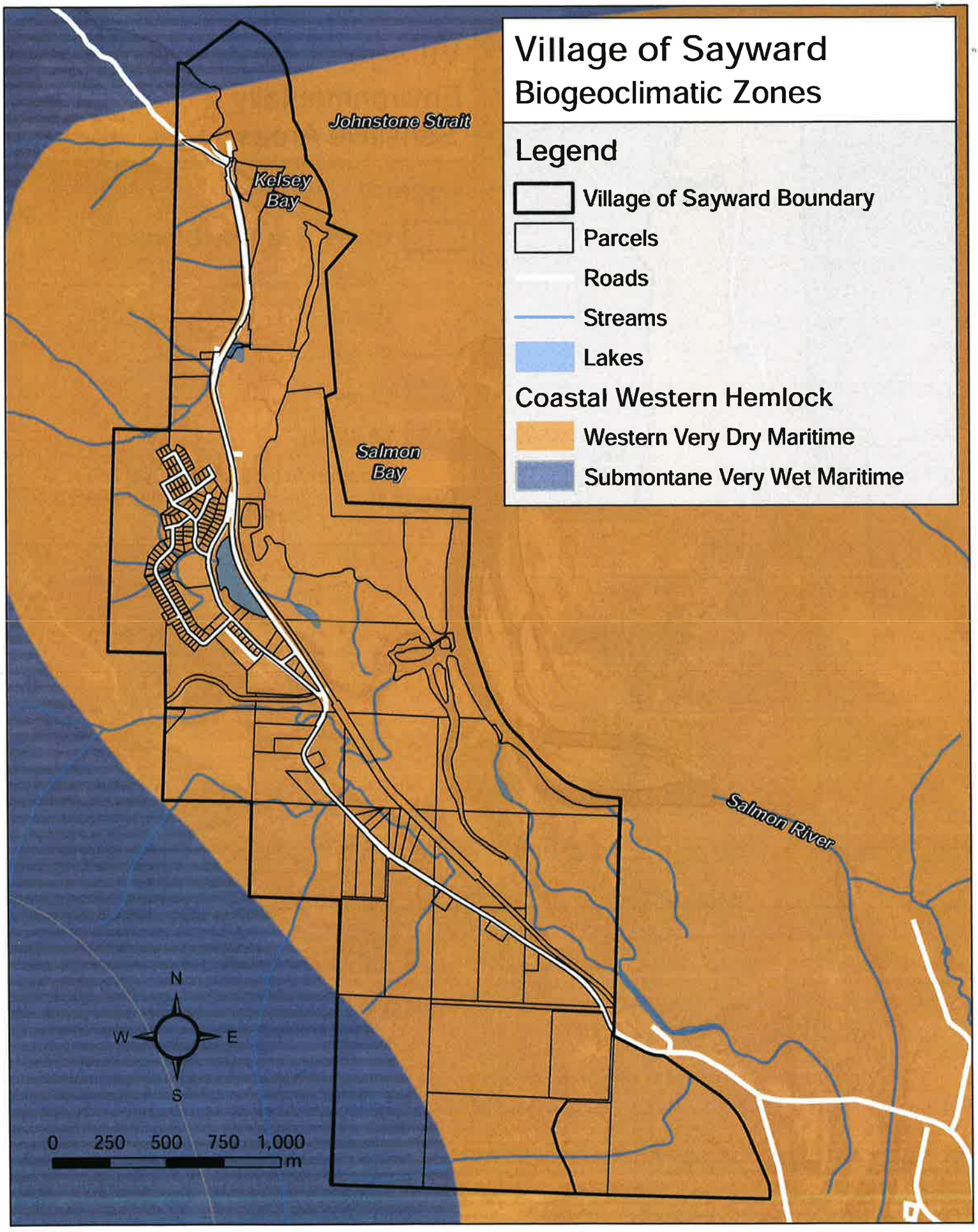

Village of Sayward
Overview
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m

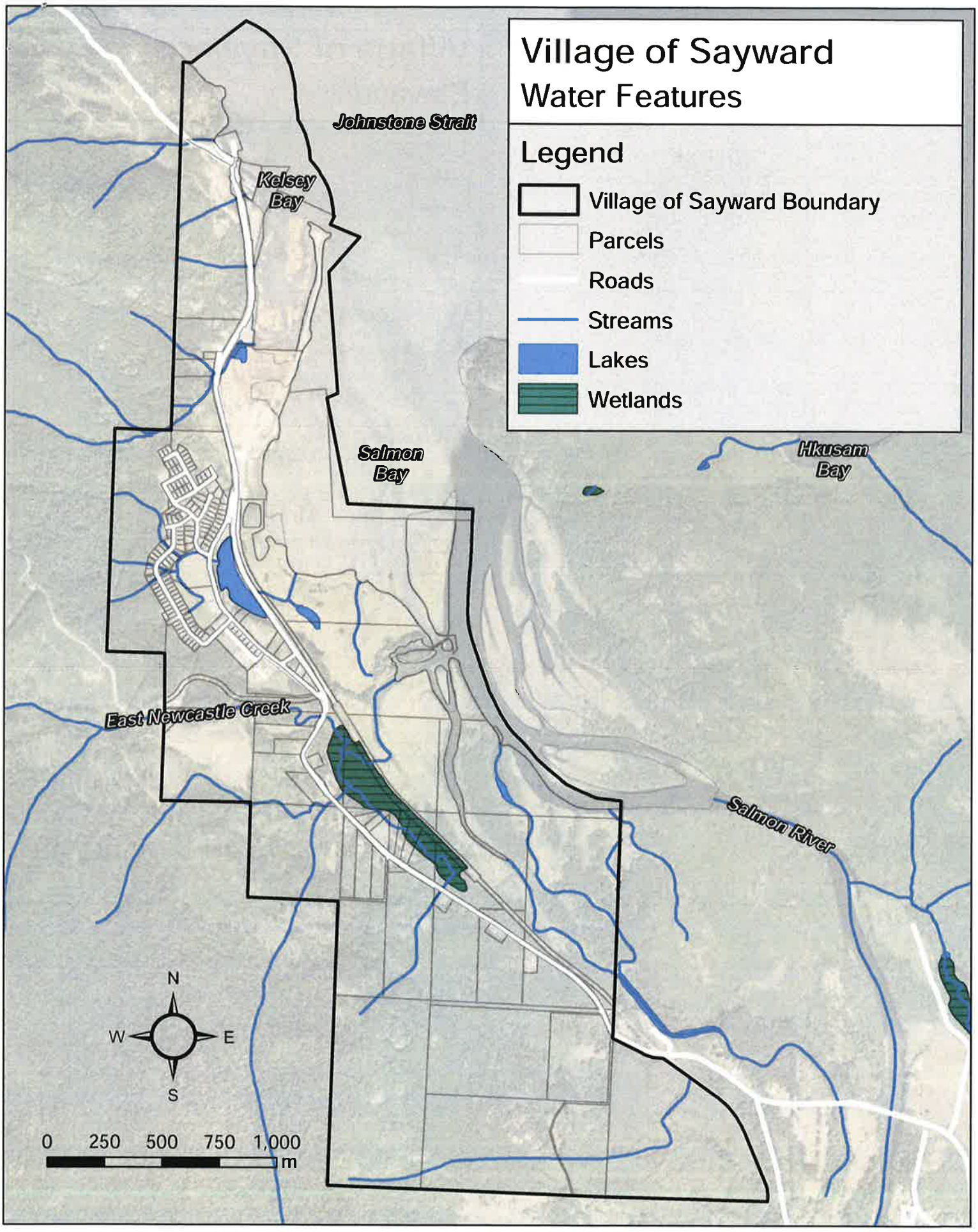

Village of Sayward
Hazards: Floodplains
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Contours (10m)
Current Floodplain (2021)
100 Year Floodplain (2100)
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
0m
10m
N
W
E
S
0 250 500 750 1,000
m

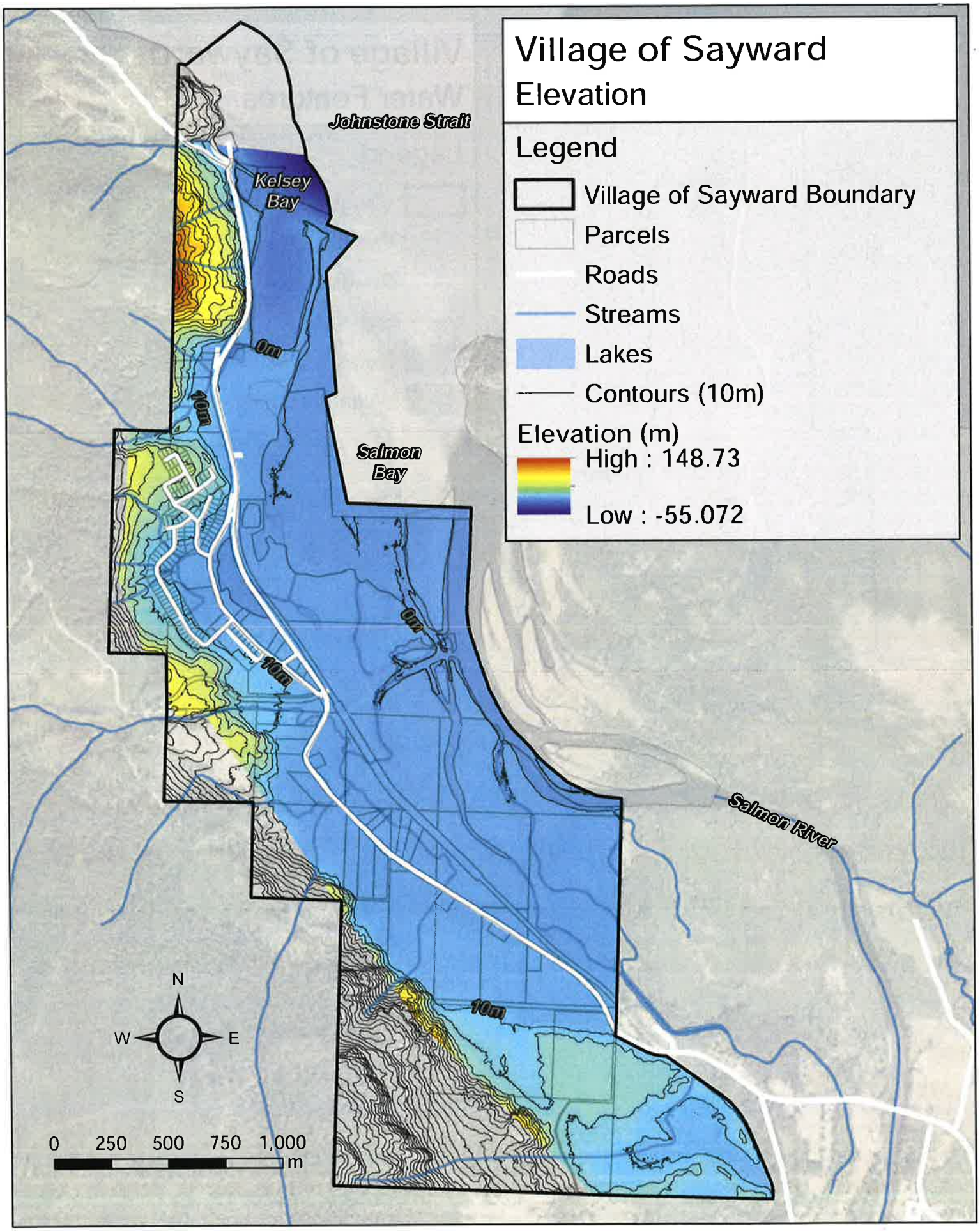

Village of Sayward
Hazards: Steep Slopes
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Steep Slopes
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m


Village of Sayward
Hazards: Wildfire Risk Areas
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Wildfire Risk (High Threat)
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m


Village of Sayward
Environmentally
Sensitive Areas
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Wetlands
Riparian Area Buffer (30m)
Estuary Conservation Area
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
N
W
E
S
0 250 500 750 1,000 m


Village of Sayward
Biogeoclimatic Zones
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Coastal Western Hemlock
Western Very Dry Maritime
Submontane Very Wet Maritime
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m


Village of Sayward
Water Features
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Wetlands
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
East Newcastle Creek
Salmon River
N
W
E
S
0 250 500 750 1,000
m


Village of Sayward
Elevation
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Contours (10m)
Elevation (m)
High : 148.73
Low : -55.072
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
0m
10m
N
W
E
S
0 250 500 750 1,000
m

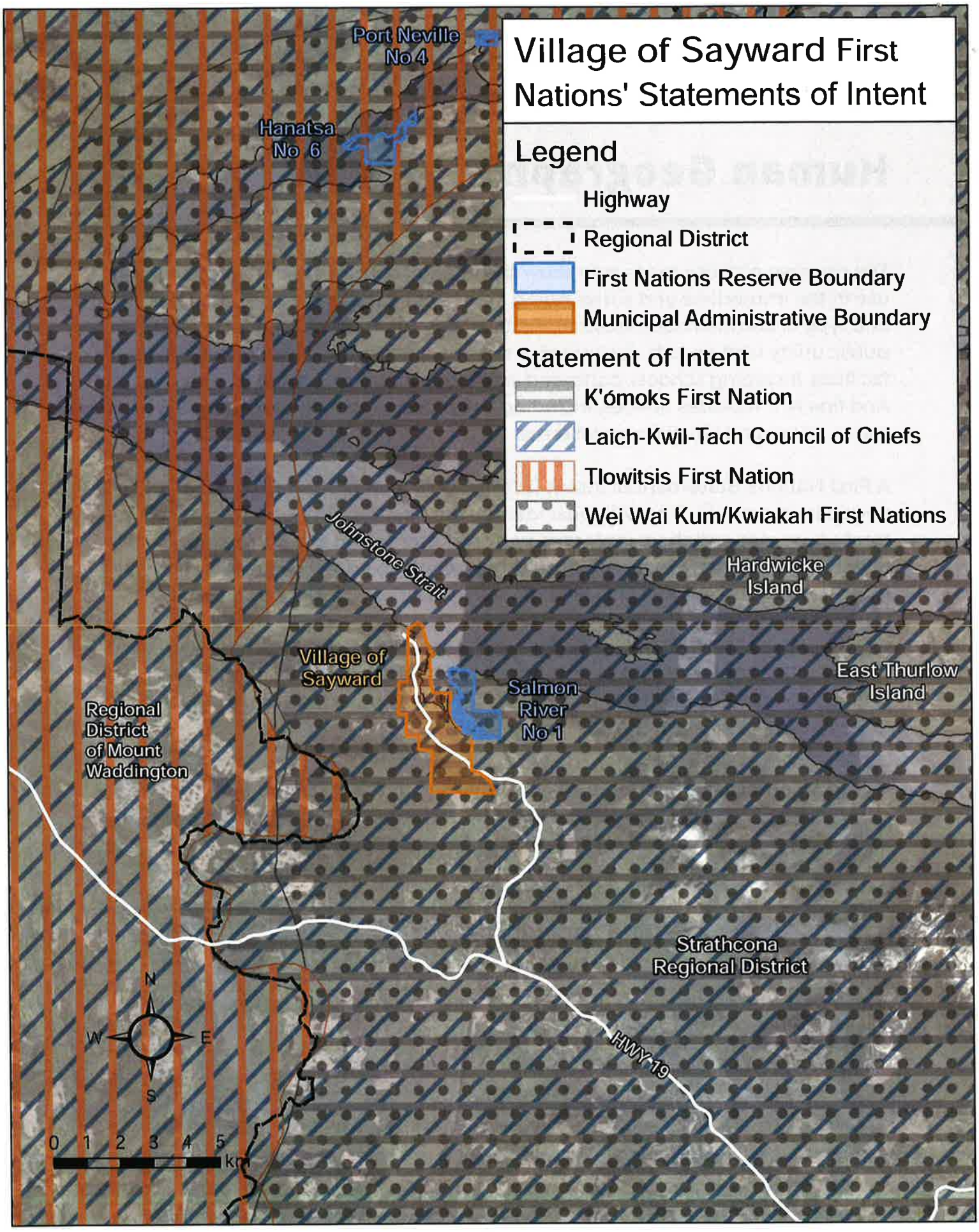
Human Geography

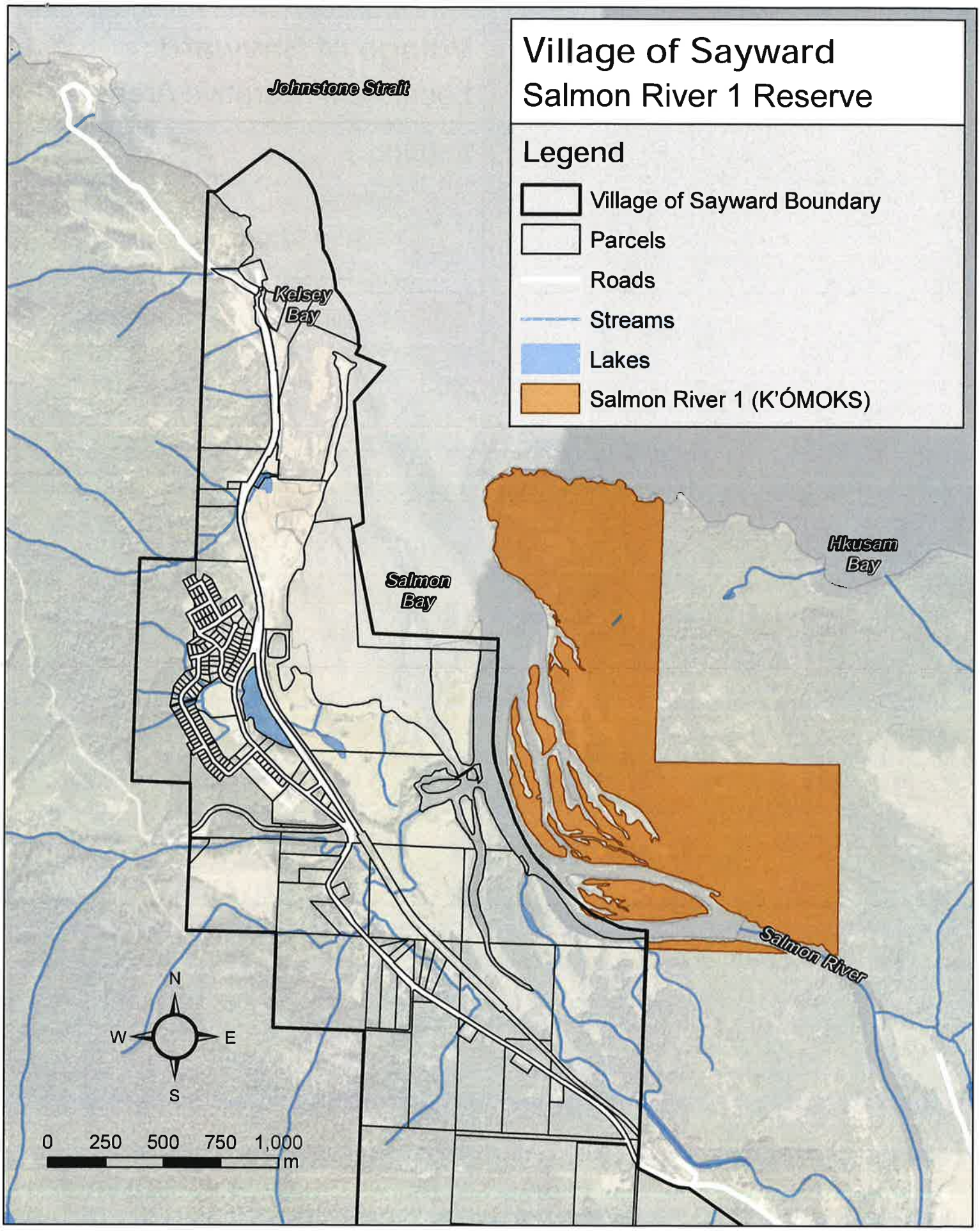
The purpose of these maps is to show the relation of human populations to land use in the immediate and surrounding area. This includes the present location and type of commercial, industrial, institutional, agricultural, recreational and public utility land uses. It also includes the present location and type of public facilities, including schools, parks and waste treatment and disposal sites. And finally, it includes utilities, including the present location of major road, water, sewer and stormwater systems.

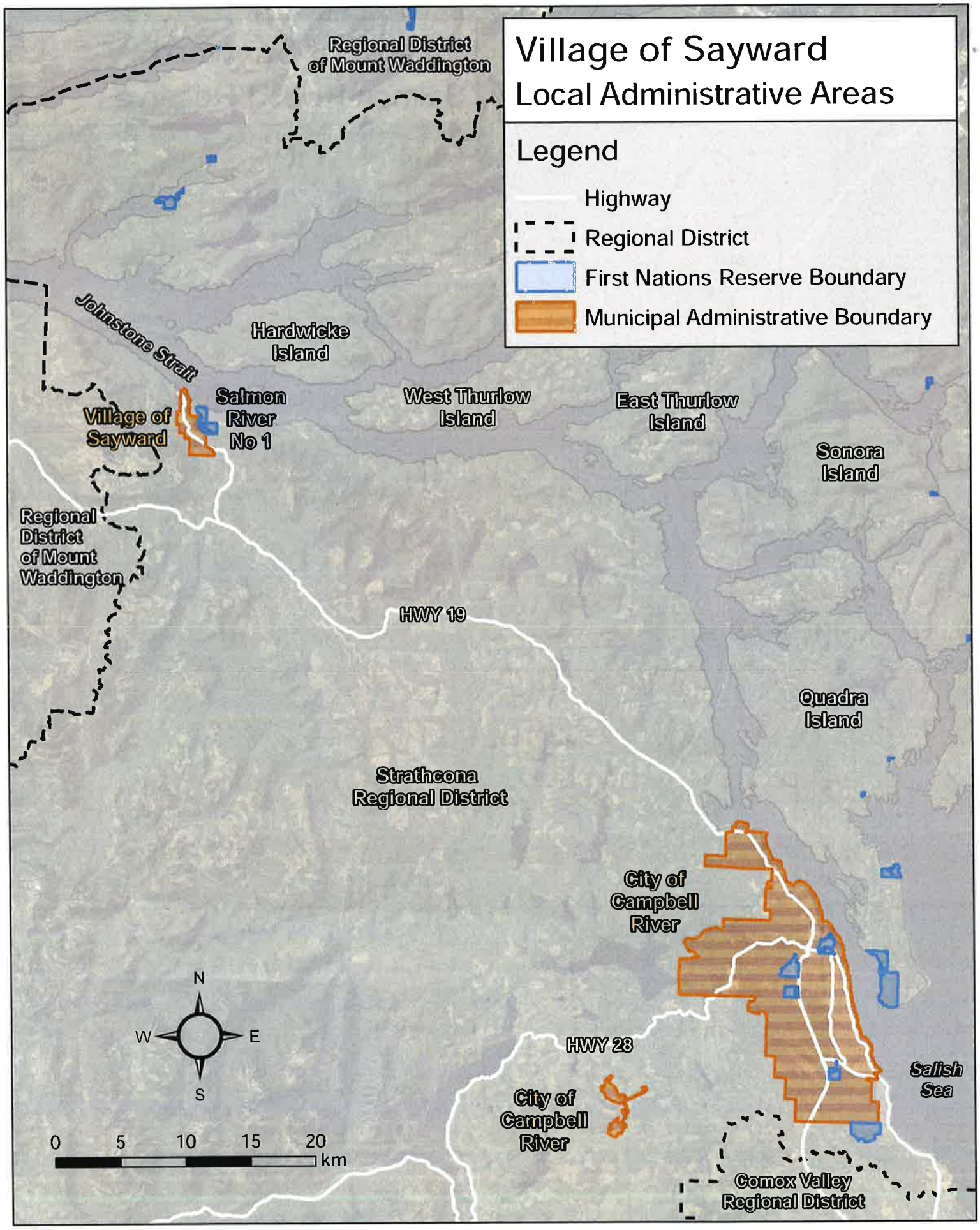
A First Nations' Statement of Intent (SOI) is the first step in the BC Treaty negotiation process. "The SOI must identify the First Nation's governing body for treaty purposes and the people that body represents and show that the governing body has a mandate from those people to enter the process. The SOI must describe the geographic area of the First Nation's distinct traditional territory and identify any overlaps with other First Nations." (BC Treaty Commission, 2022). The Village of Sayward is covered by three current SOIs: K'ómoks First Nation, Wei Wai Kum/Kwaiakah First Nations, and Laich-Kwil-Tach Council of Chiefs. Contact information (Table 4) was provided by the provincial GIS database along with the SOI map (page 43).

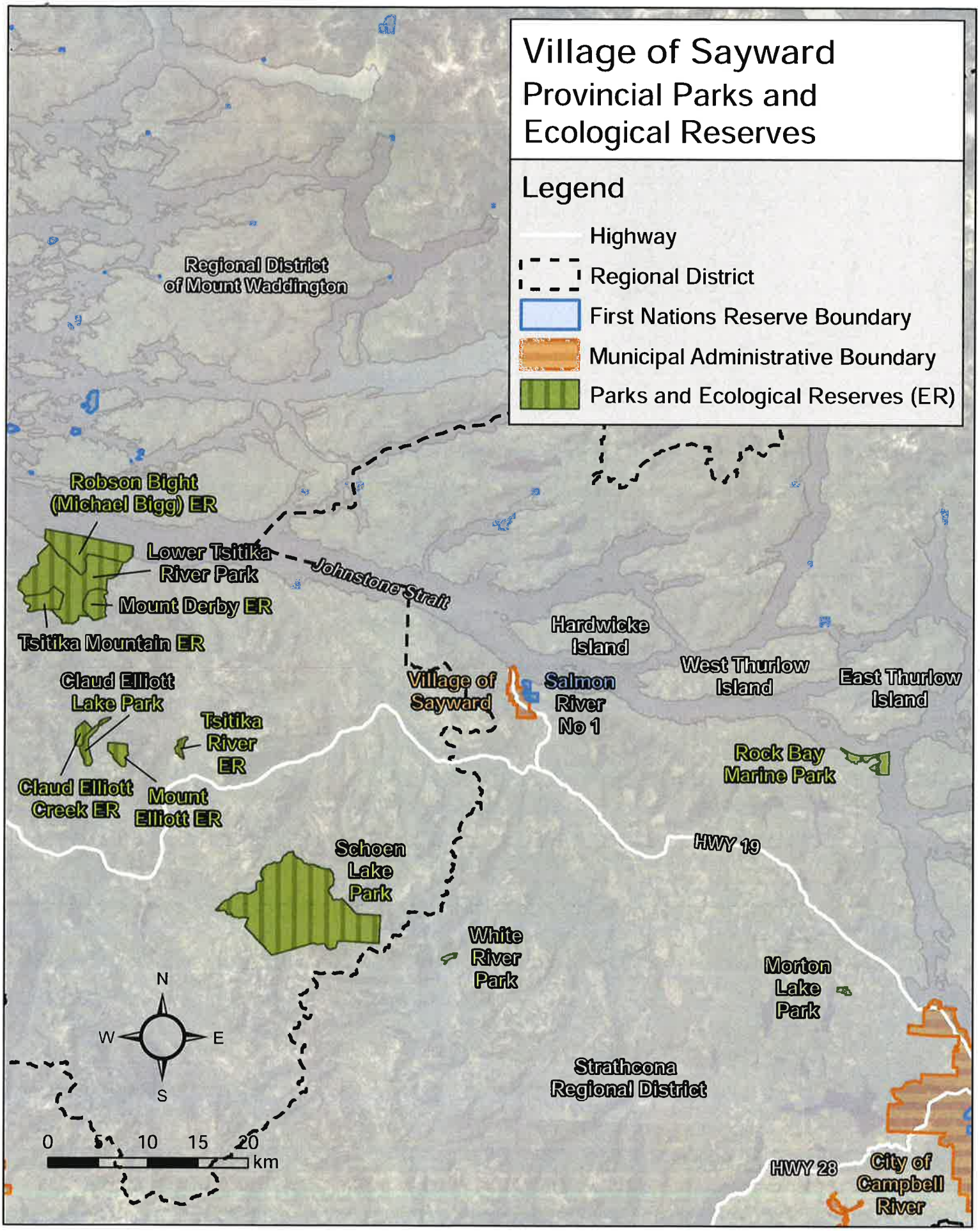
Table 4 Contact Information for First Nations with Treaty SOIs

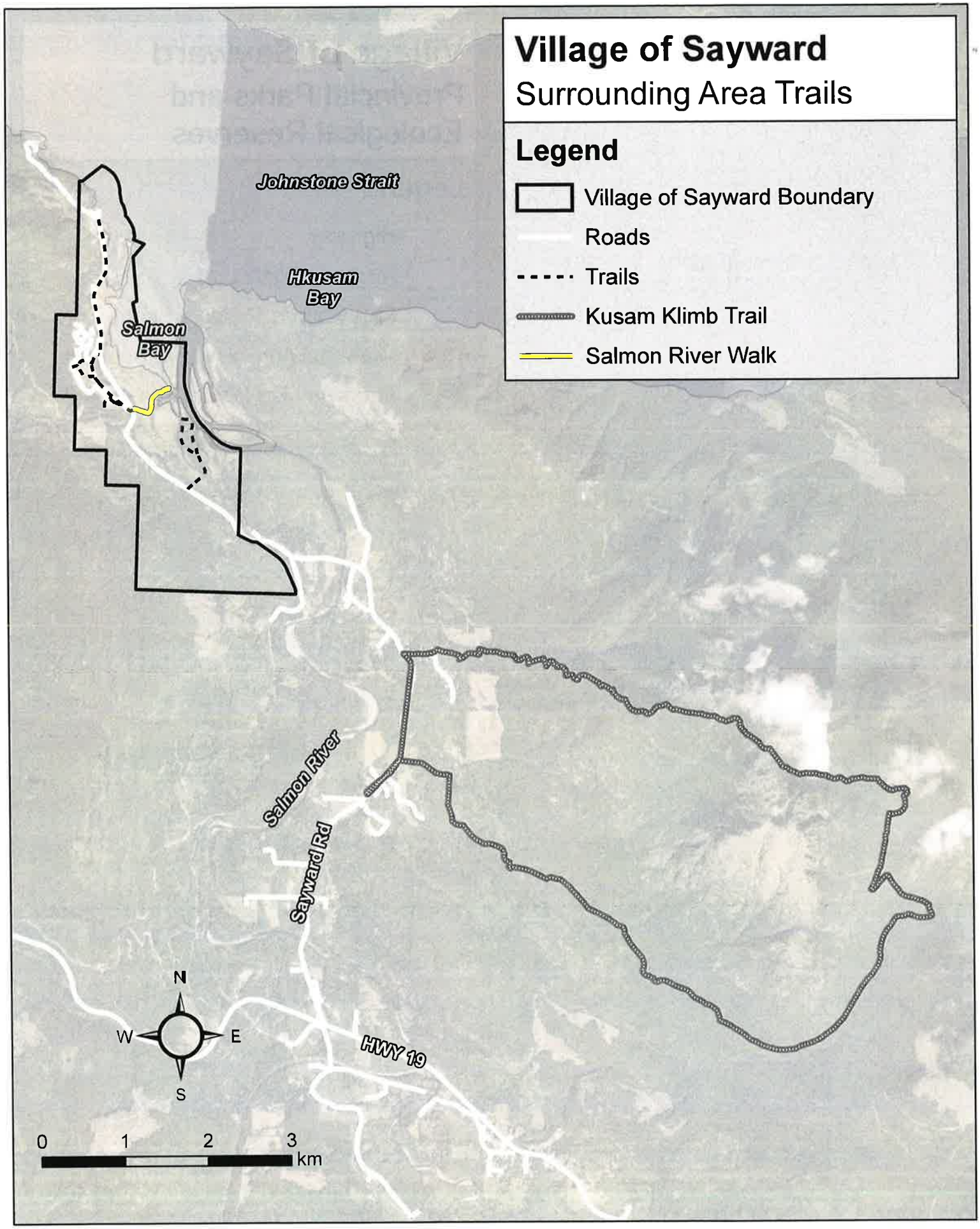
Contact Name	K'omoks First Nation	Wei Wai Kum Nation	We Wai Kai Nation	Nanwakolas Council
Contact Title	Chief and Council	Chief and Council	Main Office	
Contact Address	3330 Comox Road, Courtenay, BC V9N 3P8	1650 Old Spit Road, Campbell River, BC V9W 3E8	690 Headstart Crescent, Campbell River, BC V9H 1P9	1441 16th Avenue, Campbell River, BC V9H 1V8
Contact Phone	2503394545	2502866949	2509141890	2502867200
Contact Fax	2503397053	2502878838	2509141891	
Contact Email	reception@komoks.ca	referrals@weiwaikum.ca	referrals@weiwaikum.ca	referrals@nanwakolas.com

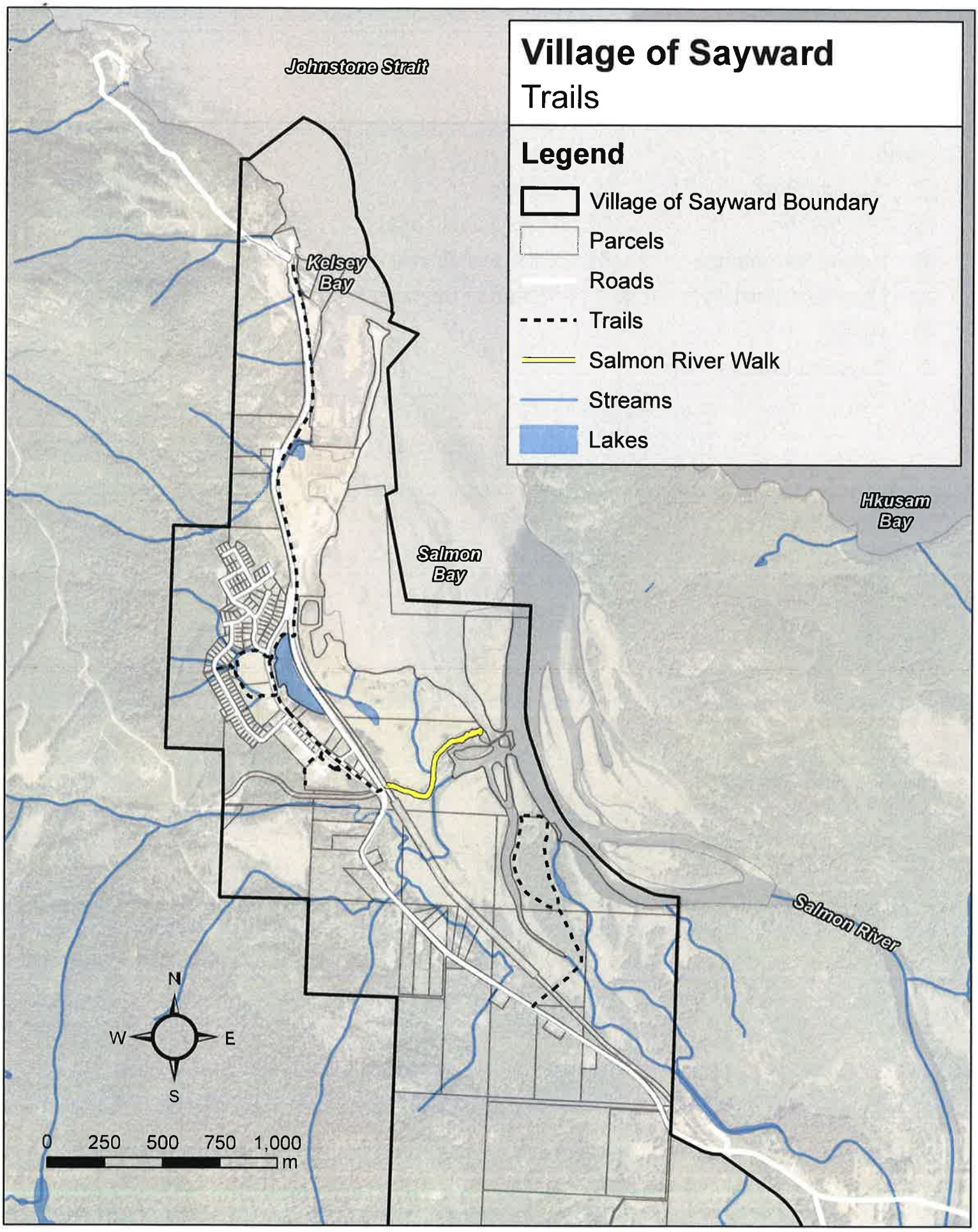

Village of Sayward First Nations' Statements of Intent
Legend
Highway
Regional District
First Nations Reserve Boundary
Municipal Administrative Boundary
Statement of Intent
K'ómoks First Nation
Laich-Kwil-Tach Council of Chiefs
Tlowitsis First Nation
Wei Wai Kum/Kwiakah First Nations
Port Neville No 4
Hanatsa No 6
Johnstone Strait
Hardwicke Island
Village of Sayward
Salmon River No 1
East Thurlow Island
Regional District of Mount Waddington
Strathcona Regional District
HWY 19
N
W
E
S
0 1 2 3 4 5
km


Village of Sayward
Salmon River 1 Reserve
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Salmon River 1 (K'ÓMOKS)
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m

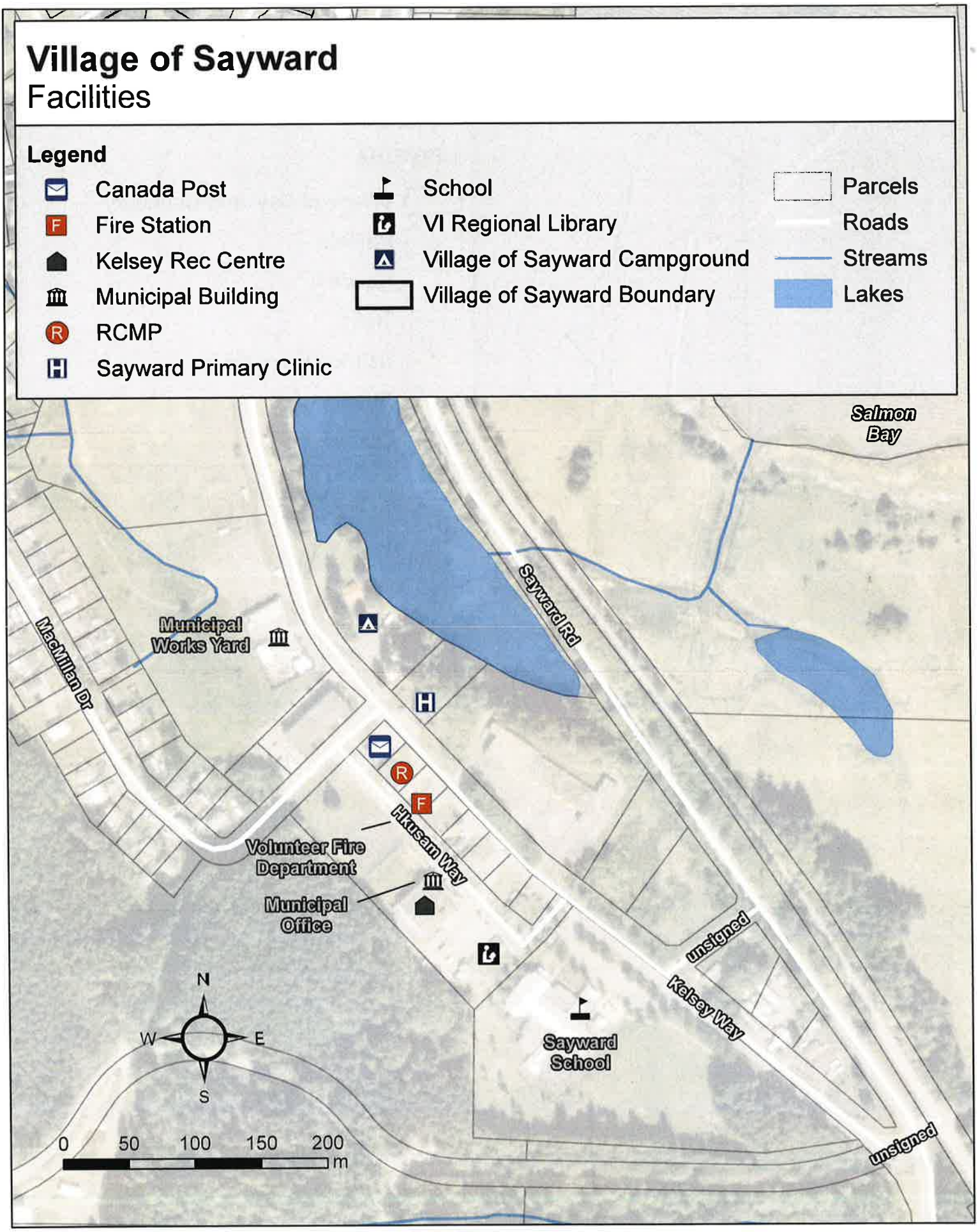

Village of Sayward
Local Administrative Areas
Legend
Highway
Regional District
First Nations Reserve Boundary
Municipal Administrative Boundary
Regional District of Mount Waddington
Johnstone Strait
Hardwicke Island
Salmon River No 1
Village of Sayward
West Thurlow Island
East Thurlow Island
Sonora Island
Regional District of Mount Waddington
HWY 19
Quadra Island
Strathcona Regional District
City of Campbell River
N
W
E
S
HWY 28
Salish Sea
City of Campbell River
0 5 10 15 20
km
Comox Valley Regional District

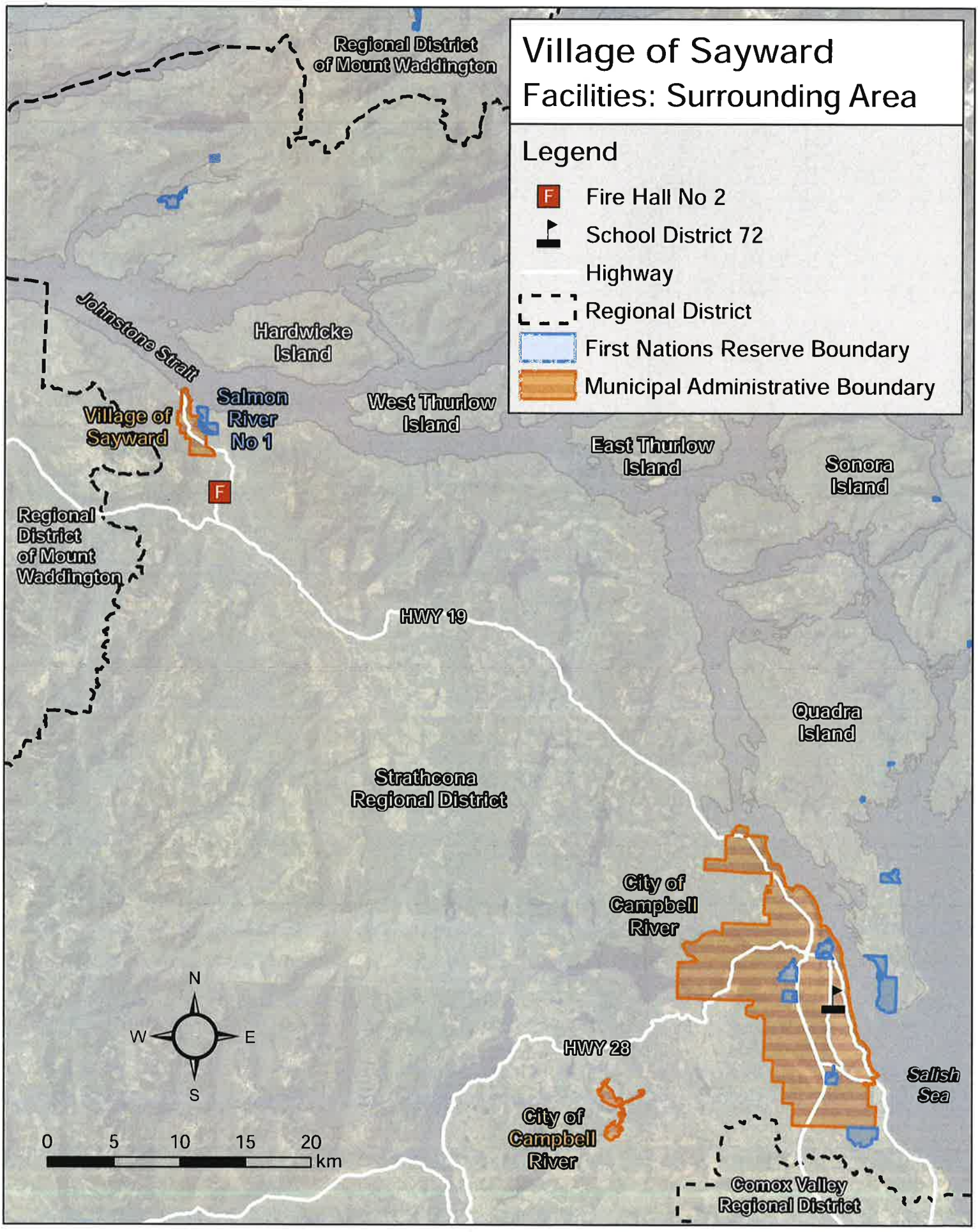

Village of Sayward
Provincial Parks and
Ecological Reserves
Legend
Highway
Regional District
First Nations Reserve Boundary
Municipal Administrative Boundary
Parks and Ecological Reserves (ER)
Regional District of Mount Waddington
Robson Bight (Michael Bigg) ER
Lower Tsitika River Park
Mount Derby ER
Tsitika Mountain ER
Johnstone Strait
Hardwicke Island
West Thurlow Island
East Thurlow Island
Claud Elliott Lake Park
Village of Sayward
Salmon River No 1
Tsitika River ER
Claud Elliott Creek ER
Mount Elliott ER
Rock Bay Marine Park
HWY 19
Schoen Lake Park
White River Park
Morton Lake Park
N
W
E
S
Strathcona Regional District
0
5
10
15
20
km
HWY 28
City of Campbell River

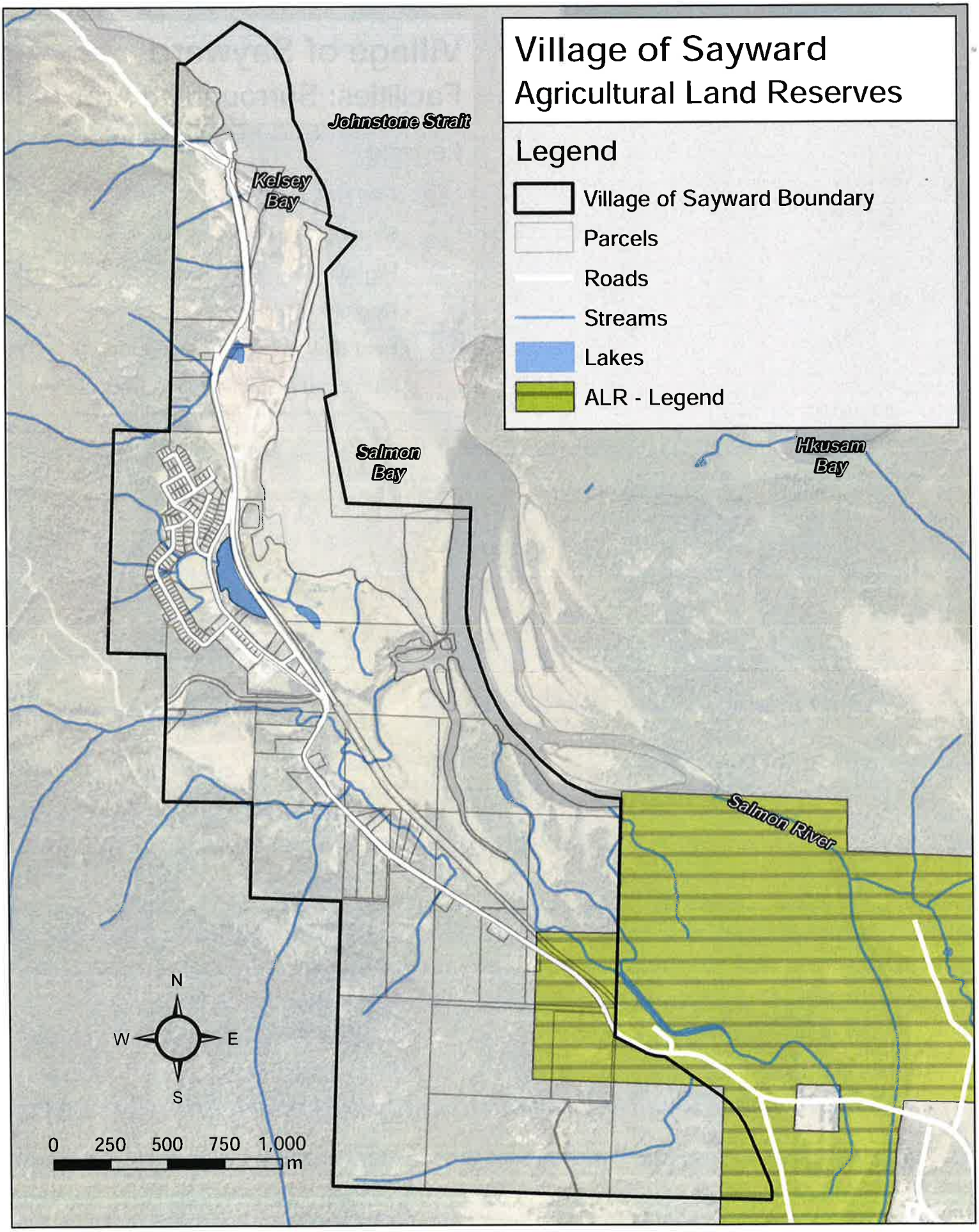

Village of Sayward
Surrounding Area Trails
Legend
Village of Sayward Boundary
Roads
Trails
Kusam Klimb Trail
Salmon River Walk
Johnstone Strait
Hkusam Bay
Salmon Bay
Salmon River
Sayward Rd
HWY 19
N
W
E
S
0
1
2
3
km

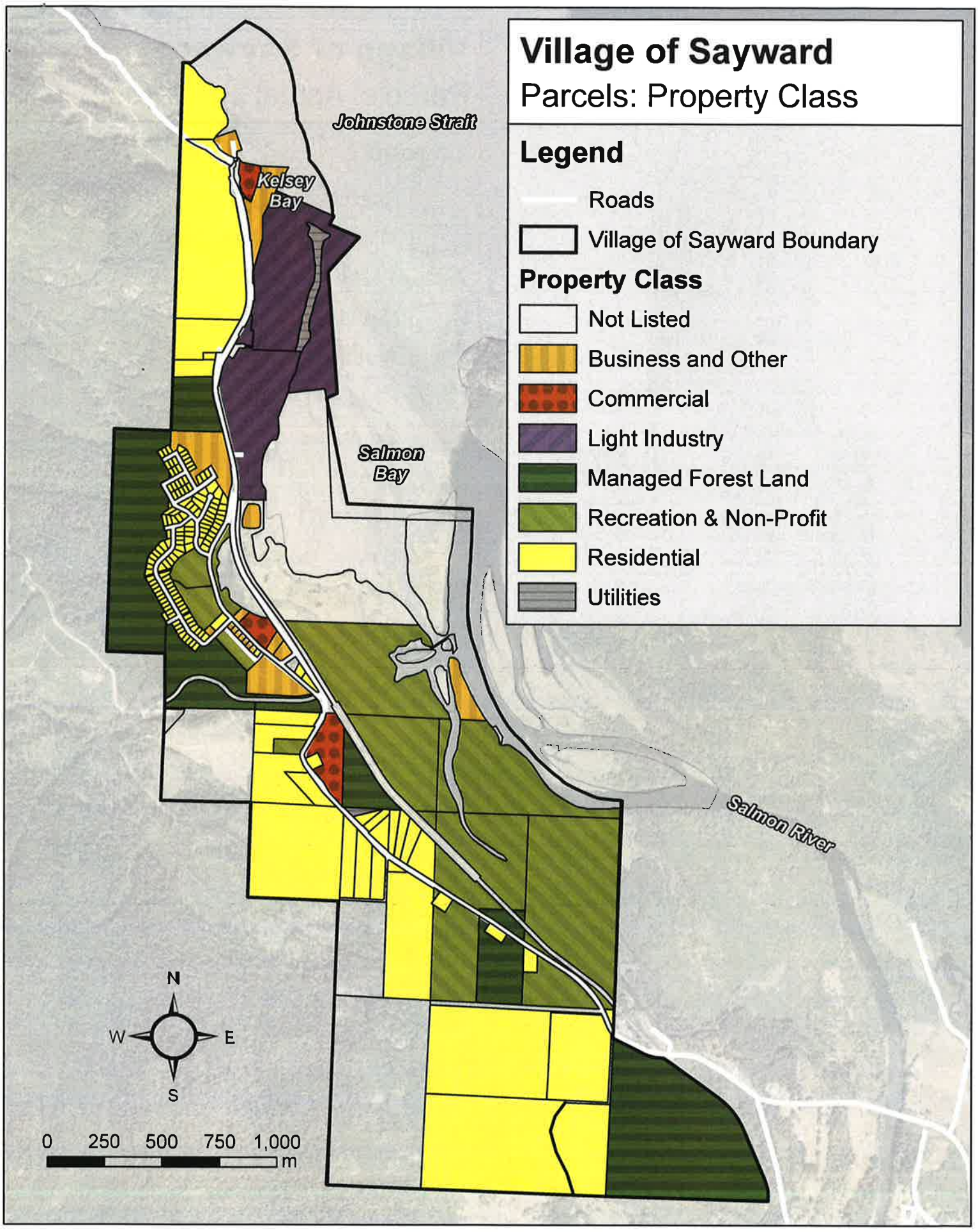

Village of Sayward
Trails
Legend
Village of Sayward Boundary
Parcels
Roads
Trails
Salmon River Walk
Streams
Lakes
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m

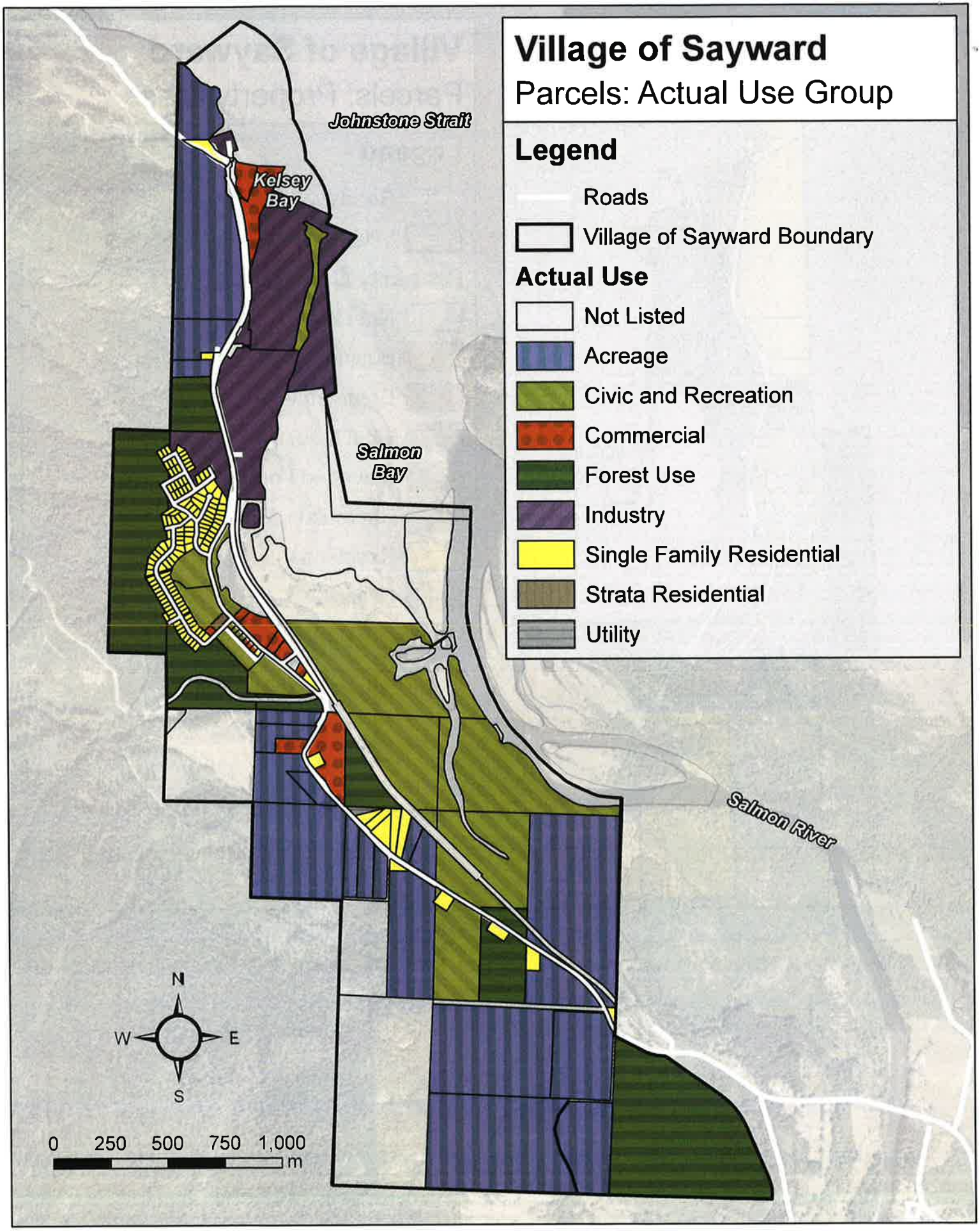
Village of Sayward
Facilities

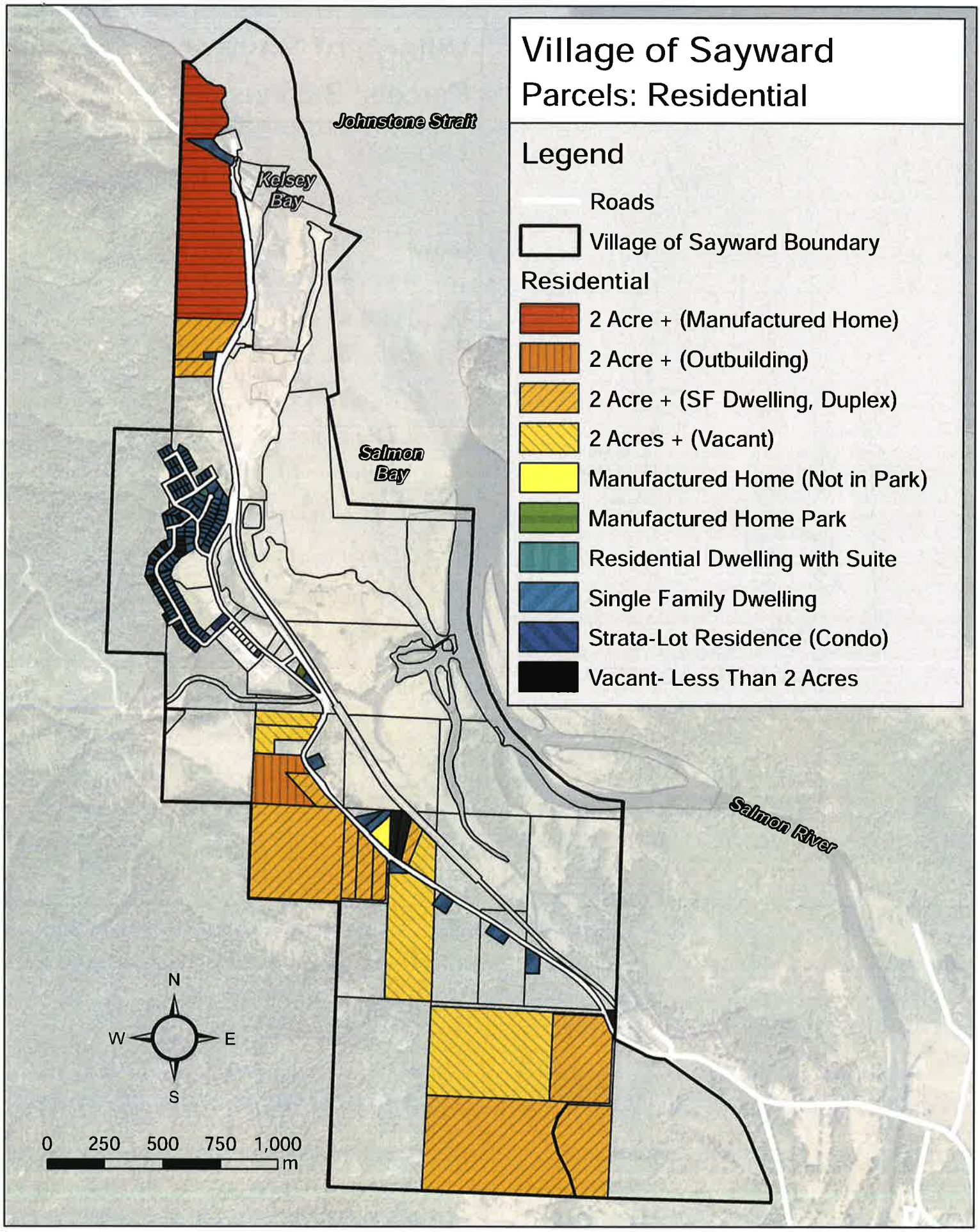


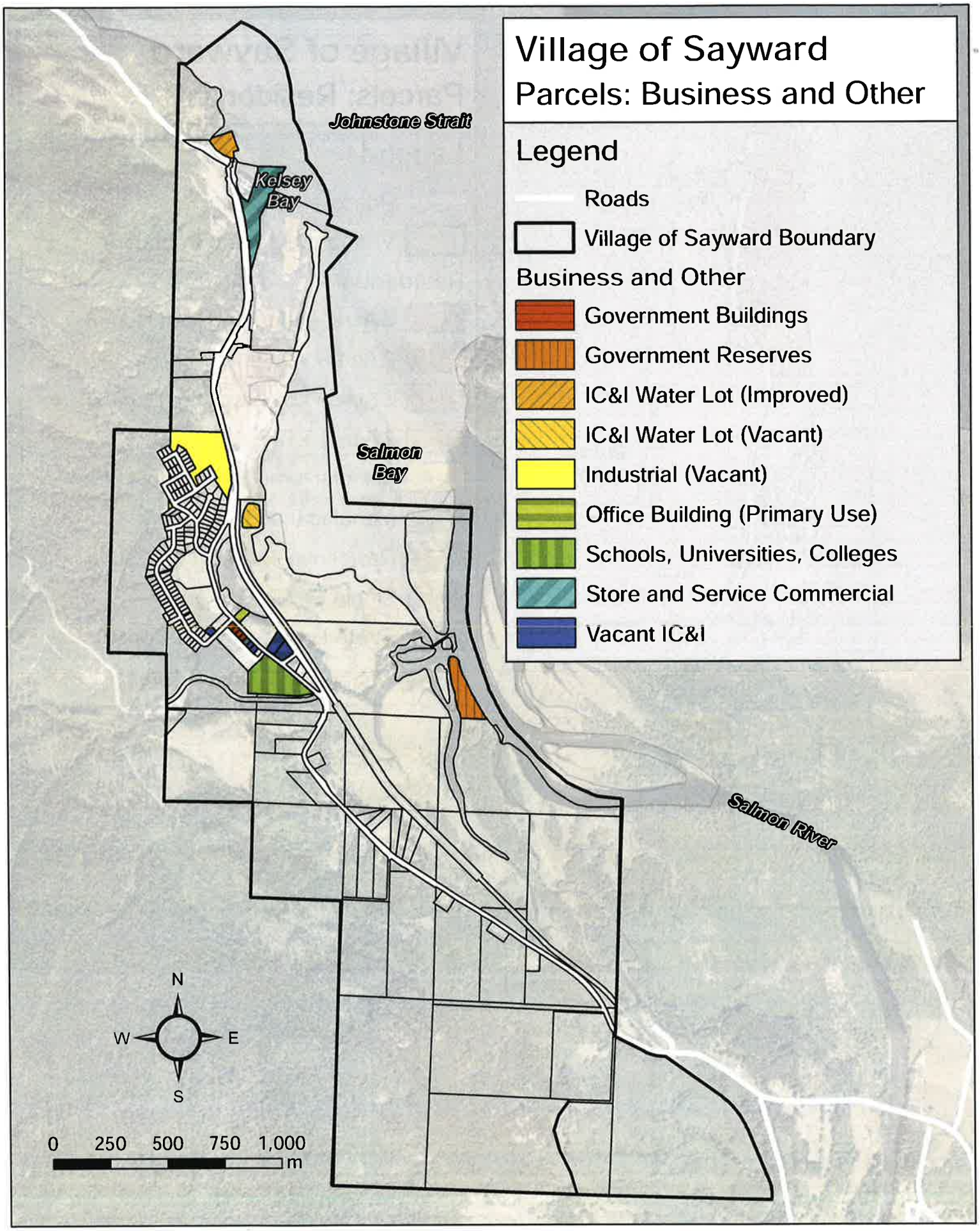

Village of Sayward
Facilities: Surrounding Area
Legend
Fire Hall No 2
School District 72
Highway
Regional District
First Nations Reserve Boundary
Municipal Administrative Boundary
Regional District of Mount Waddington
Johnstone Strait
Hardwicke Island
Salmon River No 1
Village of Sayward
West Thurlow Island
East Thurlow Island
Sonora Island
Regional District of Mount Waddington
HWY 19
Quadra Island
Strathcona Regional District
City of Campbell River
HWY 28
Salish Sea
City of Campbell River
Comox Valley Regional District
N
W
E
S
0 5 10 15 20 km

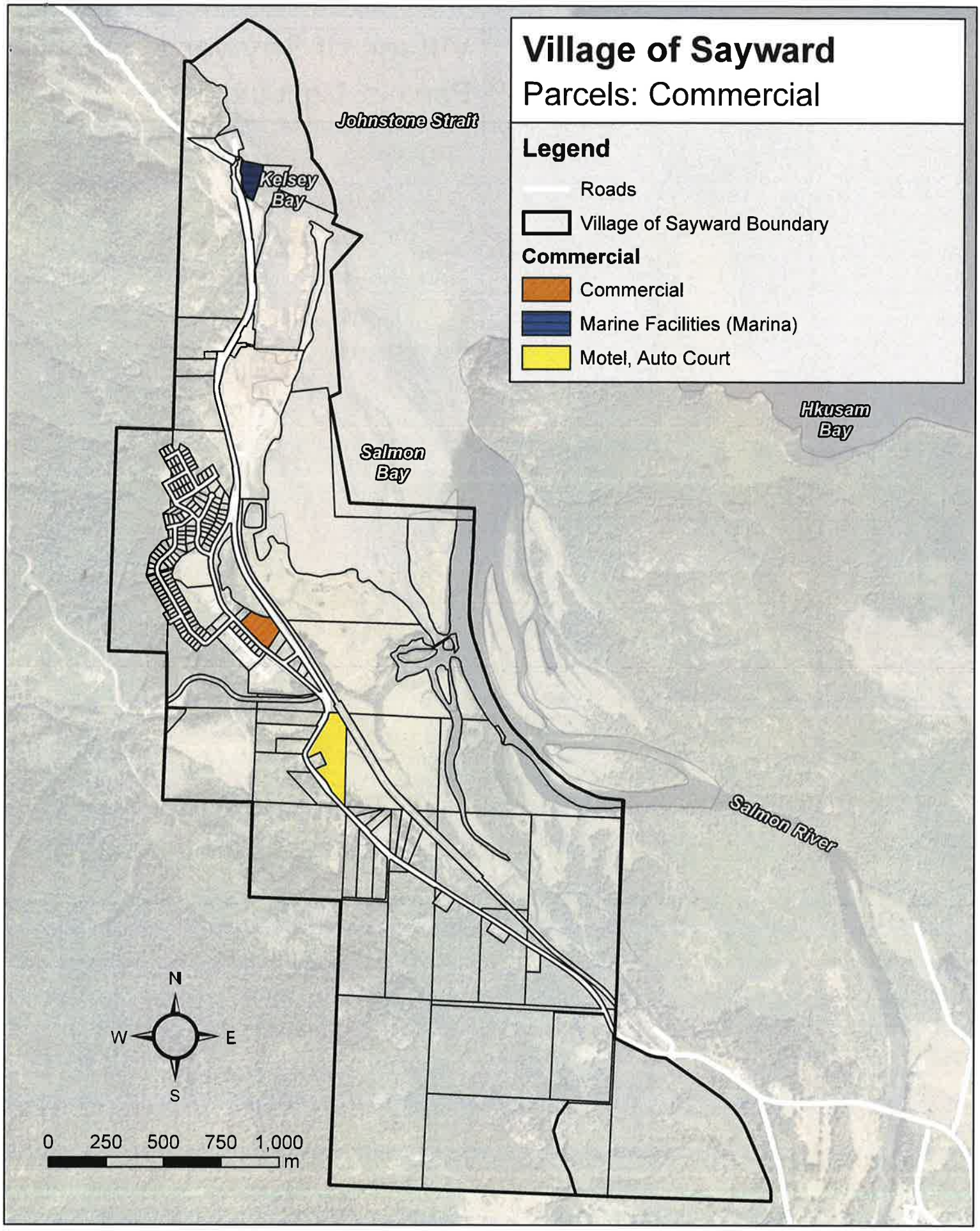

Village of Sayward
Agricultural Land Reserves
Legend
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
ALR - Legend
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m

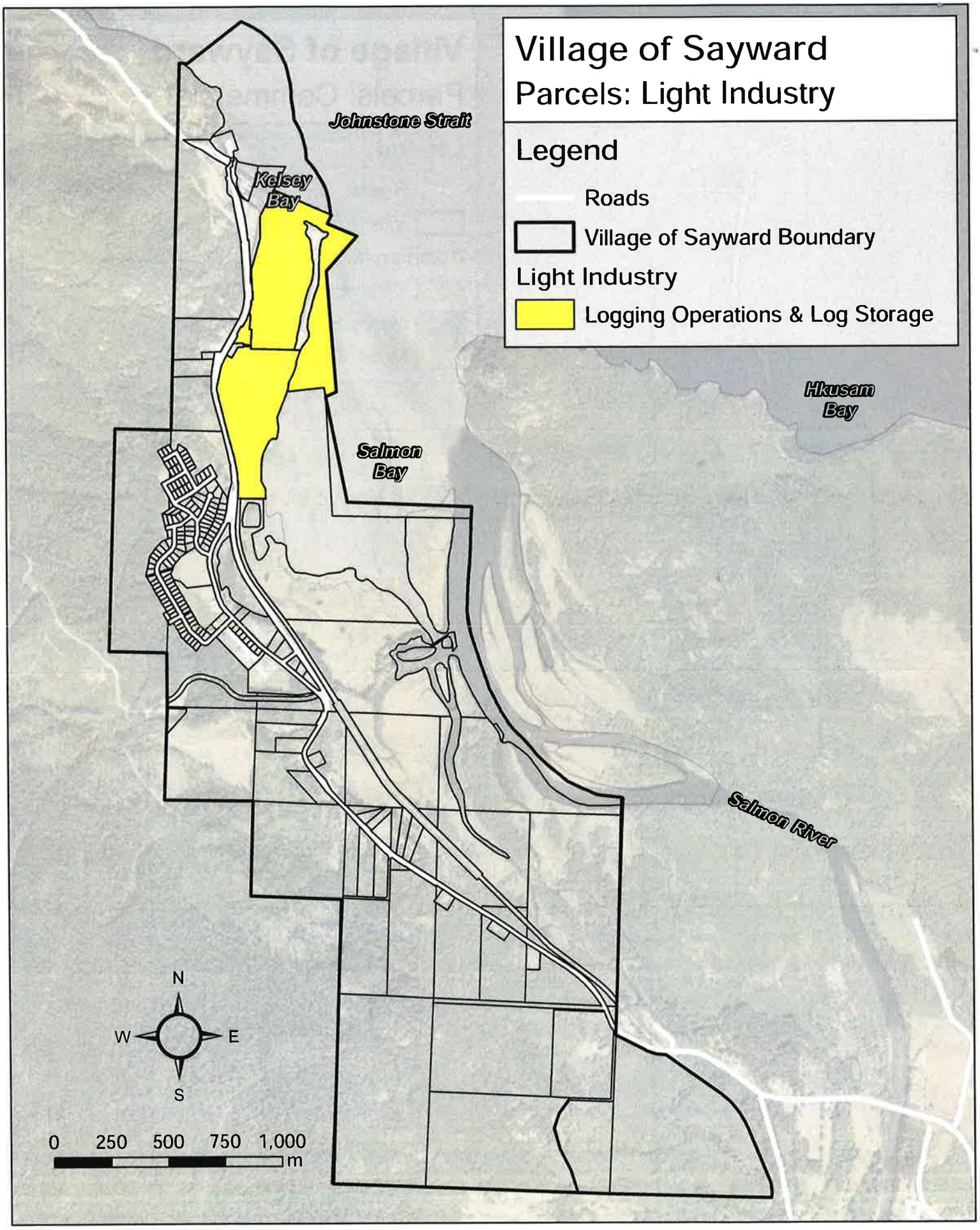

Village of Sayward
Parcels: Property Class
Legend
Roads
Village of Sayward Boundary
Property Class
Not Listed
Business and Other
Commercial
Light Industry
Managed Forest Land
Recreation & Non-Profit
Residential
Utilities
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m


Village of Sayward
Parcels: Actual Use Group
Legend
Roads
Village of Sayward Boundary
Actual Use
Not Listed
Acreage
Civic and Recreation
Commercial
Forest Use
Industry
Single Family Residential
Strata Residential
Utility
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m


Village of Sayward
Parcels: Residential
Legend
Roads
Village of Sayward Boundary
Residential
2 Acre + (Manufactured Home)
2 Acre + (Outbuilding)
2 Acre + (SF Dwelling, Duplex)
2 Acres + (Vacant)
Manufactured Home (Not in Park)
Manufactured Home Park
Residential Dwelling with Suite
Single Family Dwelling
Strata-Lot Residence (Condo)
Vacant- Less Than 2 Acres
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
N
W
E
S
0 250 500 750 1,000
m


Village of Sayward
Parcels: Business and Other
Legend
Roads
Village of Sayward Boundary
Business and Other
Government Buildings
Government Reserves
IC&I Water Lot (Improved)
IC&I Water Lot (Vacant)
Industrial (Vacant)
Office Building (Primary Use)
Schools, Universities, Colleges
Store and Service Commercial
Vacant IC&I
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
N
W
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0 250 500 750 1,000
m


Village of Sayward
Parcels: Commercial
Legend
Roads
Village of Sayward Boundary
Commercial
Commercial
Marine Facilities (Marina)
Motel, Auto Court
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
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0 250 500 750 1,000
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Village of Sayward
Parcels: Light Industry
Legend
Roads
Village of Sayward Boundary
Light Industry
Logging Operations & Log Storage
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
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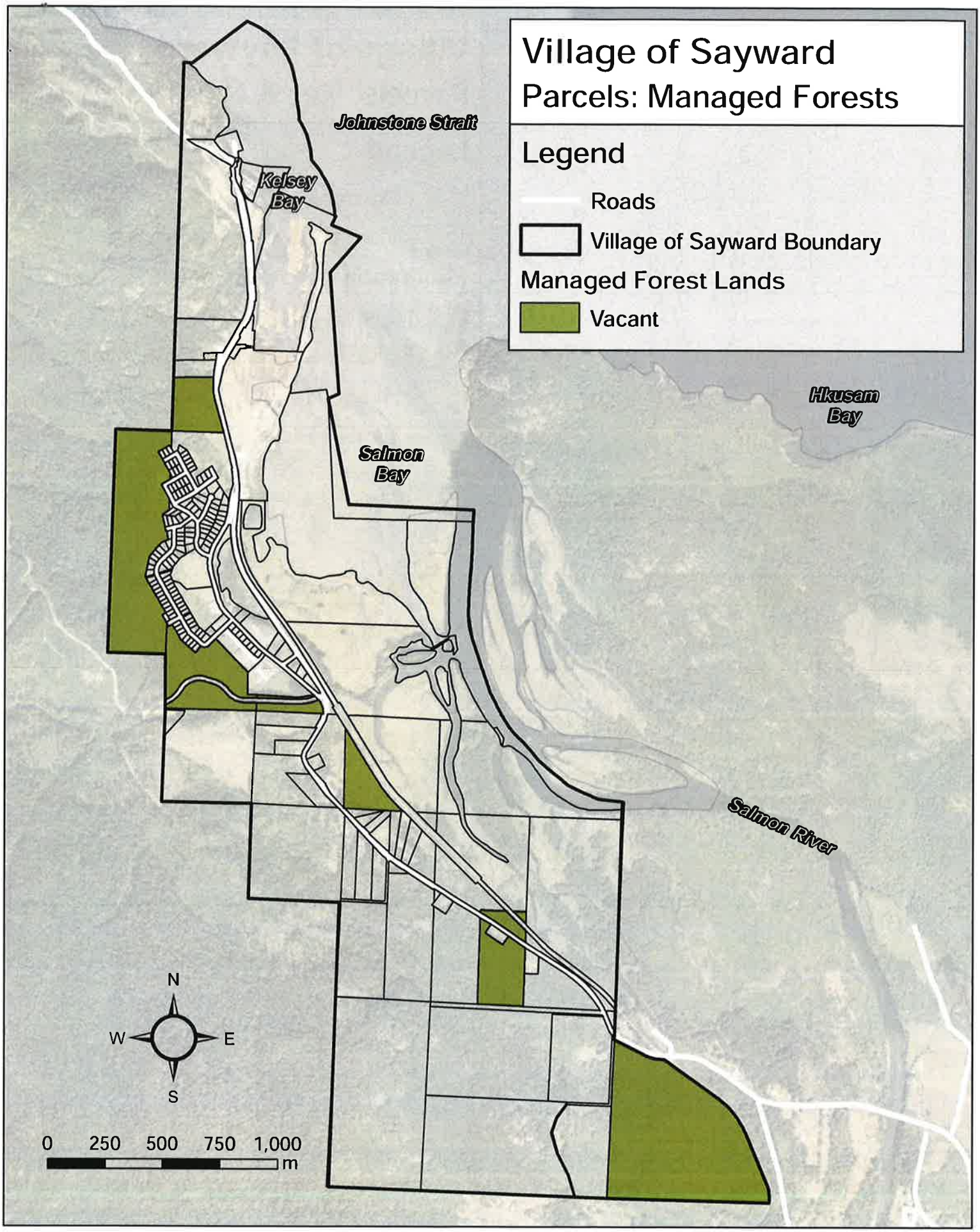

Village of Sayward
Parcels: Managed Forests
Legend
Roads
Village of Sayward Boundary
Managed Forest Lands
Vacant
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
N
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0 250 500 750 1,000
m

Table 20 Sayward Average Home Sale Prices by Dwelling Type

Structure Type	2019 Average	2020 Average	2021 Average	2022 Average
Single Family Dwelling	$206,747	$232,500	$279,900	$328,748
Duplex	$231,000	x	$250,000	x
Manufactured Home	$5,000	x	x	x
Condominium	$47,875	x	$65,375	$104,900
All Units	$135,999	$232,500	$188,110	$272,786

Table 21 Sayward Average Home Sale Prices by Unit Size

Unit Size	2019 Average	2020 Average	2021 Average	2022 Average
1 Bedroom	$41,900	x	$49,500	x
2 Bedroom	$119,833	x	$165,625	$209,634
3 Bedroom	$103,500	$203,750	$302,050	$347,000
4 Bedroom	x	$261,250	$257,750	$324,878
5 Bedroom	x	x	x	x

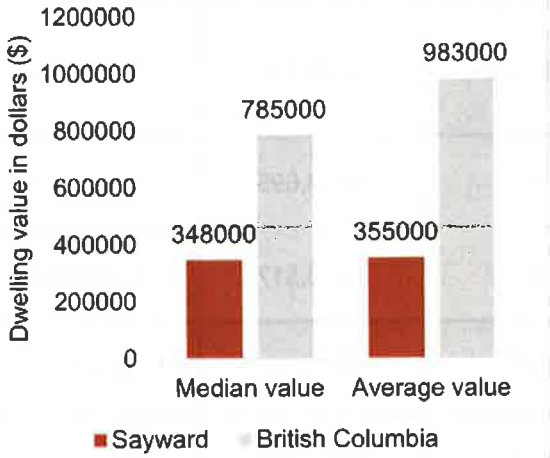
Table 22 Sayward Average Assessed Value by Dwelling Type

	2019 Average	2020 Average	2021 Average	2022 Average
Single Family Dwelling	$217,373	$220,766	$247,049	$333,944
Duplex	$293,719	x	$404,695	$552,747
Manufactured Home	$123,000	x	$216,517	$288,911
Condominium	$39,259	x	$61,115	$83,527
All Units	$193,518	$220,766	$265,092	$359,393

Table 23 Sayward Average Assessed Value by Unit Size

	2019 Average	2020 Average	2021 Average	2022 Average
1 Bed	$98,450	$171,800	$99,165	$149,915
2 Bed	$136,186	$196,950	$201,829	$277,190
3 Bed	$282,540	$227,187	$332,933	$456,290
4 Bed	x	$247,607	$250,902	$319,582
5 Bed	x	$253,863	$285,688	$357,388

Figure 32 Owner Assessed Value Sayward and BC (2021)

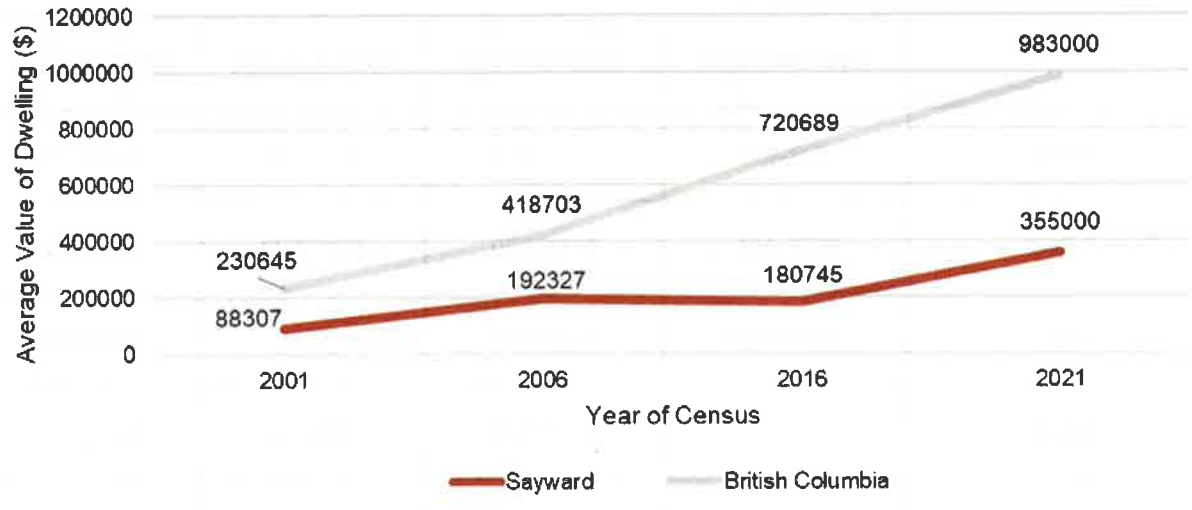


Statistics Canada (2022)

"Value (owner estimated) refers to the dollar amount expected by the owner if the asset were to be sold. In the context of dwelling it refers to the value of the entire dwelling including the value of the land it is on and of any other structure such as a garage which is on the property. If the dwelling is located in a building which contains several dwellings or a combination of residential and business premises all of which the household owns the value is estimated as a portion of the market value that applies only to the dwelling in which the household resides."

Statistics Canada (2022)

Figure 33 Owner Assessed Value Sayward and BC (2001-2021)



Statistics Canada (2017, 2019a, 2019b, 2022)

Rental Market

The Village of Sayward does not have any purpose built rental, nor any subsidized rental units (Table 18). Rental vacancy data was not available for the Village, however feedback from community engagement did mention a lack of options for renters.

Short-term Rentals

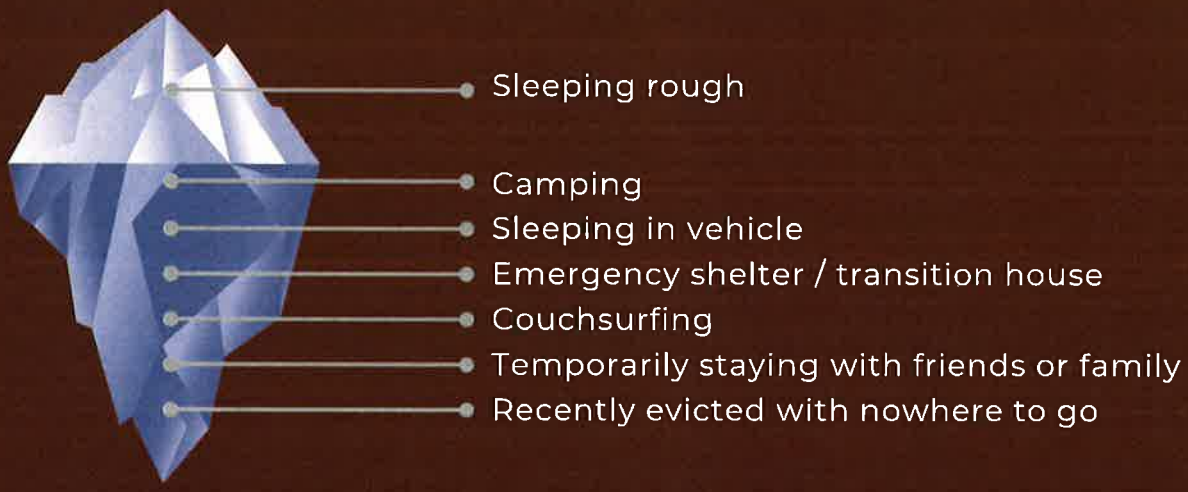
The Sayward Village Campground and Salmon River Campground provide space for short term RV pad rentals, with Sayward on Sea hotel providing rooms.

There are some other options nearby but outside of the Village boundary for short term rental, vacation or seasonal employment housing, at the Sayward Valley Resort (formerly known as Fisherboy Motel), White River Resort, Lazy Acres Guesthouse, Mountainside Farm Guesthouse, and possibly others.

There does not appear to be any listings within the boundaries of the Village of Sayward on AirBnB or VRBO short term vacation rentals.

What about people who are not owners or renters?

Visible homelessness (sleeping rough/on the street) is only the tip of the iceberg. There are many ways that community members might be housed that falls outside of the binary of ownership and rental.



Adapted from the Wellesley Institute's Precarious Housing Iceberg.
(Wellesley Institute. 2010. Precarious Housing in Canada.)

Housing Needs

Core Housing Need

Even though housing in the Village of Sayward is less expensive than the rest of BC, there is a significant number of people in core housing need. The 2021 census reports 26% of residents in Sayward as being in core housing need, twice the provincial average. This means that over a quarter of residents are spending more than 30% of their income on shelter, and also do not have options for alternative local housing that would meet acceptable housing standards.

Core housing need is further concentrated on renter households. While the majority of households in Sayward are owner households, the 2021 census shows that 83% of the renter households that do exist in Sayward are defined as being in core housing need.

It should be noted that because the number of residents is quite small (less than 50) in this category, the exact percentage could be greatly impacted by rounding.

A household is said to be in 'core housing need' if its housing falls below at least one of the adequacy, affordability or suitability standards and it would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (meets all three housing standards).
Housing standards are defined as follows:

- Adequate housing is reported by their residents as not requiring any major repairs.
- Affordable housing has shelter costs equal to less than 30% of total before-tax household income.
- Suitable housing has enough bedrooms for the size and composition of resident households according to National Occupancy Standard (NOS) requirements.

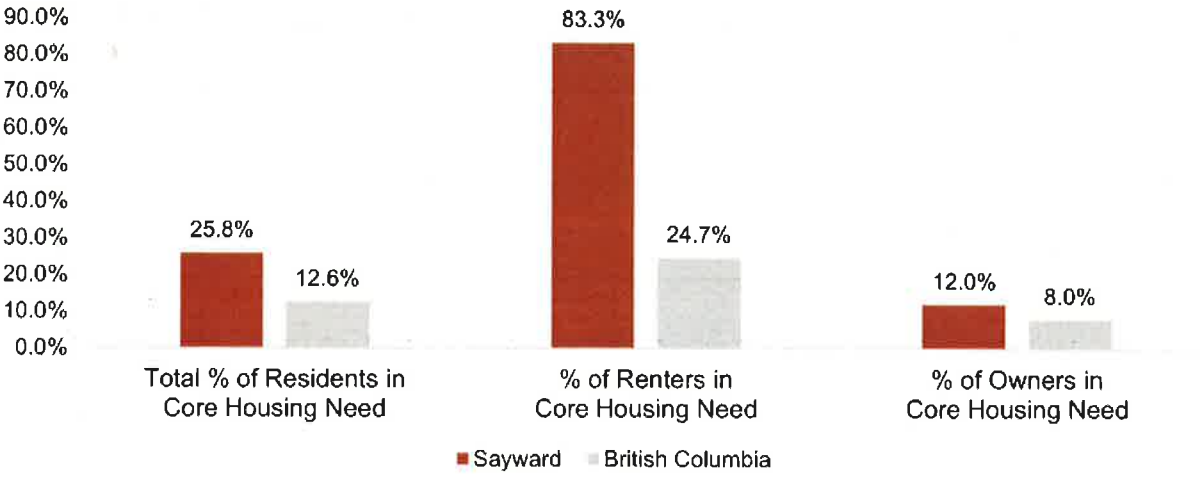
(Statistics Canada, 2017)

However, the overall picture is what matters. It shows that a renter is more likely to be in core housing need than not, and much more likely than a homeowner to be in core housing need. This is an issue of inequity and a cause for concern. 12% of owner households are also in core housing need, which is 50% higher than the BC average of 8%. There has also been a significant 19% increase to households in core housing need from 2016-2021 (Table 27), and a shocking 200% increase in households paying more than 30% of their income (Table 24).

Extreme Core Housing Need is also a category defined by Statistics Canada, which includes the same criteria but increases the percentage of income spent on rent from 30% or more to 50% or more. There was no data available for Sayward on Extreme Core Housing Need.

Table 27 also shows what percentage of households are in acceptable housing, defined as "adequate in condition, suitable in size and affordable" (Statistics Canada, 2022).

Figure 34 Core Housing Need by Tenure Sayward and BC

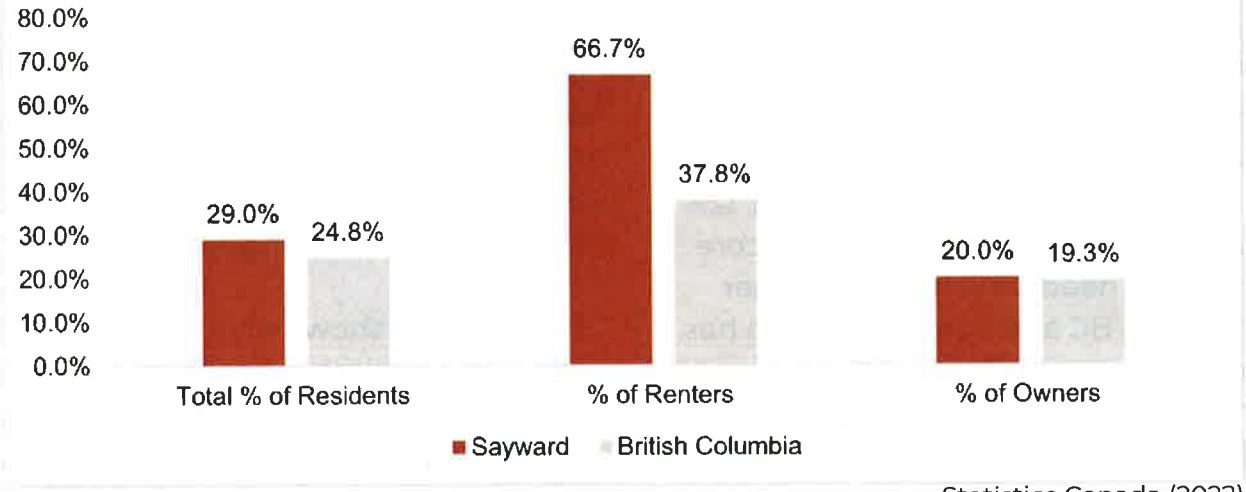


Statistics Canada (2022)*

"Only private, non-farm, non-reserve and owner- or renter-households with incomes greater than zero and shelter-cost-to-income ratios less than 100% are assessed for 'core housing need.'

Non-family households with at least one maintainer aged 15 to 29 attending school are considered not to be in 'core housing need' regardless of their housing circumstances. Attending school is considered a transitional phase, and low incomes earned by student households are viewed as being a temporary condition."

Figure 35 Households in Unaffordable Housing Sayward and BC



Statistics Canada (2022)

Table 24 Household Count by Affordability Factors (2011-2021)

Affordability		2011	2016	2021	% Δ 16-21 (Change)
# of households spending 30% or more of income on shelter costs	Total	x	15	45	200%
	Renters	x	x	x	x
	Owners	x	x	x	x
% of existing households spending 30% or more of income on shelter costs	Total	x	11.5%	29.0%	152%
	Renters	x	x	66.7%	x
	Owners	x	x	20.0%	x

Table 25 Household Count by Adequacy Factors (2011-2021)

# of Households in Dwellings requiring major repairs	2011	2016	2021	% Δ 16-21 (Change)
Total	x	0	0	0%
Renters	x	0	0	0%
Owners	x	0	0	0%

Table 26 Household Count by Suitability Factors (2011-2021)

Number of households, overcrowded dwellings	2011	2016	2021	% Δ 16-21 (Change)
Total	x	x	x	0%
Renters	x	x	x	0%
Owners	x	x	x	0%

Table 27 Households in Core Housing Need (2011-2021)

Core Housing Need		2011	2016	2021	% Δ 16-21 (Change)
# of Households (25% sample data)	Total	x	130	155	19.2%
	Renters	x	x	25	x
	Owners	x	x	130	x
% in Core Housing Need	Total	x	x	25.8%	x
	Renters	x	x	83.3%	x
	Owners	x	x	12.0%	x
% of Households with acceptable housing	Total	x	x	67.7%	x
	Renters	x	x	x	x
	Owners	x	x	x	x

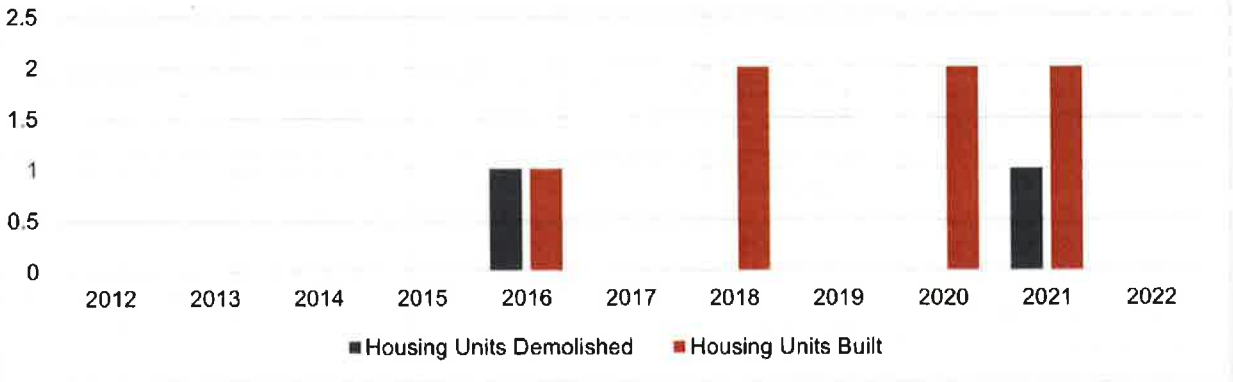
Community Growth

There was no data available for Registered New Homes in the last 10 years. The note from CMHC explains "For privacy reasons data has been suppressed for communities where there are less than 5 homes registered in a year. In other words, it is possible that there were up to 4 units built in any given year but the specific data on registered homes is not available" (CMHC, 2022).

Based on data from the Village, there have been seven housing units substantially completed in the last 10 years, all of which were single-family dwellings. There have been two housing units demolished in the last 10 years, one classified as a single-family dwelling and one as a mobile home. This has resulted in a net gain of five new dwelling units over 10 years.

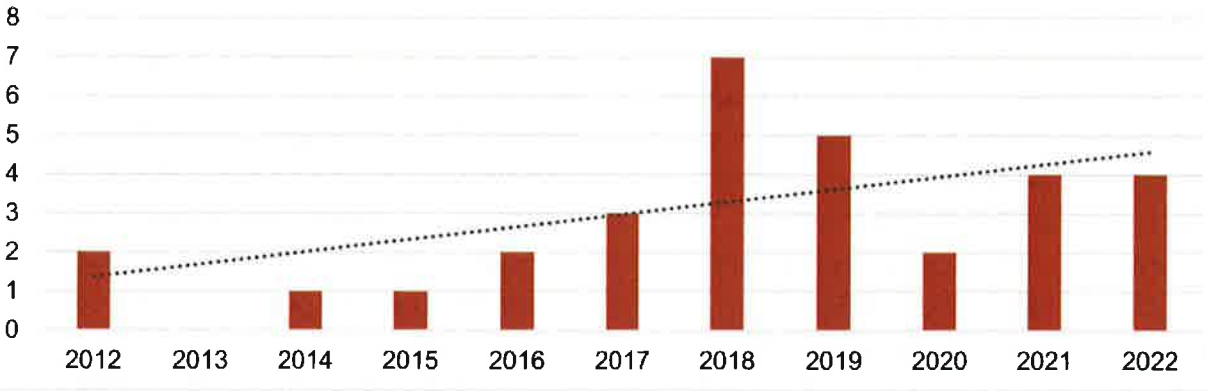
The data on building permits shows an upward trend over the last 10 years, with a particular surge in 2018 and 2019 (Figure 37). Since only seven housing units were built in the last 10 years, and 31 building permits issued, the majority were likely for repairs, upgrades and additions. The increase may be due to an actual increase in activity, or due to an increase in compliance with bylaws for the activities that require permits.

Figure 36 Net Gain of Housing Units (2012-2022)



Village of Sayward records

Figure 37 Building Permits Issued (2012-2022)



Village of Sayward records

The Village will consider existing infrastructure and what limitations it may impose on growth. Development may also provide opportunities for needed repairs, maintenance and upgrade to municipal services. The Village Public Works and Engineering department has identified a large percentage of community infrastructure as being in poor condition (Urban Systems Ltd., 2021a).

Linear Water Infrastructure

- 43% poor condition
- All water from Newcastle Creek
- 2018 new water treatment plant was constructed
- Asset management plan says 588 m will be replaced by 2040
- Some properties in the Village on wells, water service can service 350 people while log sort running

Sewer Infrastructure

- 35% in poor condition
- Most properties on the sewer system but not all
- Sewage lagoon/effluent pond is designed flow for 500 people (180m3 a day)

Storm Drainage Infrastructure

- 33% of system in poor condition
- 2021 master drainage plan identified flooding on Macmillan Drive and outlet pipes that fill with gravel
- Considerations taken for more rain with climate change model
- Sea level Rise and floodplain updates will also have implications for stormwater drainage (McElhanney, 2021).

Unit Size Considerations

Part of understanding community housing needs is anticipating the size of dwellings (generally measured by number of bedrooms) required to house the current and future population. CMHC uses their National Occupancy Standard (NOS) to determine whether someone is underhoused or overhoused (2022). The gist of the standard is summarized in Table 28. These are not meant as enforceable standards or legal instruments to restrict who can rent or occupy a given space. Instead they serve to estimate the number of people who are living in overcrowded conditions (the main concern) or who might have more space than they need (usually applied in housing cooperatives).

Suitably housed: essentially means that there are no more than 2 people to each bedroom, or 1 to a 0 bedroom bachelor suite. Couples may share a room and occupants under 18 years old (of the same sex) may share a room without being considered underhoused. Parents (lone or couple) and children have separate bedrooms.

Underhoused: applies in any of the following scenarios. More than 2 people to a bedroom. Household members have to share a room with another member who is not their spouse. Members between 5 and 18 years old have to share a room with an opposite sex sibling. Parents (lone or couple) share a room with their child or children.

Overhoused: technically a household is considered overhoused if there is more than one bedroom per occupant. This is not a health concern like it is to be underhoused, but could mean that housing costs (including maintenance or heating/cooling) are less manageable for a household. A household may have extra bedrooms for regular overnight guests or to accommodate intergenerational living (expecting children, aging parents, or both). With the changing nature of work, many households may have bedrooms converted to home offices. Considering these, Table 28 explaining the NOS has a "?" next to the overhoused situations that may not truly be overhoused.

Based on a comparison of current household composition and NOS dwelling size, Table 29 below calculates the ideal composition of unit sizes for Sayward. Table 30 shows the discrepancy between this ideal and the units that are currently available. While it may seem that there are a lot of people who are overhoused, it is equally as possible that larger households are forced into smaller units due to affordability and availability at their price range. This is evidenced in this quote from the SRD Housing Needs Assessment.

"We had been living in a too-small rental home in Campbell River, when our landlord renovicted us. Even though fuel prices have skyrocketed, it was cheaper for us to buy a home in Sayward than it was to rent in Campbell River. The process was extremely stressful, and we almost didn't qualify for the purchase. The house we bought is still really too small for our family of 6, but is all we could manage."

Strathcona Regional District, Electoral Area A Housing Needs Report (2021, p. 59)

Table 28 National Occupancy Standard, possible combinations for Suitably Housed (S), Underhoused (U), and Overhoused (O)

Number of Occupants	1	2	3	4	5 +
0 bedrooms (bachelor)	S	U	U	U	U
1 bedroom	S	S	U	U	U
2 bedrooms	O?	S	S	S	U
3 bedrooms	O	O?	S	S	S
4 bedrooms or more	O	O	O?	S	Unknown

Table 29 Household Composition and Unit Size Analysis

Household Composition	# of households	Ideal # of bedrooms
One-person households	50	0 or 1
Couple-family without children	70	1 or 2
One-parent-family households	10	2 or more
Couple-family with children	15	2 or more
One-census-family households with additional persons	5	2 or more
Two-or-more-person non-census-family households	10	2 or more
Multigenerational households	5	3 or more

Table 30 Unit Size Compared to NOS Suitably Housed standard

Household Composition	Ideal # of bedrooms	Actual	Mismatch
0 bedrooms (bachelor)	25	0	-25
1 bedroom	60	25	-35
2 bedrooms	45	15	-30
3 bedrooms	20	65	+45
4 bedrooms or more	15	50	+35

Community Engagement

Pop-Up Engagement

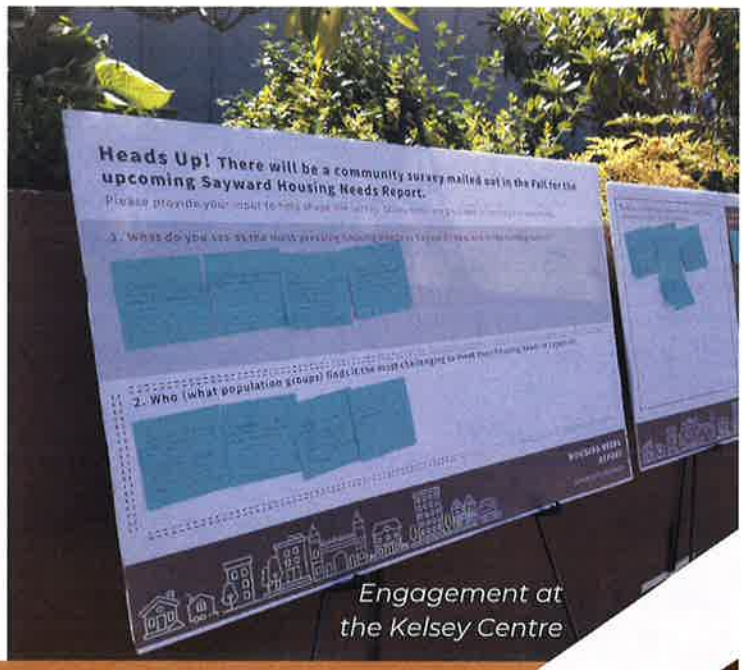
On August 7th, a booth was set up outside the library branch, recycling centre and Kelsey Recreation Centre to gather community feedback about Active Transportation and Housing Needs. There was not a high turnout but there were nonetheless some very valuable responses to the following four questions:

What do you see as the most pressing housing needs in Sayward? Now and in the coming future?

- There was really high demand and prices were going up a lot. That seems to be slowing down with the higher interest rates.
- Affordability - now & future. Water supply - future.
- For couples and single people who are retirees. Needs to be affordable. Canada used to have a federal housing policy - this needs to be reinstated or replaced with something.
- Affordable housing. More density (apartment buildings, townhomes). Senior's housing (increase).

Who (what population groups) are finding it the most challenging to meet their housing needs in Sayward?

- Younger people are moving back in their 20s, after moving away. Some are living at their parents' place or in RVs.
- Younger families & seniors (no seniors housing or proper medical facility).
- Single younger people - not much besides the apartments. Not a lot of rental housing.
- Seniors. Younger people.



Engagement at the Kelsey Centre

What changes are needed to meet the housing needs of Seniors? Youth? Families?

- There is programming and things going for the seniors which is great. Some have trailers (mobile homes) reaching their end of life and falling apart, which were the only affordable option for some seniors. Then they have to move away to Campbell River and/or an old folks home.
- Improved zoning
- Rental at a price that people can afford. Accessibility is a big issue, keeping things on one level. Different sizes and counter heights - not one size fits all.
- Low-income housing. More dense housing. More affordable.

Do you have any additional ideas about improving housing for the community of Sayward?

- There was nothing being built for a long time, now the odd one is being built again. The homebuilders have to live in the house for a year to avoid paying a bunch of extra taxes and fees. Those regulations and extra costs might be making it inconvenient to build.
- Flexible zoning. Types of housing (more options for all walks of life). Compact spaces and judicious use of resources. Micro-housing.
- Subsidized housing. Appropriate housing.
- The vacant building that used to have shops in it could be modified and used for housing, it's a waste sitting empty the way it is.



Commercial building referred to in community member comment, above

Survey Results

The housing needs assessment survey was mailed to each residential address within the Village and the primary address of each property owner if it was not one and the same. The mailed copy provided instructions on returning the survey as well as a link to the online version for convenience. The online version was also shared by the Village through their website, Facebook posts, and posters.

A total of 56 surveys were returned, 44 of which were online and 12 mailed-out which were manually filled out. Not all respondents answered every question, so the percentages quoted are in relation to the number of responses for that specific question. See Appendix A for the full results of the survey including number of responses to each question and Appendix B for the engagement materials.

The vast majority of respondents were homeowners (89%), with only a handful of renters represented. Most were full time residents of Sayward (78%), with only one part time resident, and the rest being landowners who did not reside in Sayward.

81% of respondents have their primary residence in Sayward and, of these, most plan to stay at a primary residence in Sayward for the next 5 years, with almost a third unsure of their future plans. Of those who live outside of Sayward, only one person plans to make Sayward their permanent residence in the next 5 years, with 3 unsure.

The majority of respondents indicated that the address they either live in or own has a single detached house (73%), with a few who selected apartment, mobile home, and RV. Notably, there are several respondents with bare land which they plan to build on.

When asked about illegal or inappropriate housing, most respondents replied that they weren't sure/aware of this or that it did not apply. Several pointed to unsafe and substandard housing, and a few to unauthorized housing (e.g. no occupancy permit).

Those identified as having the hardest time meeting their housing needs (starting with the highest) were families, seniors, and young

adults. In Sayward, respondents identified RVs, mobile homes, rental housing and apartments as the most common residences for those who need affordable housing.

The housing supply gaps most identified were affordable rental, seniors housing, affordable home ownership, and housing for families. The type of seniors housing that is most needed was identified as Assisted Living (AL), followed by Seniors' Supportive housing. There was also moderate support for Campus of Care (AL/Long term care), accessible units, and carriage houses.

44% of respondents indicated that they pay less than 30% of their annual income on housing expenses. 31% of respondents pay between 30-50%. And 8% of respondents to this question (3 people) indicated that they pay more than 50% of their annual income on housing expenses, meaning that they are in extreme core housing need.

Most respondents indicated their homes only needed minor repairs, though some need major repairs. A third of respondents said their housing could be improved by energy efficiency improvements. A few indicated the need for critical repairs.

The demographic profile of respondents was consistent with the overall profile of the Village, except for underrepresentation of Indigenous residents. Most live with a partner and no children (2 occupants), in a home with 3 bedrooms. The majority of respondents have full time employment, and about a third were retired.

Sayward Age Friendly Report

The Village of Sayward adopted an Age-Friendly Plan in 2022. The recommendations around housing were as follows:

2.1 Align OCP and Zoning bylaw with creating opportunities for seniors supportive housing, assisted living, community care, and long-term care facilities.

2.2 Encourage the construction of affordable seniors housing, universally accessible homes, and businesses or amenities that support older adults.

2.3 Promote and educate about programs that allow for aging in place, such as grants for home modification, maintenance, and repair.

2.4 Include age-friendly considerations in upcoming Housing Needs Assessment and OCP update.

SRD Housing Needs Report

The Strathcona Regional District created a housing needs report in May 2022, including a specific report for Electoral Area A which encompasses the Village of Sayward. The summary of needs for Electoral Area A included the following:

- Seniors housing
- Family housing and amenities
- Lack of rental options
- Dramatic increase of housing costs
- Difficulty of getting repairs on aging homes
- Concerns about infrastructure and natural hazards



Quotes about the Village of Sayward from the Strathcona Regional District Housing Needs Report (2021)

"The Sayward area could benefit tremendously from high density housing options including townhomes and apartments." (p. 59)

"Home prices in the Sayward area have jumped dramatically in the last 10 years. A home in the Village that cost $150k in 2012 now costs $500k. This is not affordable for first time home buyers and young families are forced to rent or live in homes that do not fulfill their needs." (p. 58)

"We bought in Sayward because we couldn't afford to buy in Campbell River, where we work and go to school. We also couldn't afford to rent in Campbell River. Put restrictions on foreign investments, AirBNB, and vacation rentals." (p. 58)

"Sayward needs to expand the village and allow for more building permits for houses." (p. 58)

"Finding qualified or willing trades people that actually live or want to work in Sayward. Getting work done on property is a real problem." (p. 59)

"More need/desire for places to live in Sayward than there are available homes to buy or rent." (p. 60)

"We live in Sayward in a flood zone. We would need a bigger culvert on Sayward Road near our property. During heavy rain the water can't run fast enough. There's always the danger of flooding again. The consequences are too expensive to be ignored." (p. 60)

"Poor communication choices for remote valley residences away from Sayward road (internet/TV). No cell service along Hwy 19. Make it safer to live here!" (p. 35)

"Improve access to local shopping in Sayward village. Improve parking and camping availability in Sayward valley. Create cultural, musical, local tours on land and water events. Throw an annual bash for the entire valley. Make it more palatable to reside here." (p. 59)

Recommendations

A major issue in the Village of Sayward is that the vast majority of renters are living in core housing need. The Village should encourage purpose-built rental, new units that provide rental opportunities (homes with suites, low to medium density multi-family) and the addition of rental units in already developed areas (secondary dwelling units). Affordable rental is likely being impacted by a general lack of rental options, but especially of smaller one and two bedroom units. The Village should ensure that all current and future rental is safe, secure and appropriate for residents.

There is a need for affordable housing units and for supportive housing, especially for seniors. The Village should seek to partner with a not-for-profit housing organization to pursue building affordable and supportive housing. Land that is already owned by the Village could be used as a site for affordable and/or supportive housing. The Village should partner with other levels of government and community organizations to implement supportive housing initiatives. Promoting accessible housing and accessibility upgrades to existing housing is also important to provide safe housing for seniors and people with disabilities.

Most homes in the Village are 40 to 60 years old and community engagement indicated that energy efficiency upgrades and repairs (mostly minor but some major) would improve their housing. Housing costs include energy bills, so inefficient heating and cooling increases the likelihood of being in core housing need. The Village should provide educational information about home improvements and energy efficiency grants. An efficient building permit process would also encourage repairs and improvements that require a permit.

There is limited land in the Village of Sayward, especially serviced lots. For this reason, the Village should encourage compact development in areas that already have servicing. This could be achieved by encouraging a diversity of units (townhouses, medium-density multifamily units) and by allowing secondary suites and secondary dwelling units (cottage houses, laneway houses).

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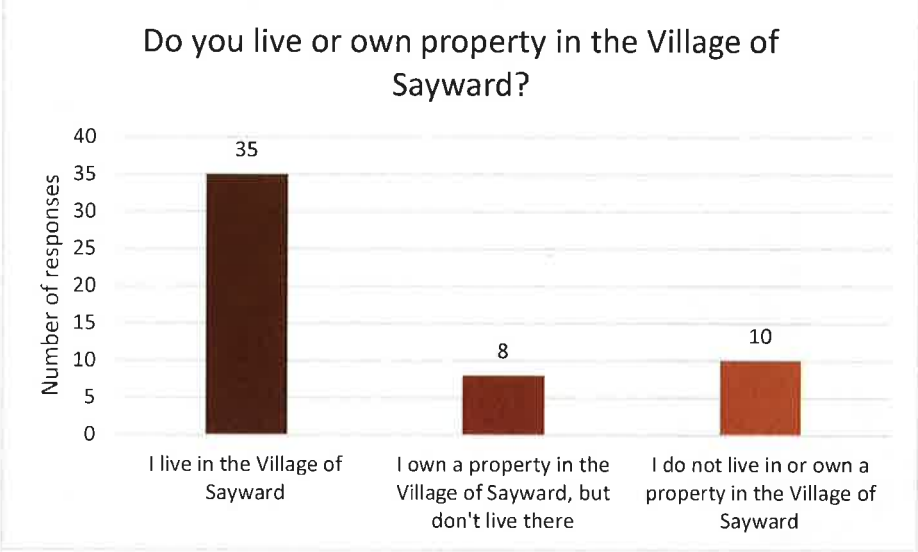
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Appendix A

Survey Results

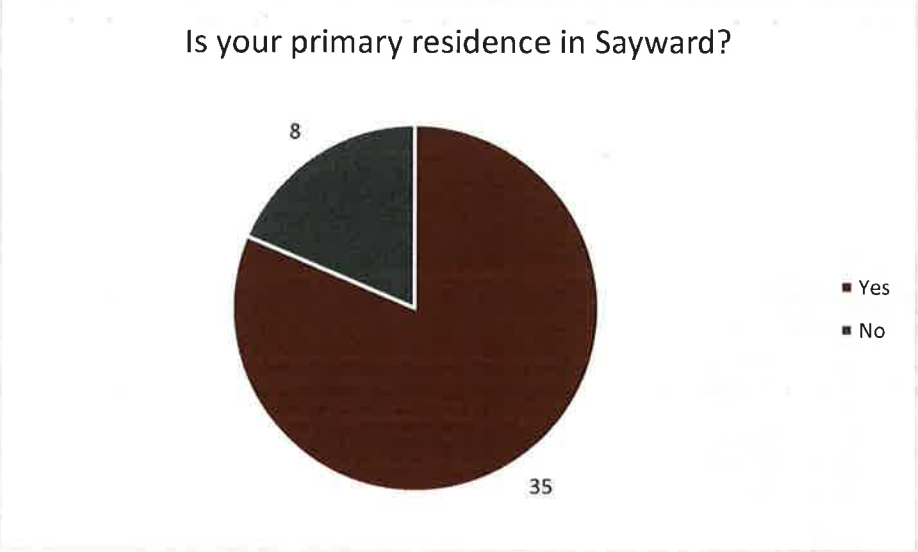
Online Survey Qualifier

Total Respondents: 53



Question 1: Is your primary residence in Sayward?

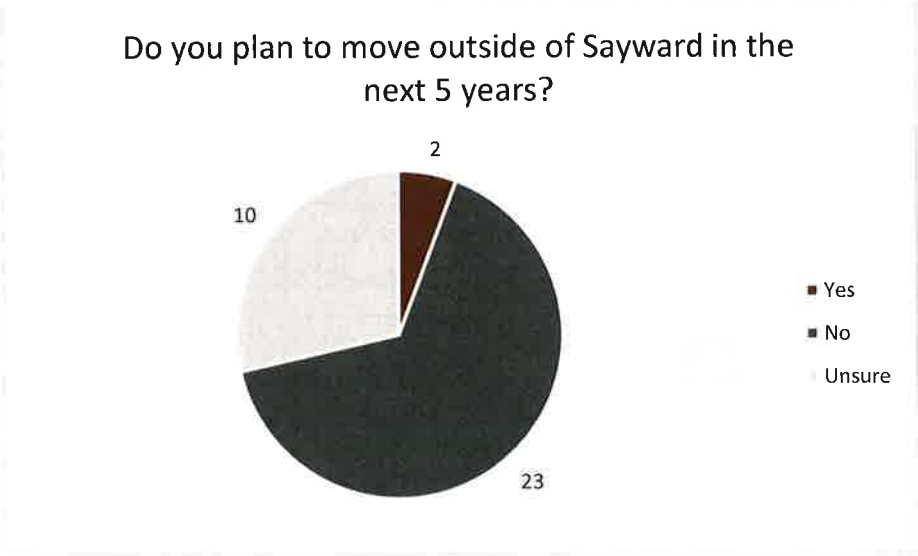
Total Respondents: 43



Question 2: Do you plan to move to a primary residence outside of Sayward in the next 5 years?

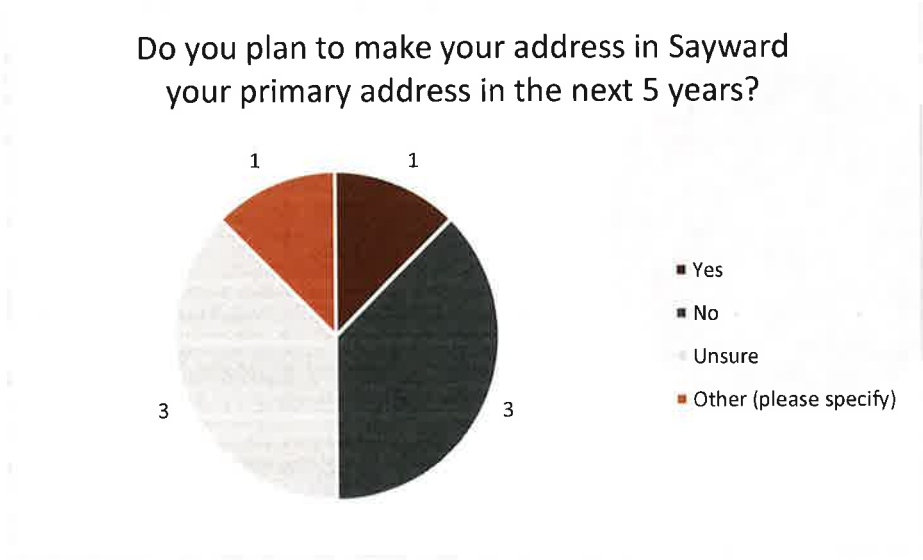
(Directed to Question 2 if answered "yes" to Question 1)

Total Respondents: 34



Question 3: Do you plan to make your address in Sayward your primary residence in the next 5 years? (Directed to Question 3 if answered "no" to Question 1)

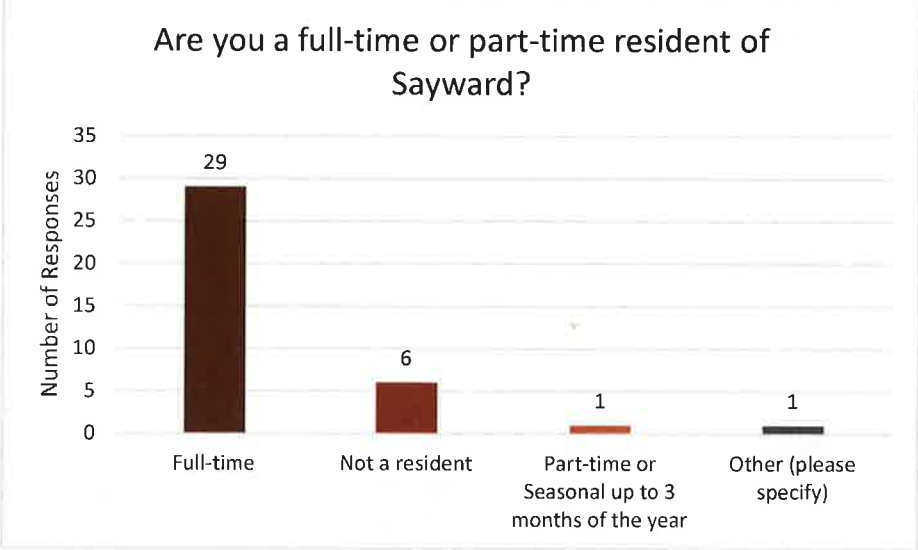
Total Respondents: 8



Other answers included: If there was affordable housing

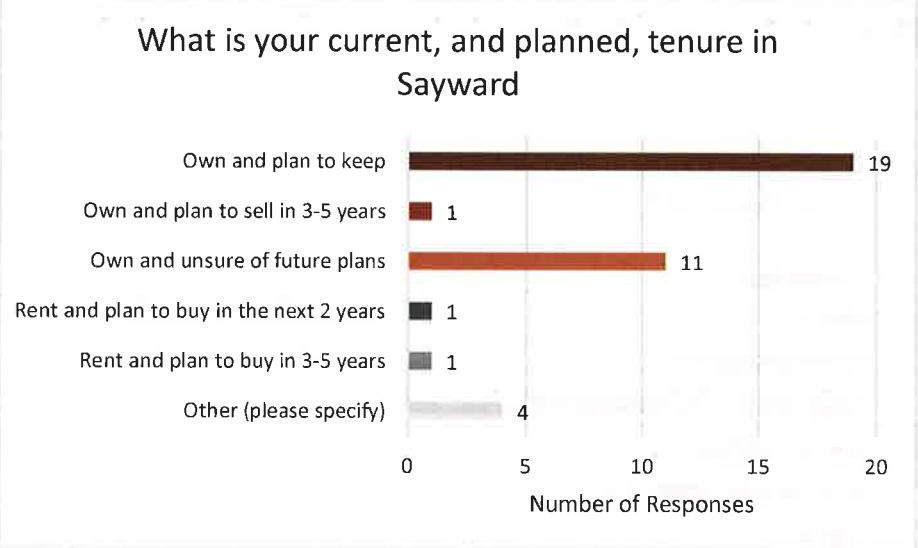
Question 4: Are you a full-time or part-time resident of Sayward?

Total Respondents: 37



Question 5: What is your current, and planned, housing tenure in Sayward?

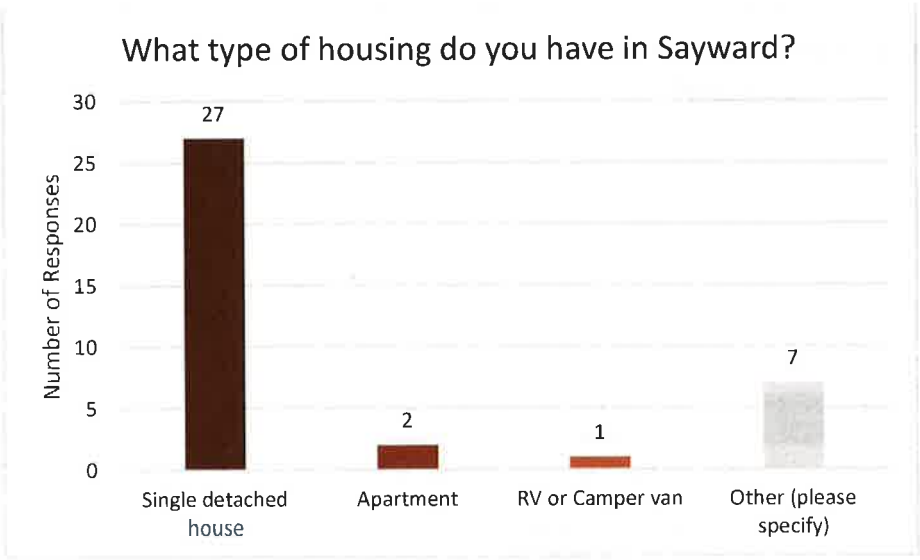
Total Respondents: 37



Other responses include: Company provides residence, Plan to reside in Sayward until I die and cannot predict that date, Own an undeveloped lot, Own, and plan to develop to assist Sayward in Housing needs, as well as use for personal use and enjoy the eco-tourism offered in the area.

Question 6: What type of housing do you have in Sayward?

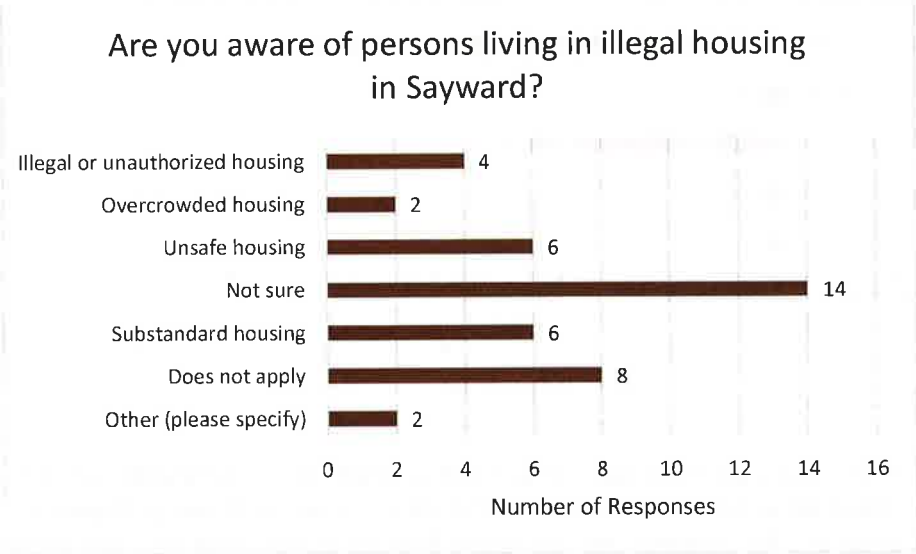
Total Respondents: 37



Other responses include: mobile home, Building Lot, Land, n/a, Cabin, A lot that I plan to build an 8-plex on, Bare land

Question 7: Are you aware of persons living in illegal or inappropriate housing in Sayward? (Please select all that apply)

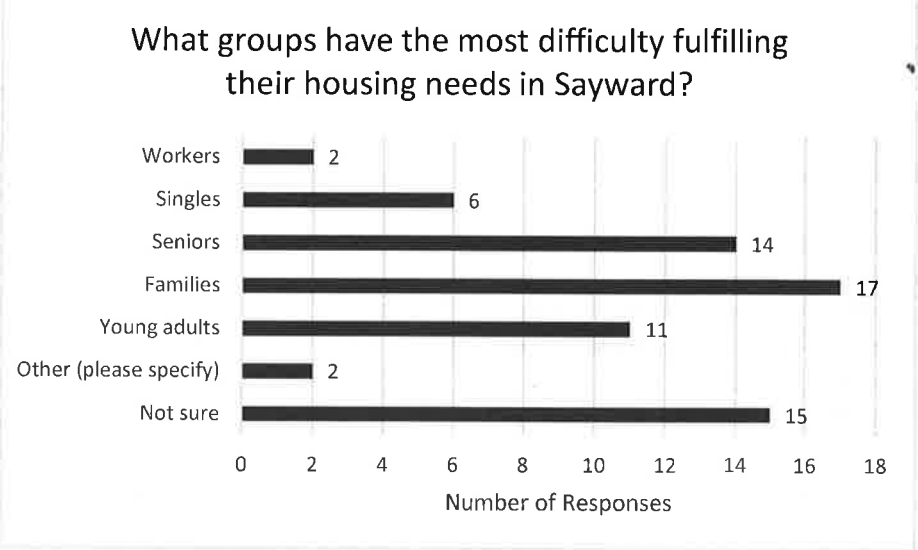
Total Responses: 44



Other responses include: persons residing in houses without an occupancy permit, Not aware

Question 8: What groups have the most difficulty fulfilling their housing needs in Sayward?

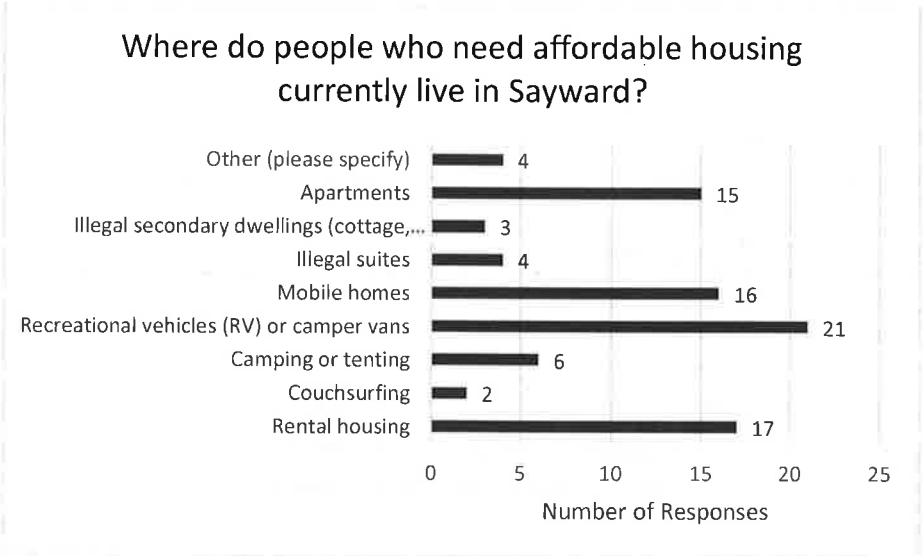
Total Responses: 67



Other responses include: Likely All Demographics struggle with access to affordable and appropriate housing, Anyone with pets

Question 9: Where do the people who need affordable housing currently live in Sayward? (Please select all that apply)

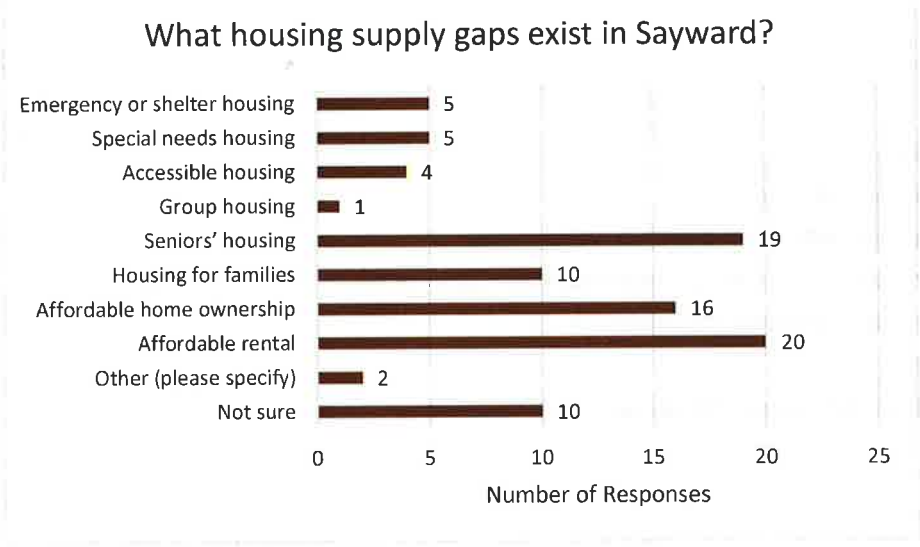
Total Responses: 88



Other responses include: don't know, Not sure, Unsure - likely all of the above, No idea

Question 10: What housing supply gaps exist in Sayward? (Please select all that apply)

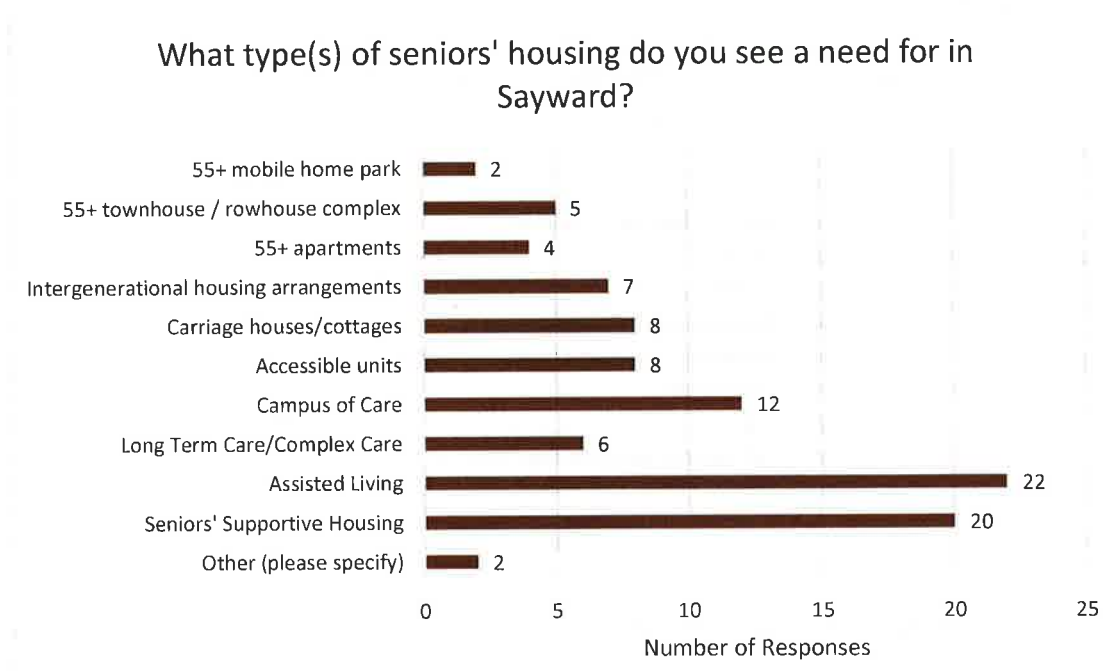
Total responses: 92



Other responses include: Houses with proper drainage around it, The ones I know of are saving their money to live elsewhere

Question 11: In previous community feedback, a need for senior's housing has been expressed. There are many different types of seniors' housing in British Columbia, which fall under different jurisdictions. Please select the type(s) of seniors' housing you see a need for in Sayward:

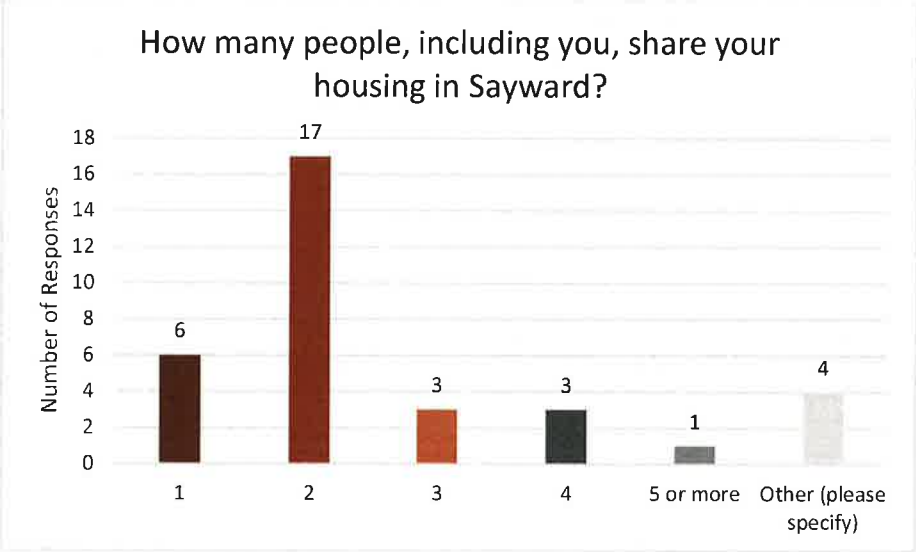
Total responses: 96



Other responses include: don't know, There is a great deal of opportunity to see Sayward become a destination for businesses, retirement, and young families with the access to nature. If we develop a development friendly OCP and densify, we can see Sayward flourish.

Question 12: How many people (including you, if applicable) share the housing at your address in Sayward?

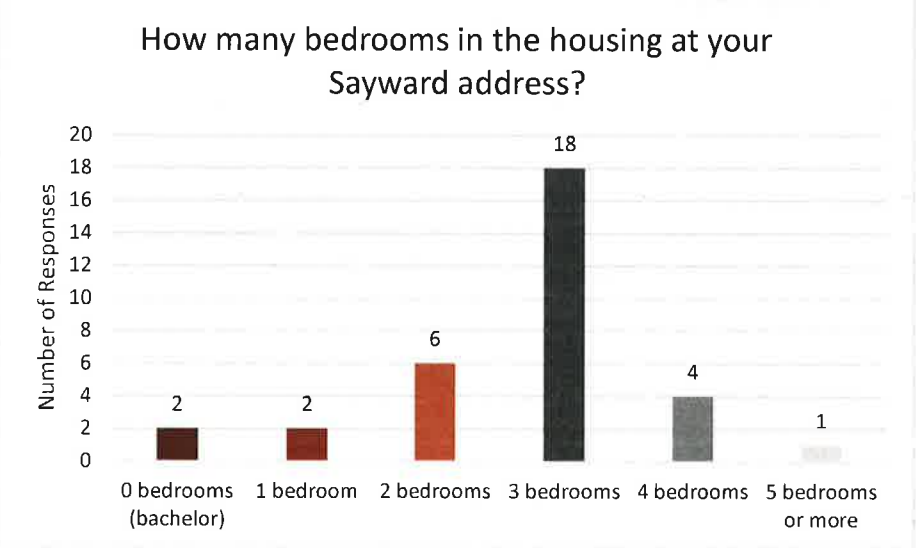
Total respondents: 34



Other responses include: We have a young Family that will absolutely enjoy the region in years to come, I/we don't live there., Do not live in Sayward currently, None

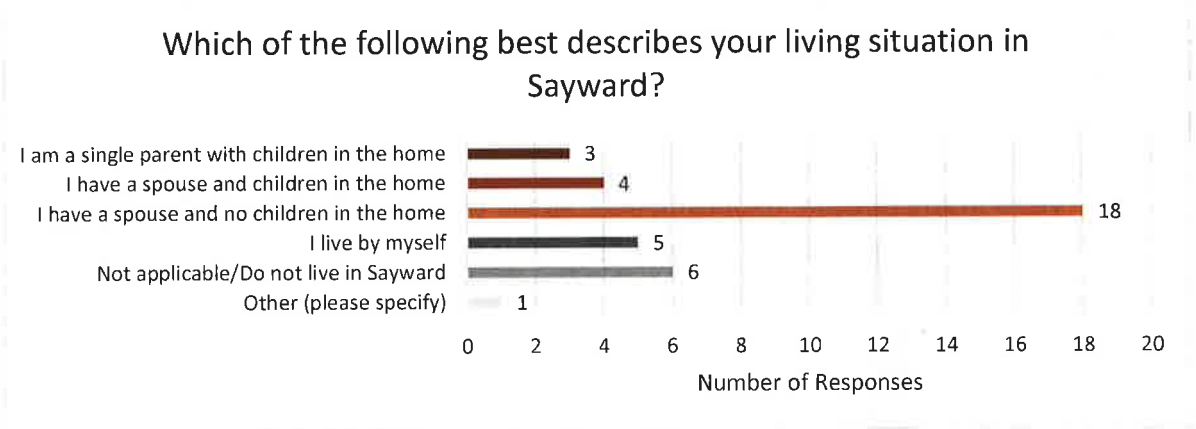
Question 13: How many bedrooms in the housing at your Sayward address?

Total respondents: 33



Question 14: Which of the following best describes your living situation in Sayward?

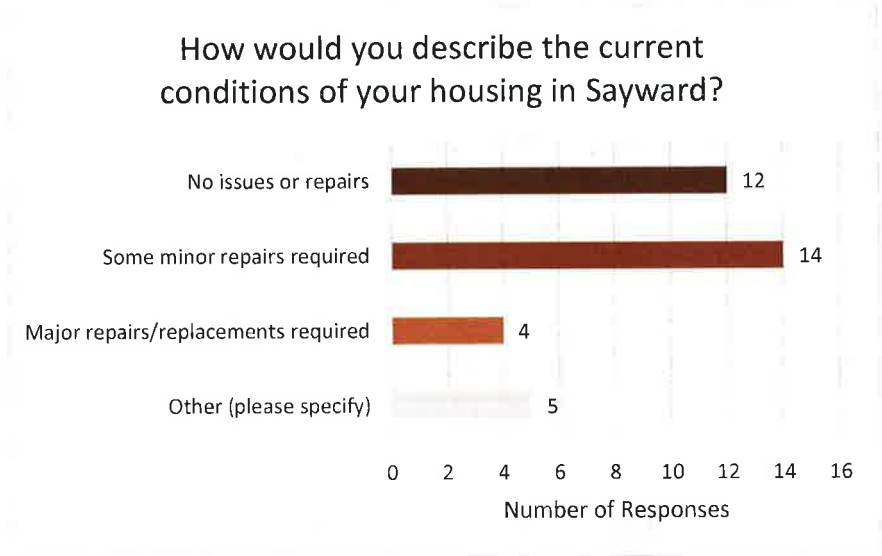
Total respondents: 37



Other responses include: The

Question 15: How would you describe the current conditions of your housing in Sayward?

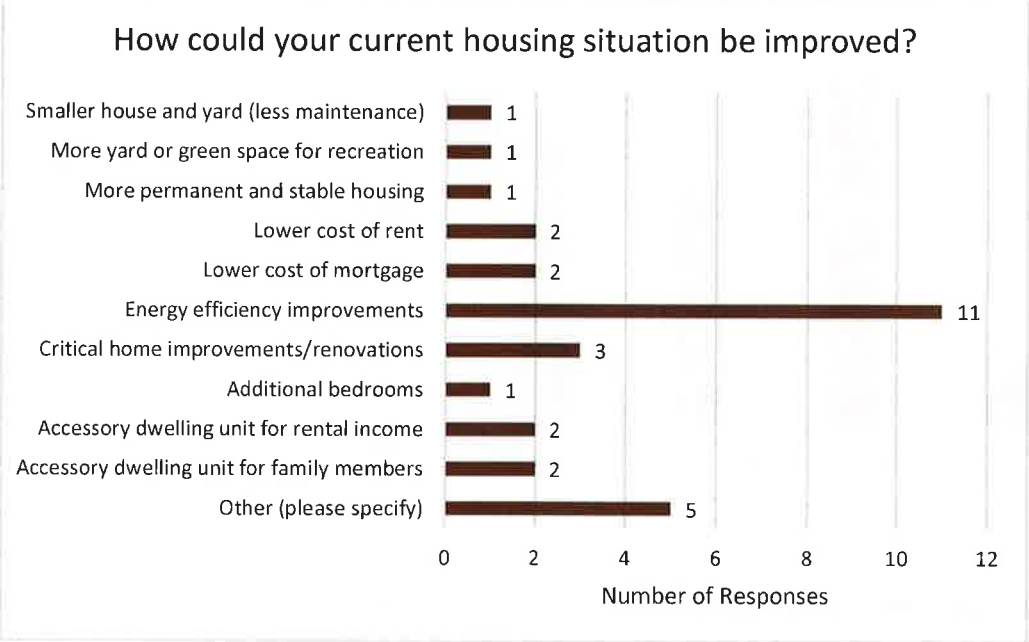
Total respondents:



Other responses include: The drainage needs upgrading, Building TBC, Doesn't exist, Bare land currently, None

Question 16: How could your current housing situation in Sayward be improved? (Please select all that apply)

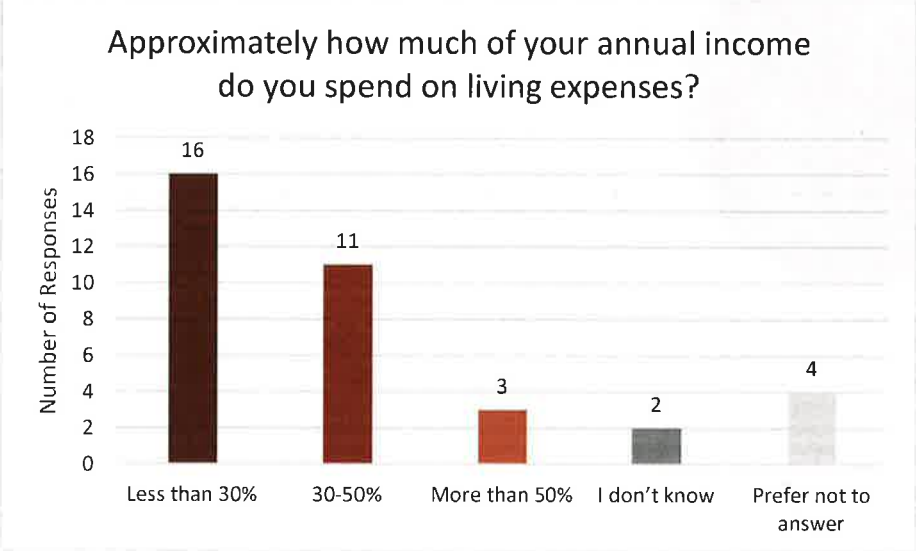
Total responses: 31



Other responses include: Need to finish basement after drainage gets fixed, none, Work closely with Village on a build that can help with more long term housing, Doesn't exist, Less taxes

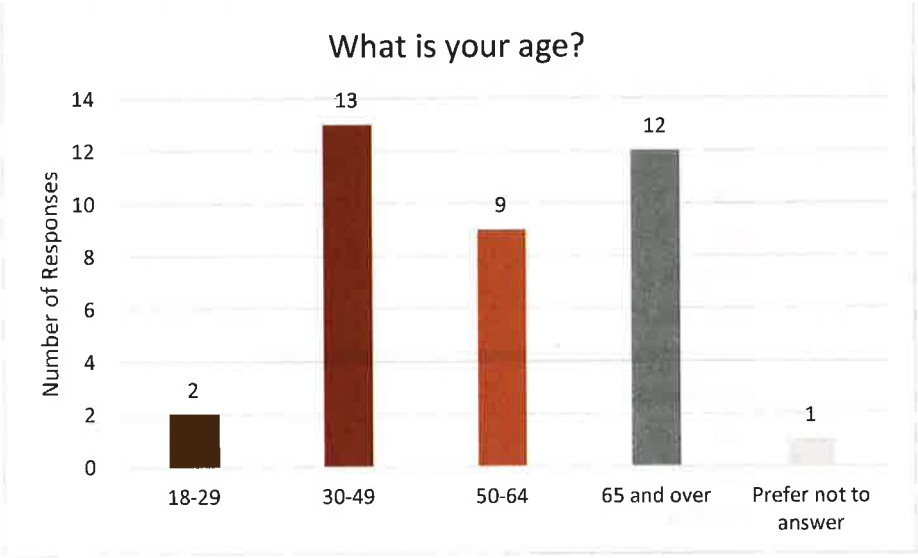
Question 17: Approximately how much of your annual household income do you spend on housing expenses? (Rent or mortgage, household utilities, property tax)

Total respondents: 36



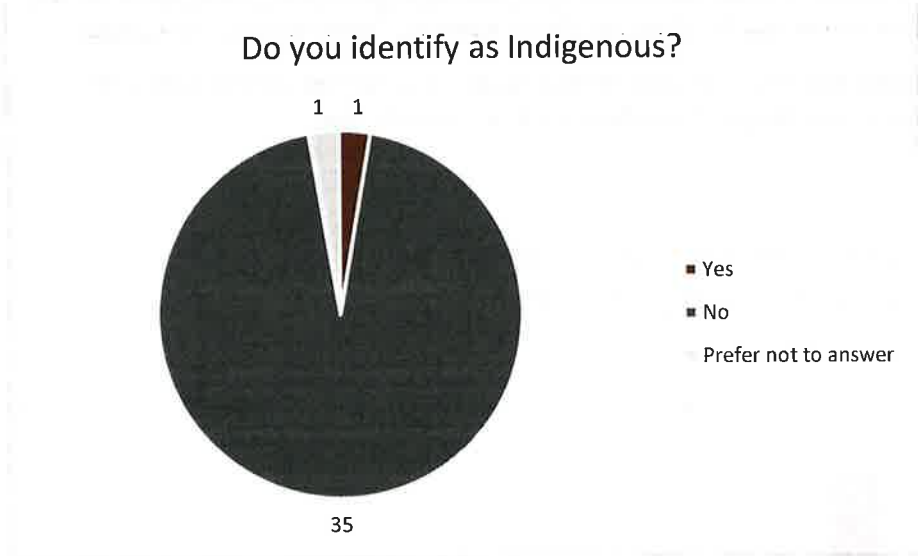
Question 18: What is your age?

Total respondents: 37



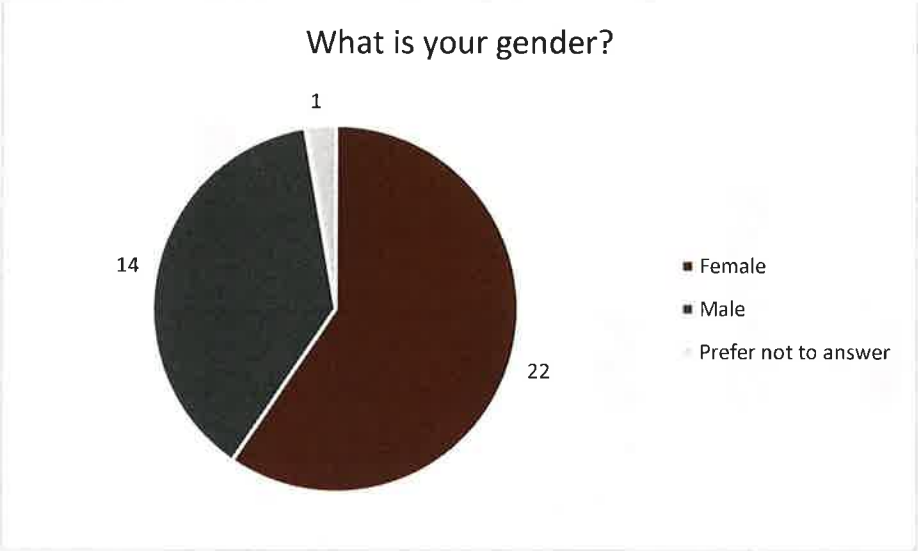
Question 19: Do you identify as Indigenous?

Total respondents: 37



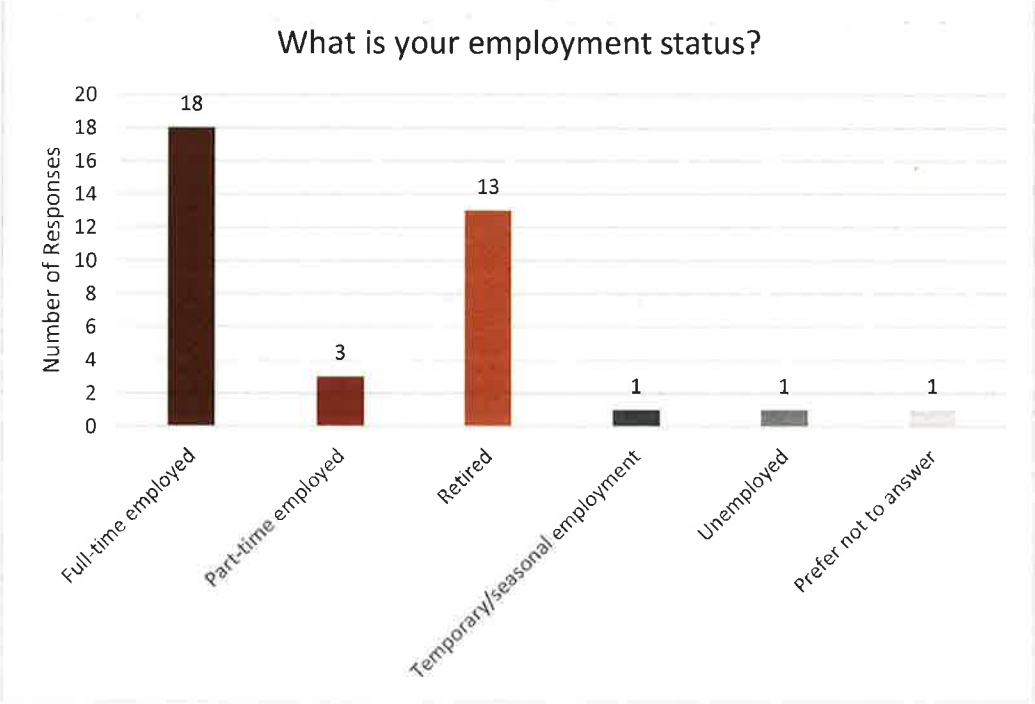
Question 20: What is your gender?

Total respondents: 37



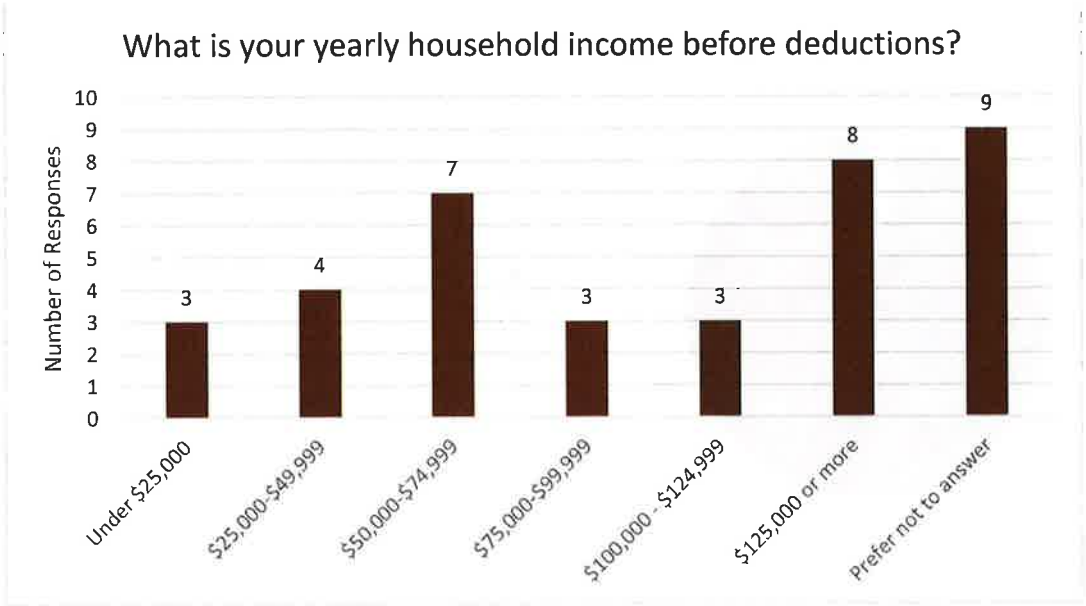
Question 21: What is your employment status?

Total respondents: 37



Question 22: What is your yearly household income before deductions?

Total respondents: 37



Appendix B

Engagement Materials

Your experience counts! What are the most pressing housing needs in Sayward?

The Village of Sayward is creating our Housing Needs Report, an important and provincially mandated document to understand the future needs for housing in the community.

A survey has been mailed to **all residents and titleholders** in Sayward. For your convenience, and to accommodate unregistered households or lost mail, it can also be taken online at the link below. Open until December 1st 2022.

Thank you for your input!

https://www.surveymonkey.com/r/SaywardHousing

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A survey has been mailed to **all residents and titleholders** in Sayward. For your convenience, and to accommodate unregistered households or lost mail, it can also be taken online at the link below or by paper copy from the Village Office. Open until December 1st 2022.

Thank you for your input!

Scan me to go to the survey:

https://www.surveymonkey.com/r/SaywardHousing

Your experience counts!

What are the most pressing housing needs in Sayward?

The Village of Sayward is creating our Housing Needs Report, an important and provincially mandated document to understand the future needs for housing in the community.

A survey has been mailed to all residents and titleholders in Sayward. For your convenience, and to accommodate unregistered households or lost mail, it can also be accessed online at the link below or the QR code to the right.

The survey will be open until **December 1st 2022.**
Thank you for your input!

Scan me to go to the survey:

https://www.surveymonkey.com/r/SaywardHousing

Heads Up! There will be a community survey mailed out in the Fall for the upcoming Sayward Housing Needs Report.

Please provide your input to help shape the survey. Sticky notes are provided to record your responses.

1. What do you see as the most pressing housing needs in Sayward? Now and in the coming future?

2. Who (what population groups) finds it the most challenging to meet their housing needs in Sayward?



3. What is missing in Sayward to meet the housing needs of Seniors? Youth? Families?

4. Do you have any additional ideas about improving housing for the community of Sayward?



Appendix C

Pamphlet of Supports

Harm Reduction & Substance Use

AVI Health & Comunity Services
1371 Cedar Street, Campbell River
250-830-0787
Mon-Th 8am-4pm, Fri 11am-3pm
Harm reduction supplies/education, Naloxone kits/training, on-site Hep C & HIV testing

CR Mental Health and Substance Use (19+)
207-1040 Shoppers Row, Campbell River
250-850-2620
Assessment, treatment, counselling, referrals, education, medication management, support

Vancouver Island Mental Health Society Overdose Prevention Site
5-1330 Dogwood Street, Campbell River
250-287-9969
9am-7pm, 7days a week; Last call (6:45pm)
Harm reduction supplies, overdose prevention services, education and referrals

VIMHS-CR Sobering & Assessment Centre (17+)
5-1330 Dogwood St, Campbell River
250-287-9969
Sobering beds -up to 24hrs, 8 beds available

Youth Mental Health & Support

Foundry Campbell River (Ages 12-24)
140-10th Ave, Campbell River
250-286-0611
Mon/Fri 8:30am-4:30pm, Tues-Th 8:30am-6pm
Walk-in: Mon 9-11am, 1-3pm; Tue-Th: 1-6pm; Fri 9-11am
Programs for substance use, mental health, counselling, primary care and peer support

Emergency Shelters

Evergreen House (Salvation Army) (19+)
690 Evergreen Road, Campbell River
250-287-3791
Hours: 24/7
Emergency shelter for men and women-access to showers, laundry, hygiene supplies, clothes, and meals

Crisis Lines

Vancouver Island Crisis Line **1-888-494-3888**

KUU-US Aboriginal Crisis Line **1-800-588-8717**
Adults **250-723-4050**
Youth **250-723-2040**

VictimLinkBC **1-800-563-0808**

Ann Elmore House (Women Experiencing Abuse)
24 Hr Help line **250-286-3666**
Toll-Free **1-800-667-2188**
24 Hr Text Only Help Line: **250-895-1773**

Kids Help Phone **1-800-668-6868**

Crisis Nurse **250-286-7159**

BC NurseLine **811 or 1-866-215-4700**

1-800-SUICIDE **1-800-784-2433**

Residential School Survivors & Family Crisis Line
1-800-721-0066

BC 211 - Connect to services in BC communities
Dial 211 or visit bc211.ca

24-Hr Métis Crisis Line **1-833-638-4722**
Métis Elder Line **1-833-676-3847**

Emergency Sexual Assault Response Program
Call or Text **250-201-2150**

Urban Indigenous Housing & Wellness Coalition

COALITION TO END HOMELESSNESS
CAMPBELL RIVER & DISTRICT

Cover art by Shawn Decaire

Thank you to North Island College Nursing Practicum Students for your support!

Need Shelter, Food or Support?



Legend

Indigenous-led Organization
Hours of Operation
Phone #
Address

General Support & Food Services

Salvation Army - Centre of Hope
100-1381 Cedar Street, Campbell River
250-287-2699
Meals Mon-Fri 11:30am-1:15pm
Family Services & Food Hampers Mon-Fri 8am-4pm
Meal program, showers, supplies, laundry, resource info, clothing, food, household goods

MOUHSS: Mobile Outreach Unit for Health and Support Services (KDC)
Campbell River Locations:
Tues: Spirit Square 8-10:30am
Willow Point (Tim Hortons Area) 11am-1pm
Wed: Harbourside Breakfast & Nurse 9-10:30am
Dogwood (Curling Rink) 11am-12:30pm
Thurs: Get The Point (call for info)
Fri: Nunns Creek Park: 8am-12pm
250-203-9713; Toll Free: 1-866-286-9713
Physical/mental health support, connections/referrals, diabetes, HIV/Hep C testing, foot care, harm reduction supplies, beverages and snacks.

John Howard Society North Island
140-10th Ave, Campbell River
250-286-0611
M-F 8:30am-4:30pm (closed 12-1)
Mental health, housing support, homeless outreach, and youth services

Campbell River Family Services
487-10th Ave, Campbell River
250-287-2421
Support, counselling, education, prevention and crisis intervention - includes sexual assault programs, victim services, and pregnancy outreach

North Island Employment Foundation Society
920 Alder Street, Campbell River
250-286-3441
Financial supports, programs and services to help individuals seeking employment

Hama?elas Community Kitchen
1342 Shoppers Row, Campbell River
Dinner service 7 days/week from 5-5:30pm
Lunch Sat/Sun & Stat Holidays 11:30am-12:30
Breakfast Wednesdays 9:30-10:30am
Free meals and beverages in an indoor dining room

Kwesa Place
1324 Shoppers Row, Campbell River
Open 7 days a week 10am-4pm
Drop-in showers, laundry, washrooms, and snacks

Laichwiltach Family Life Society
441 4th Ave, Campbell River
250-286-3430
Counselling, Elder support, programs for addiction, recovery and anger management

Sasamans Society
680 Head Start Crescent, Campbell River
250-914-2212
Youth and Elder support, outreach, parenting programs

North Island Métis Association (NIMA)
A124 - 740 Robron Road, Campbell River
250-287-7417
Housing, education, and health support for Métis

Campbell River Food Bank
1393 Marwalk Crescent, Campbell River
250-286-3226
Drop-in Mon/Fri 10am-1pm, first 3 Wednesdays every month for larger handouts

Society of St. Vincent De Paul
250-287-4911
Call Tues 9am-1pm
Supply and delivery of food hampers
One visit/month, max. 6/year

Ka:yu:'k't'h'/Che:k'tles7et'h' First Nations
1250-C Ironwood Street, Campbell River
250-287-2775
Support/services to KCFN members

Kwakiutl District Council (KDC)
Campbell River Health Centre: 1400 A Drake Rd
250-286-9766
Quinsam Health Centre: 200-2005 Eagle Drive
250-286-8064
Cape Mudge Health Centre: #1 WeWay Rd.
250-850-0351

Legal and Income Assistance

Ministry of Social Development and Poverty Reduction
833A 14th Ave, Campbell River
1-866-866-0800
Income assistance

Opportunities Advocacy Services
101-300 St Ann's Road, Campbell River
250-286-3436
Mon-Fri 9am-4pm
Legal advocacy, family law, income tax assistance for low-income residents

Women & Children

Campbell River & North Island Transition Society
#101-1116 Dogwood Street, Campbell River
250-287-7384
Housing, outreach, support for women and their children

Women's Resource Centre (Women Only)
#102-1116 Dogwood St, Campbell River
250-287-3044
Mon-Thurs 10am-3pm
Drop-in centre, counselling, poverty relief, referrals, computer access, clothing, employment services, workshops, book lending, tax preparation

Ann Elmore Transition House
N/A for safety and confidentiality
24/7 Help line 250-286-3666
Shelter for women and children experiencing abuse. Includes support groups, counselling

Strathcona Regional District

Gold River Food Network
396 Nimpkish Drive, Gold River
Service: Drop-in twice week emergency food
Mon 10am-1pm and Wed 1pm-4pm
Pre-register for monthly food hampers

Gold River Health Centre
601 Trumpeter Dr., Gold River
250-283-2626
By appt. only

Nuu-Chah-Nulth Tribal Council (NTC) Northern Region
100 Ouwatin Road, Tsaxana
250-283-2012
Mental health and substance use resources

VI-West Mobile Outreach Unit
250-203-9713; 250-286-9766
Gold River (varying locations) Mon 10am-1pm
Tsa'Xana (House of Unity) Thurs 1pm-3pm
Physical/mental health support, connections/referrals to community services, diabetes, HIV/Hep C testing, foot care, harm reduction supplies, beverages and snacks

John Howard Society of North Island
Youth & Family Counselling - Gold River/Tahsis
500 Trumpeter Dr, Gold River
250-203-5863
M-Th 8:30am-4:30pm
Counselling and referral services for youth (ages 13-18) and their families struggling with mental health concerns and/or substance use

Vancouver Island West Children's Health Hub
500 Trumpeter Dr., Gold River
250-283-7108
Tues-Th 9am-3pm
Connecting people from Gold River, Tahsis, Zeballos, and Kyuquot with service providers for families and children age 6 and under

North Island Safe Home Program
NI Transition Society Office: 250-287-7384
Shelter and services for women and their children in Gold River and Cortes Island experiencing various forms of abuse

Sayward Primary Health Care Clinic
601 Kelsey Way, Sayward
250-282-3815
Mon-Thurs - Appt. ONLY
Visiting practitioners on rotating schedule

Zeballos Health Centre
500 Parkway Road, Zeballos
250-761-4274
By appt. only

Greenways Land Trust - Good Food Box
250-287-3785
Subsidized boxes of food for low-income households

Quadra Food Bank
Quadra Island Community Centre, 970 West Rd
250-285-3243
1st and 3rd Wed of Month from 1pm-2pm

Quadra Island Medical Clinic
654 Harper Road, #3A, Quathiaski Cove
250-285-3540
All services by appt. only

Cortes Women's Resource Centre
983 Beasley Road, Mansons Landing
250-935-6501
Education, resources and connection of services for women and children on Cortes Island

Cortes Island Health Centre
947 Beasley Road, Masons Landing
250-935-6718

Meals on Wheel Cortes
250-935-6793
Mon-Fri 10am-5pm
Weekly meals for Cortes Island seniors at cost, by donation or free. Pick up or delivery, call to sign up

Appendix D

Campbell River - 2021 Homeless Count

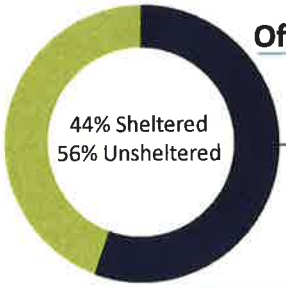
Campbell River - 2021 Homeless Count

HSABC Homelessness Services Association of BC

The 2021 Point in Time homeless count occurred in Campbell River on the evening of April 8 and the day of April 9 to help provide an overall snapshot of homelessness in the community.

116 People were identified as experiencing homelessness compared to 81 in 2018.

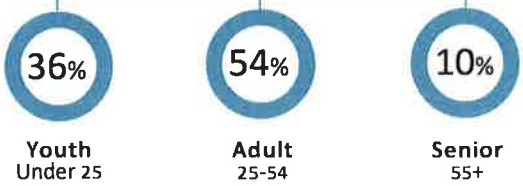
Where did individuals stay the night of the count?



Of Unsheltered Respondents*

- 51% Couch surfing
- 17% Makeshift shelter/tent
- 15% Outside
- 15% Vehicle

AGE BREAKDOWN



69% Experienced homelessness for the first time as a youth

45% Had been in foster care, a youth group home, or under a youth agreement

GENDER



SEXUAL ORIENTATION

15% of respondents identified as 2SLGBTQIA+

TRANS EXPERIENCE

2% of respondents identified as having trans experience

RACIAL IDENTITY



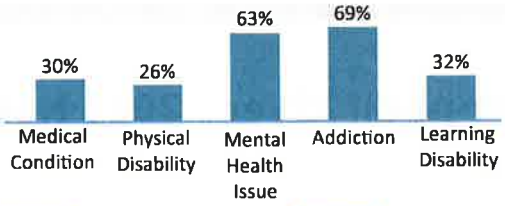
Not listed includes respondents who selected 'Not listed' and may have provided a write-in answer, e.g. nationality, ethnicity or religious group.

INDIGENOUS IDENTITY

62% of respondents identified as Indigenous

Compared to 12% of the general population (2016 Census)

HEALTH CONCERNS



26% Reported an acquired brain injury

72% Reported two or more health concerns

LENGTH OF TIME HOMELESS

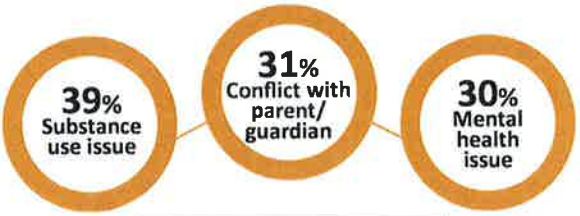
22% Under 6 months

67% 1 year or more

76% of respondents had been in the community for at least 1 year

45% of respondents had been in the community 10 years or more

REASONS FOR HOUSING LOSS*



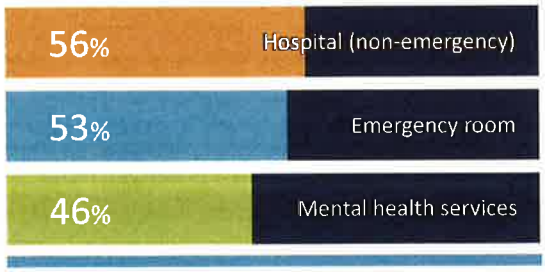
INCOME



Sources of Income*

- 35% Income assistance
- 22% Disability benefit
- 20% Money from family/friends

SERVICES ACCESSED*



* Top responses highlighted

Limitations and Methodological Considerations

Please note the following considerations in reviewing this data.

In the spring of 2020, the Province of British Columbia provided funding to conduct homeless counts in 16 B.C. communities. Due to the COVID-19 pandemic, only eight of the 16 communities were able to conduct their counts before March 17, 2020, when British Columbia's Provincial Health Officer declared a public health emergency under British Columbia's *Public Health Act*. The remaining eight communities completed their counts in 2021 with additional pandemic precautions.

The Homelessness Services Association of BC, with support from BC Non-Profit Housing Association and Urban Matters, coordinated these counts and prepared this report.

Data from counts in the count communities constitutes a benchmark to measure progress made to reduce homelessness over time.

- Point-in-Time (PiT) homeless counts provide a snapshot of people who are experiencing homelessness in a 24-hour period, their demographic characteristics, service use and other information.
- For the purpose of counts conducted in the provincially funded B.C. communities, an individual was defined as experiencing homelessness if they did not have a place of their own where they paid rent and could expect to stay for at least 30 days. This included people who:
  - Stayed overnight on the night of the count in homeless shelters, including transition houses for women fleeing violence and youth safe houses, people with no fixed address (NFA) staying temporarily in hospitals, jails or detox facilities (defined as "sheltered"); and,
  - Stayed outside in alleys, doorways, parkades, parks and vehicles or were staying temporarily at someone else's place (couch surfing) and/or using homelessness services (defined as "unsheltered").
- During the count, we conduct surveys with people who identify as experiencing homelessness. In areas where surveys are not possible, and to support the PiT count, we collect additional information from shelter operators, hospitals, jails and BC Housing.
- PiT counts are an undercount and represent only those individuals identified during a 24-hour period.
  - This is because not everyone experiencing homelessness can be found and not everyone who is found consents to be surveyed.
  - While PiT counts are an accepted methodological tool, the numbers are understood to be the minimum number of people who are experiencing homelessness on a given day in that community.
  - Please note the percentages are based on the number of people who responded to survey questions and not the total number of people identified as experiencing homelessness.

HSABC Homelessness Services Association of BC

BRITISH COLUMBIA | BC HOUSING RESEARCH CENTRE

BCNPHA BC Non-Profit Housing Association

urban matters

STAFF REPORT

To: Mayor and Council
From: Lisa Clark, CFO/CO
Subject: **Public Nuisance Bylaw**
Meeting date: January 24, 2023

BACKGROUND

At the December 6, 2022 regular Council meeting the following resolution was passed:

> **MOTION R22/215**
> **MOVED AND SECONDED**
>
> THAT Staff be directed to bring a report outlining options regarding a new Public Nuisance Bylaw to the January 17, 2023 regular council meeting.
>
> **CARRIED**

DISCUSSION

Along with the comprehensive information shared in Mr. Nielsen's letter (correspondence), staff also reviewed several municipal noise bylaws that speak to the decibel limits for noise during the overnight hours. If Council wishes to include these parameters in the new public nuisance bylaw, staff have the following suggestions:

1. Definitions related to sound levels be added to the bylaw (decibels etc.)
2. Implement a limit for overnight decibel levels; as Mr. Nielsen suggests, limit the maximum level to 45 decibels measured at the property line of the sound emitter. This limit would apply to air conditioners, heat pumps, generators, and other equipment exceeding the maximum overnight decibel level.
3. Amend the Village of Sayward Ticketing Bylaw to include fines for contravening sections of the Public Nuisance Bylaw.

A proposed timeline to review and implement the bylaw is provided below for Council's consideration:

Schedule	Action
February 7, 2023	Council reviews Bylaw No. XXX Public Nuisance Bylaw
February 21, 2023	Council gives first 3 readings to Bylaw No. XXX Public Nuisance Bylaw
March 7, 2023	Council gives fourth and final reading to Bylaw No. XXX Public Nuisance

	Bylaw
Late Spring	Ticketing for Bylaw Offences Amendment Bylaw No. XXX presented to Council for first 3 readings
Early Summer	Council gives fourth and final reading to Bylaw No. XXX Ticketing for Bylaw Offences Amendment Bylaw

STAFF RECOMMENDATIONS

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

THAT Staff be directed to bring a draft Public Nuisance Bylaw to the February 7, 2023 council meeting for Council review.

Respectfully submitted,

_____

Lisa Clark, CFO/CO

STAFF REPORT

To: Mayor and Council
From: Tom Tinsley, EPC
Subject: **Emergency Services Update**
Meeting date: January 24, 2023

The following is an Sayward Emergency Services update:

- Sayward Family Radio Services (FRS) net has begun on Wednesday's from 6:30PM to 7:00PM run by the Sayward EPC (Emergency Program Coordinator) as Net Controller. The net promotes those who have the radios to make sure they are working and they can use them and also encourages those without them to possibly get a set as they are quite affordable. The Sayward EOC will be monitoring Channel 4 on FRS during any declared emergency so as to forward on communications through the HAM radio network should all other communication avenues be down such as landline phones, cell networks and internet. This was all promoted in the January 2023 Sayward Monthly newsletter.
- The EOC (Emergency Operations Centre) was able to get into the BC Services regular net and will attend it on Wednesday's as well as the regular EMBC (Emergency Management British Columbia) net on the same night.
- The Sayward Drone is confirmed insured, and the leader of the program is gathering the folks interested in volunteering to learn how to operate it and be part of the Emergency Services Drone program.
- One of Sayward's Pactor Ham radio portable sets is being adjusted by the SRD EOC team to ensure it is updating properly for ROIP (Radio Over Internet Protocol)
- The Sayward EPC and ESS (Emergency Social Services) Director will be hosting an open house on Feb 28, 2023 for people to learn more about ESS and maybe consider becoming an ESS volunteer team member. Location and time still to be decided at the time of this report writing.

STAFF RECOMMENDATIONS

THAT Council receive, discuss, and approve the Emergency Services Update report.

Respectfully submitted,

Tom Tinsley, EPC

VILLAGE OF SAYWARD

BYLAW NO. 493

A BYLAW TO PROVIDE FOR THE BORROWING OF MONEY IN ANTICIPATION OF REVENUE

WHEREAS the Village of Sayward may not have sufficient cash on hand to meet the current lawful expenditures of the municipality;

AND WHEREAS it is provided by Section 177 of the *Community Charter* that Council may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the municipality provided that the total of the outstanding liabilities does not exceed the sum of:

a.) The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in any year, the amount of the taxes during the current year for this purpose shall be deemed to be 75% of the taxes levied for all purposes in the immediately preceding year; and

b.) The whole amount of any sums of money remaining due from other governments;

AND WHEREAS there are no liabilities outstanding under Section 177;

AND WHEREAS the total amount of liability that Council may incur is seven hundred thousand dollars ($700,000) made up of the sum of two hundred and eighty-five thousand dollars ($285,000), being 75% of the whole amount of the taxes levied for all purposes in 2022, and four hundred and fifteen thousand dollars ($415,000), being the whole amount of the sum of money remaining due from other governments;

NOW THEREFORE the Council of the Village of Sayward, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as **"Revenue Anticipation Bylaw No. 493, 2023".**

2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of seven hundred thousand dollars ($700,000).

3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and Financial Officer.

4. All unpaid taxes, the taxes of the current year when levied, and sums due from other governments or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

5. All the monies so borrowed and the interest payable thereon shall be payable on or before the 31st day of December 2023.

6. If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of this bylaw.

Read a first time on the ___ day of _____ 2023.

Read a second time on the ___ day of _____ 2023.

Read a third time on the ___ day of _____ 2023.

Adopted on the ___ day of _____ 2023.

Certified a true copy of Bylaw No. 493 this ____ day of _____, _____

_____
Chief Administrative Officer
Village of Sayward

_____
Mayor

_____
Corporate Officer

VILLAGE OF SAYWARD

BYLAW NO. 494

A BYLAW TO AMEND VILLAGE OF SAYWARD REMUNERATION BYLAW 490, 2022

WHEREAS the Council of the Village of Sayward has adopted a Remuneration Bylaw;

AND WHEREAS the Council of the Village of Sayward wishes to amend "Council Remuneration Bylaw No. 490, 2022";

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the Village of Sayward, in open meeting assembled, hereby enacts as follows:

1. **CITATION**

   This bylaw may be cited as **"Remuneration Amendment Bylaw No. 494, 2023"**.

2. **AMENDMENT**

   Remuneration Bylaw No. 490, 2022 is hereby amended by deleting Schedule "A" in its entirety and replacing it with Schedule "A" attached to and forming part of this Bylaw.

Read a first time on the ___ day of _____ 2023.

Read a second time on the ___ day of _____ 2023.

Read a third time on the ___ day of _____ 2023.

Adopted on the ___ day of _____ 2023.

Certified a true copy of Bylaw No. 494
this ___ day of _____, _____

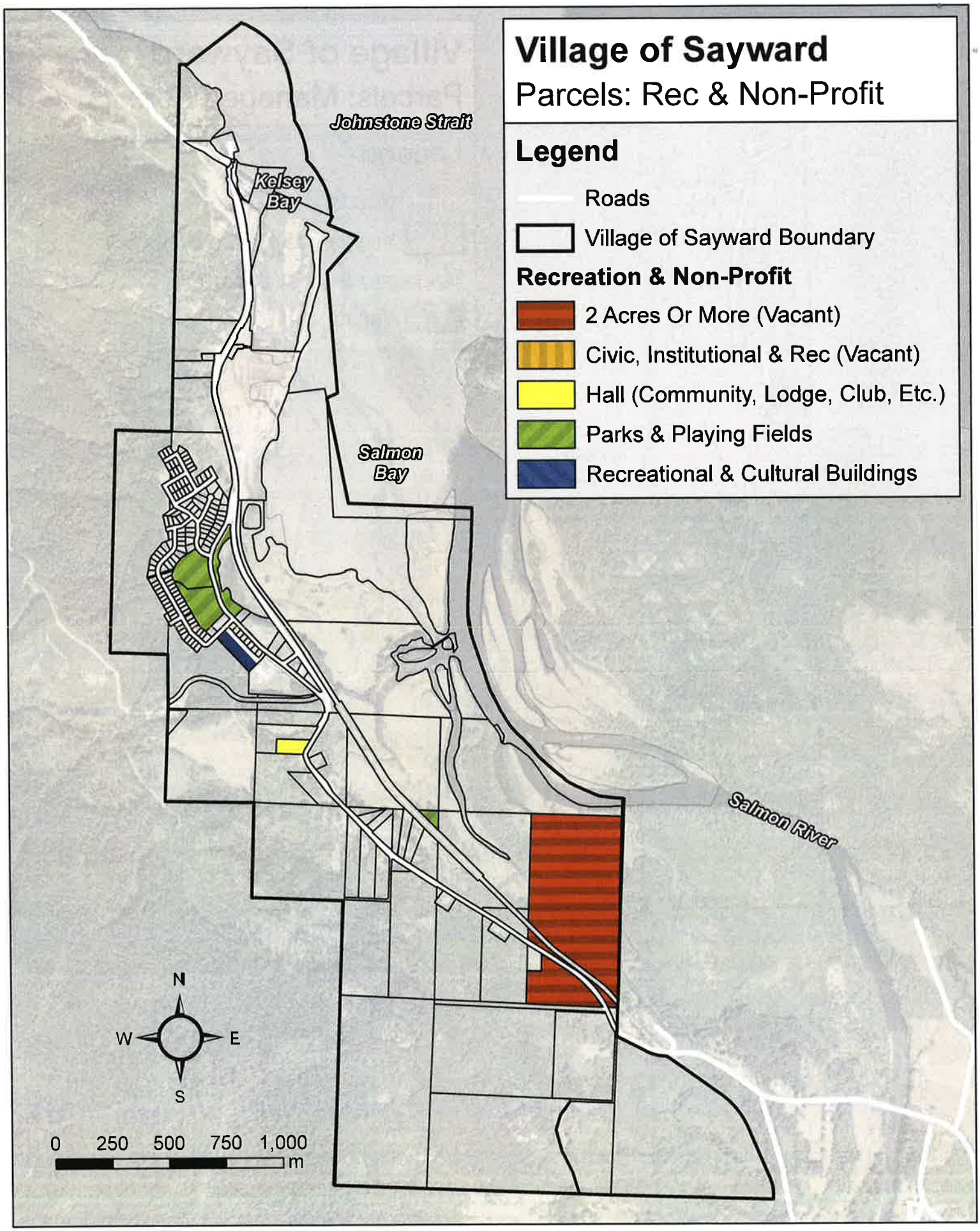
_____
Chief Administrative Officer
Village of Sayward

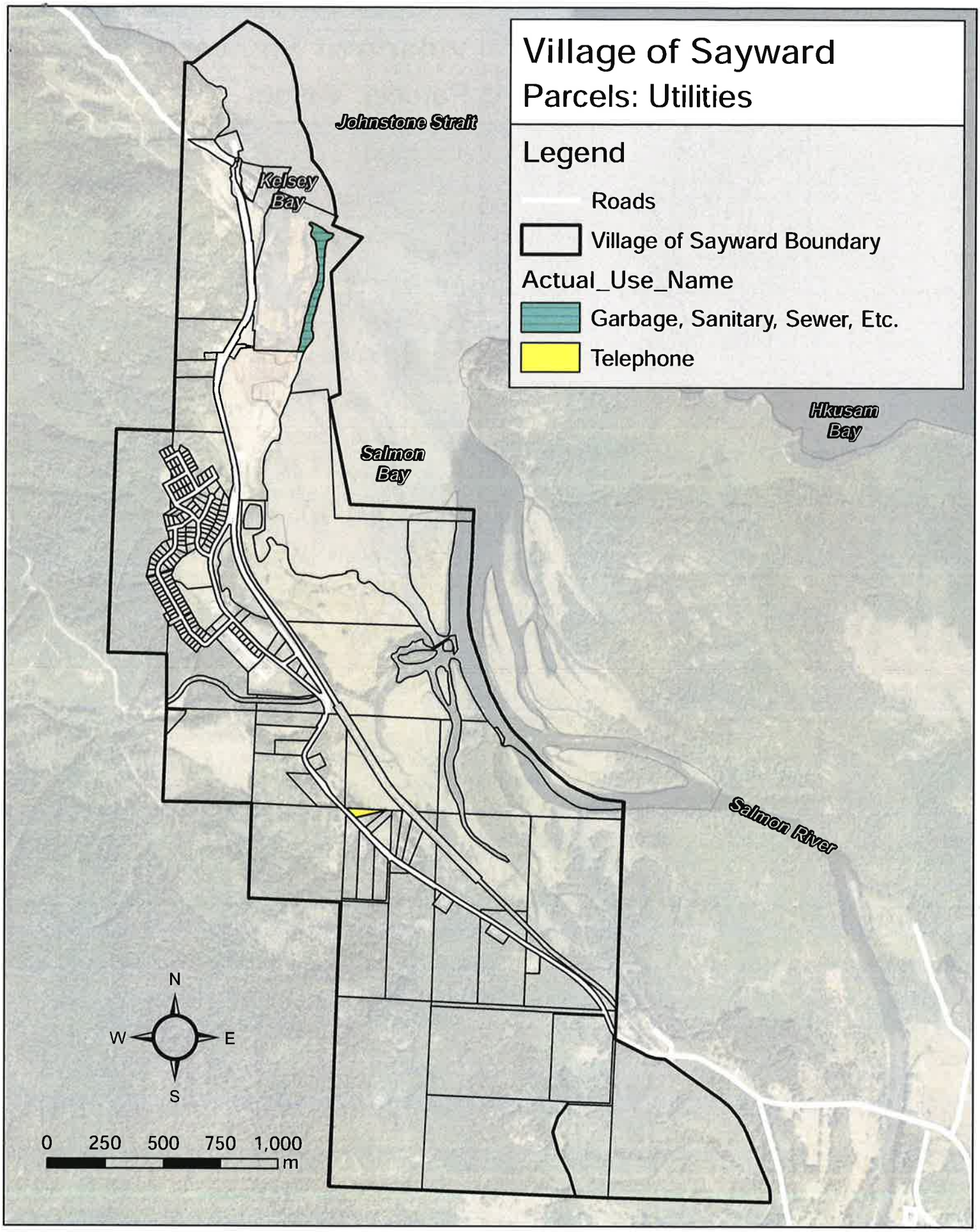
_____
Mayor

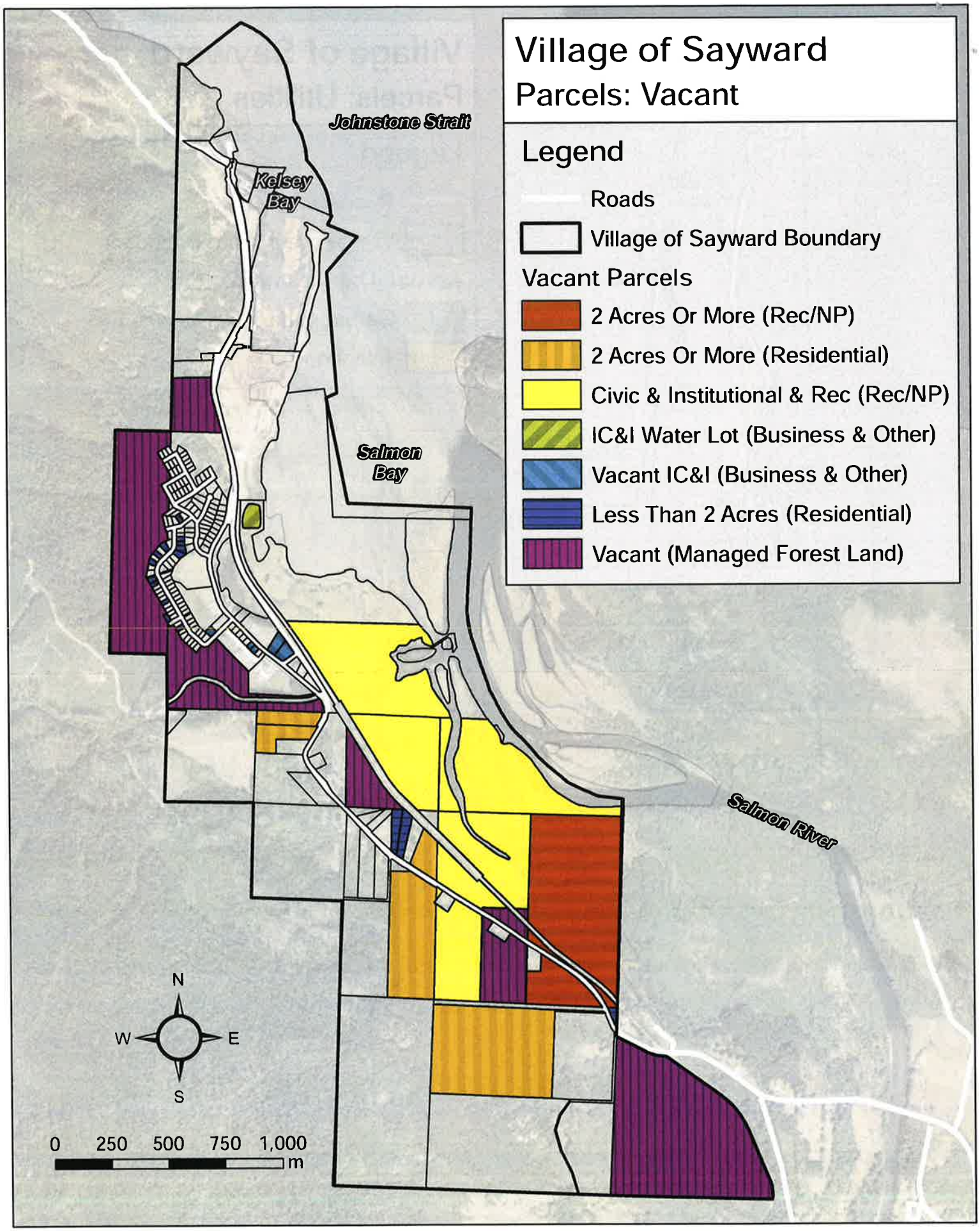
_____
Corporate Officer

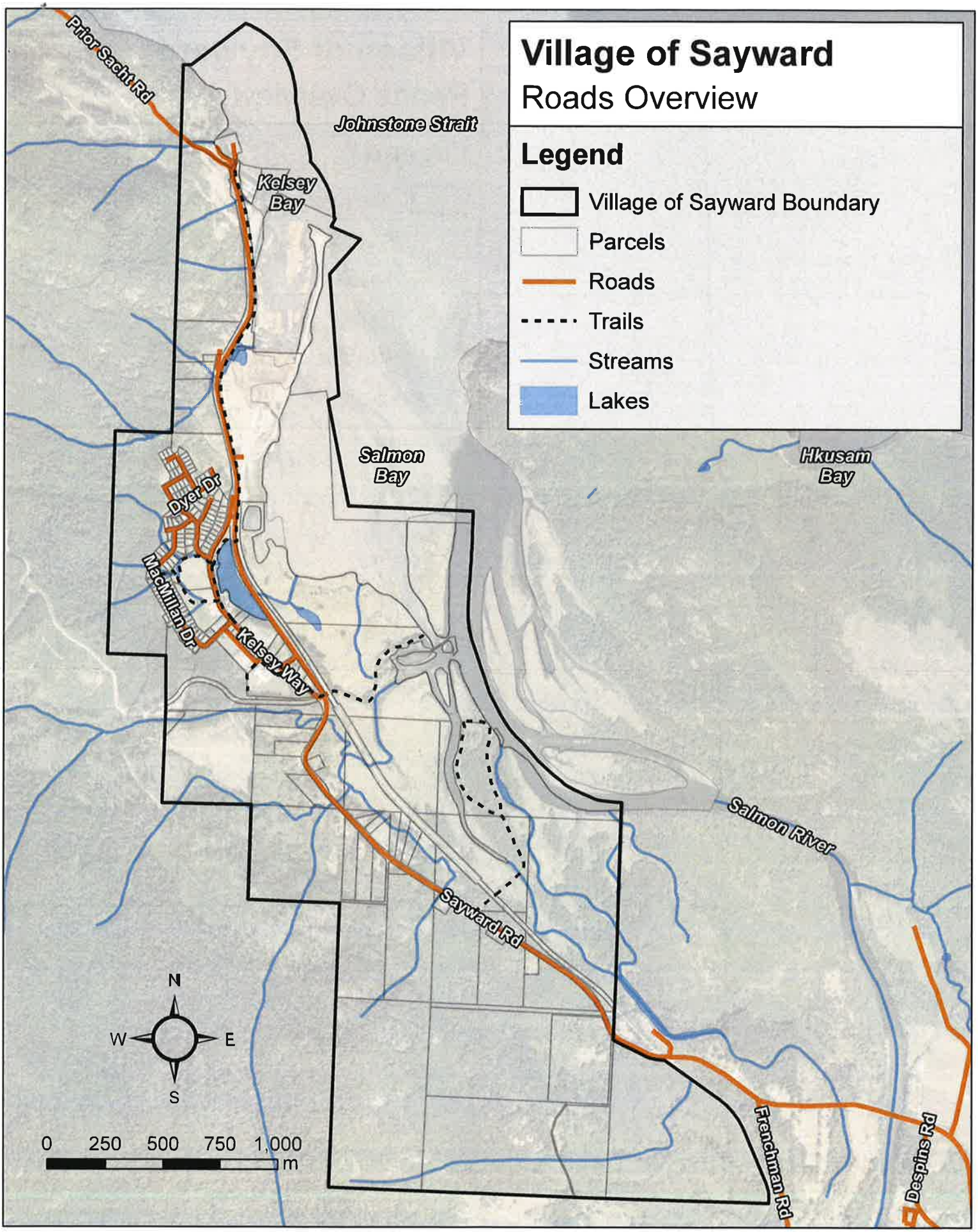
Schedule "A"

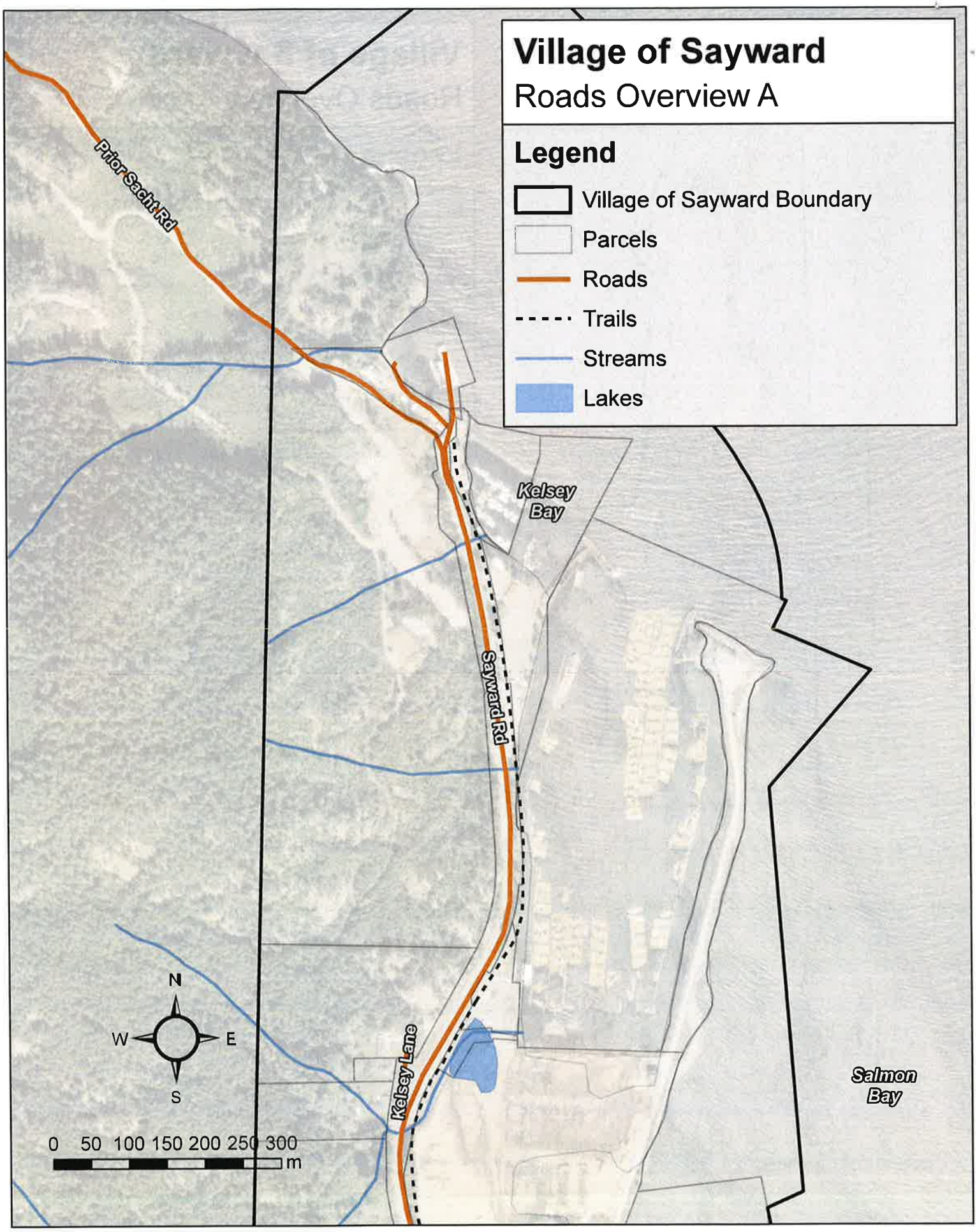
Item	Amount
Mayor Stipend (monthly)	$300
Councillor Stipend (monthly)	$100
Council Meeting (Regular, Special, or Committee of the Whole - per meeting)	$220

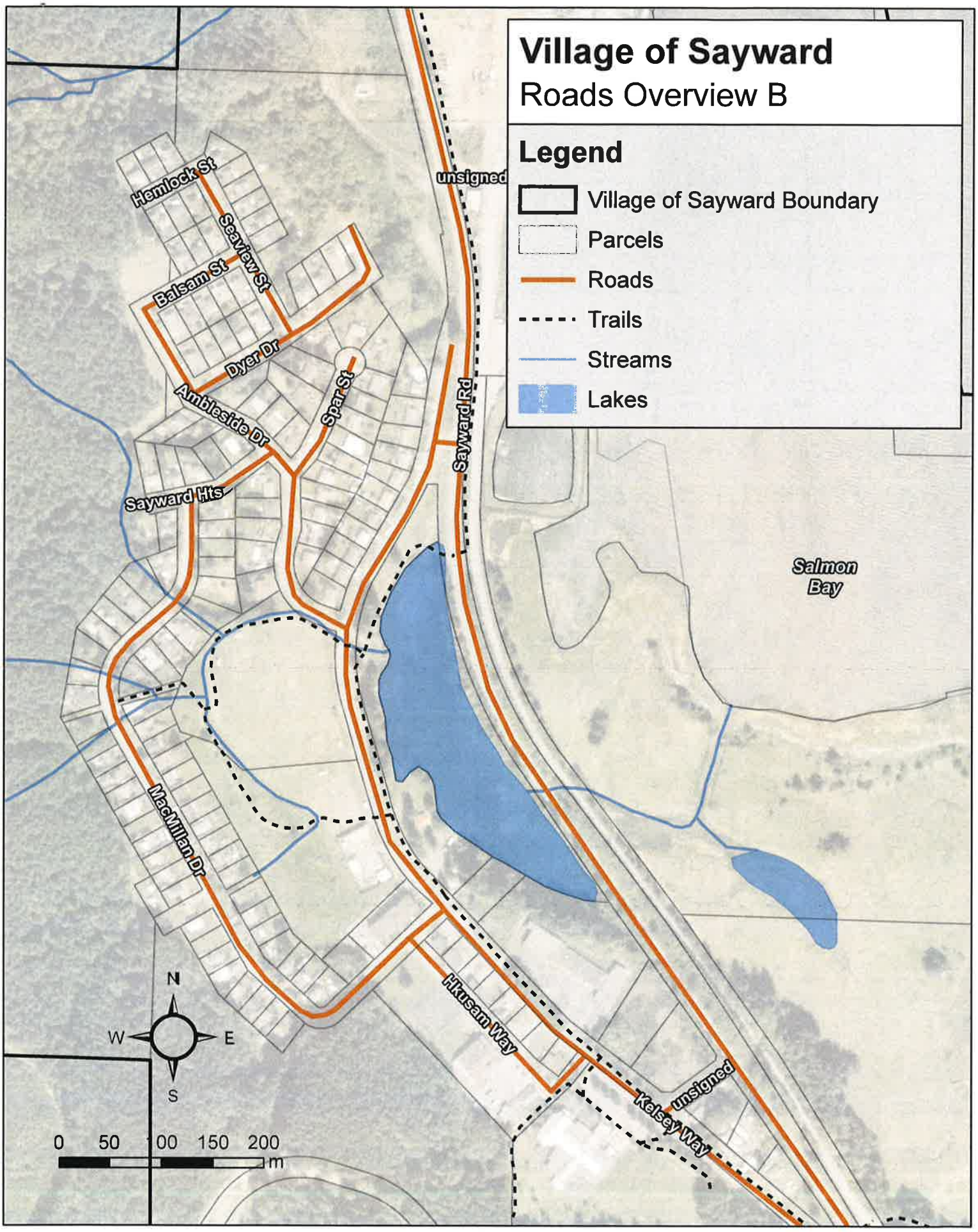

Village of Sayward
Parcels: Rec & Non-Profit
Legend
Roads
Village of Sayward Boundary
Recreation & Non-Profit
2 Acres Or More (Vacant)
Civic, Institutional & Rec (Vacant)
Hall (Community, Lodge, Club, Etc.)
Parks & Playing Fields
Recreational & Cultural Buildings
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
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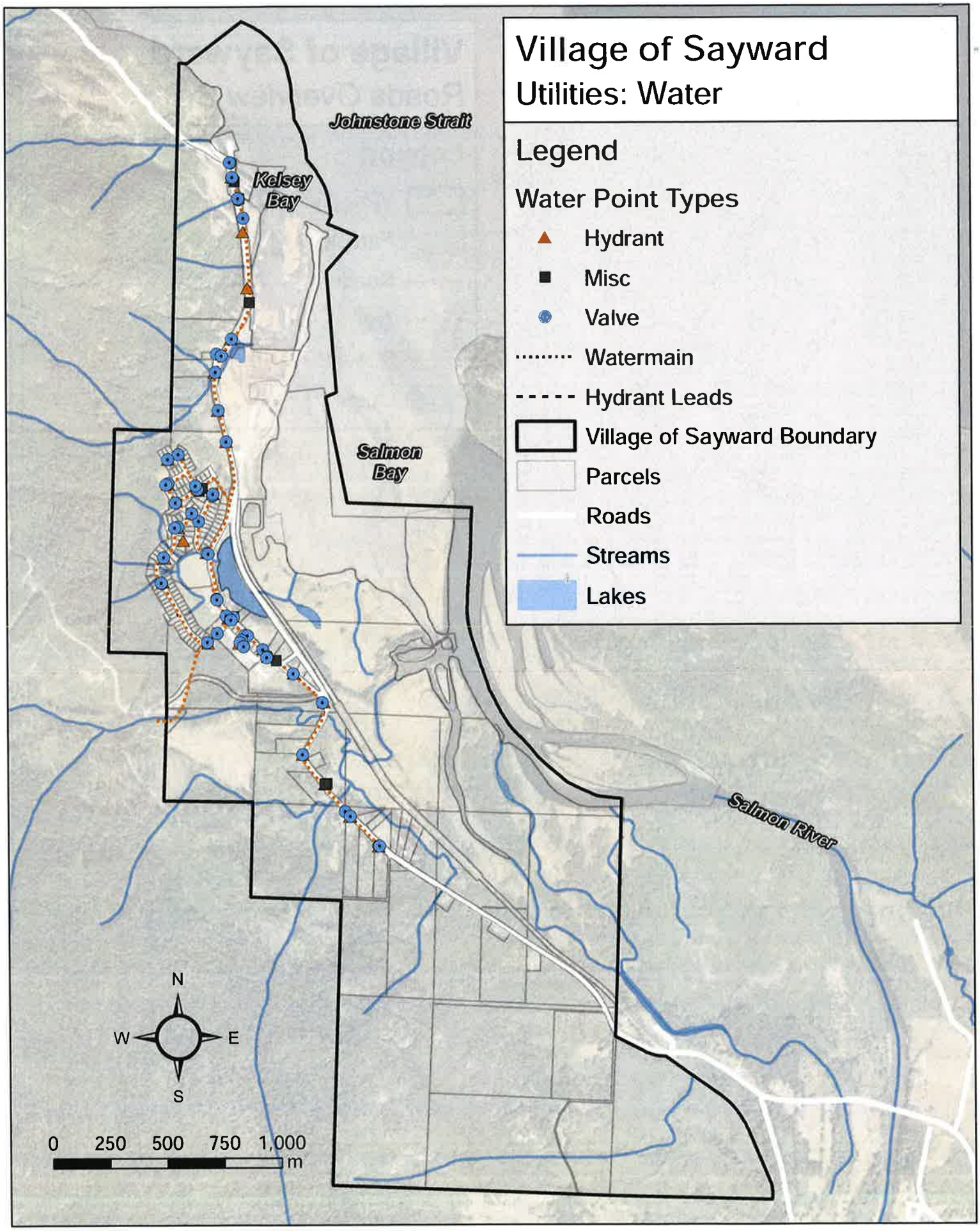

Village of Sayward
Parcels: Utilities
Legend
Roads
Village of Sayward Boundary
Actual_Use_Name
Garbage, Sanitary, Sewer, Etc.
Telephone
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Salmon River
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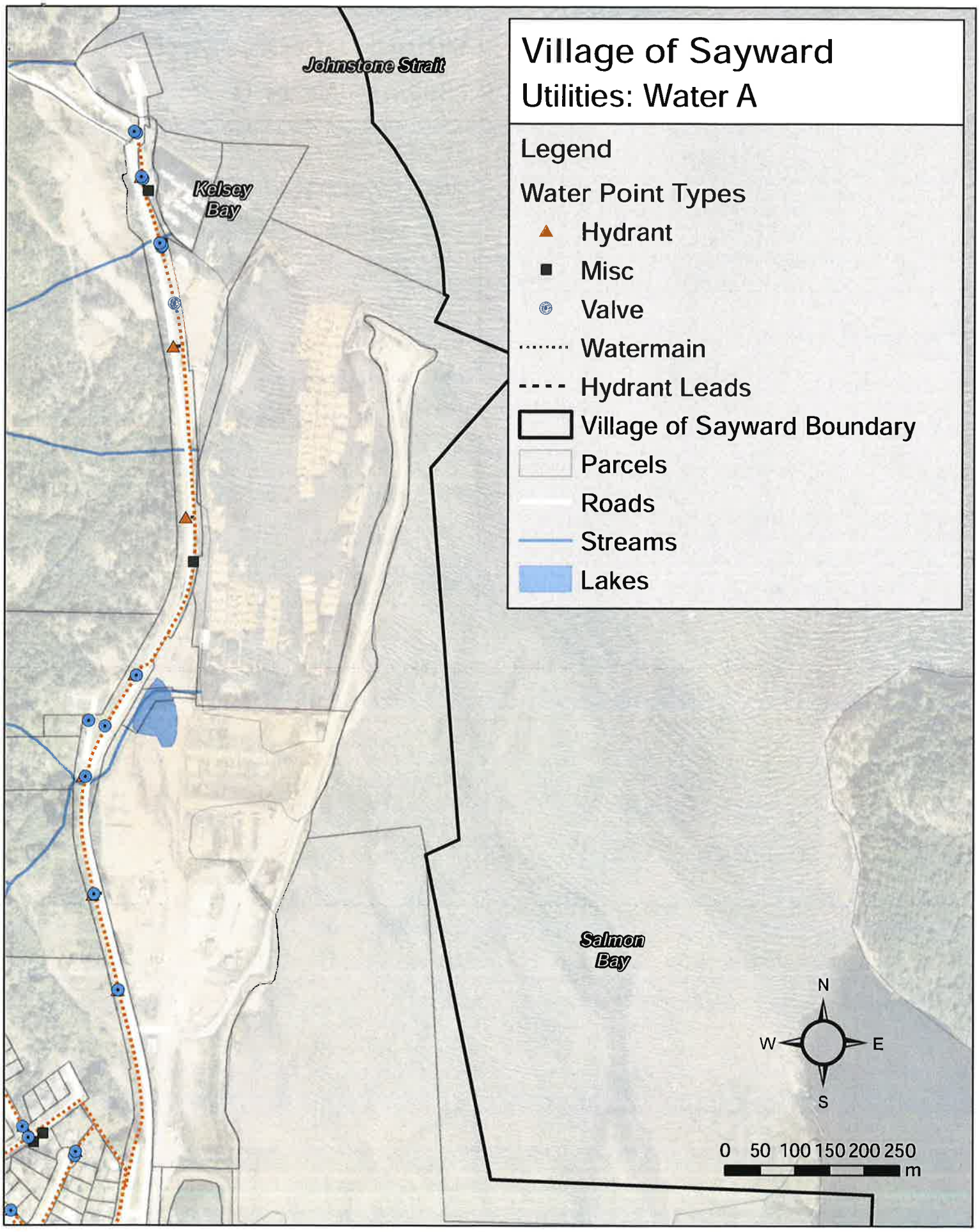

Village of Sayward
Parcels: Vacant
Legend
Roads
Village of Sayward Boundary
Vacant Parcels
2 Acres Or More (Rec/NP)
2 Acres Or More (Residential)
Civic & Institutional & Rec (Rec/NP)
IC&I Water Lot (Business & Other)
Vacant IC&I (Business & Other)
Less Than 2 Acres (Residential)
Vacant (Managed Forest Land)
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
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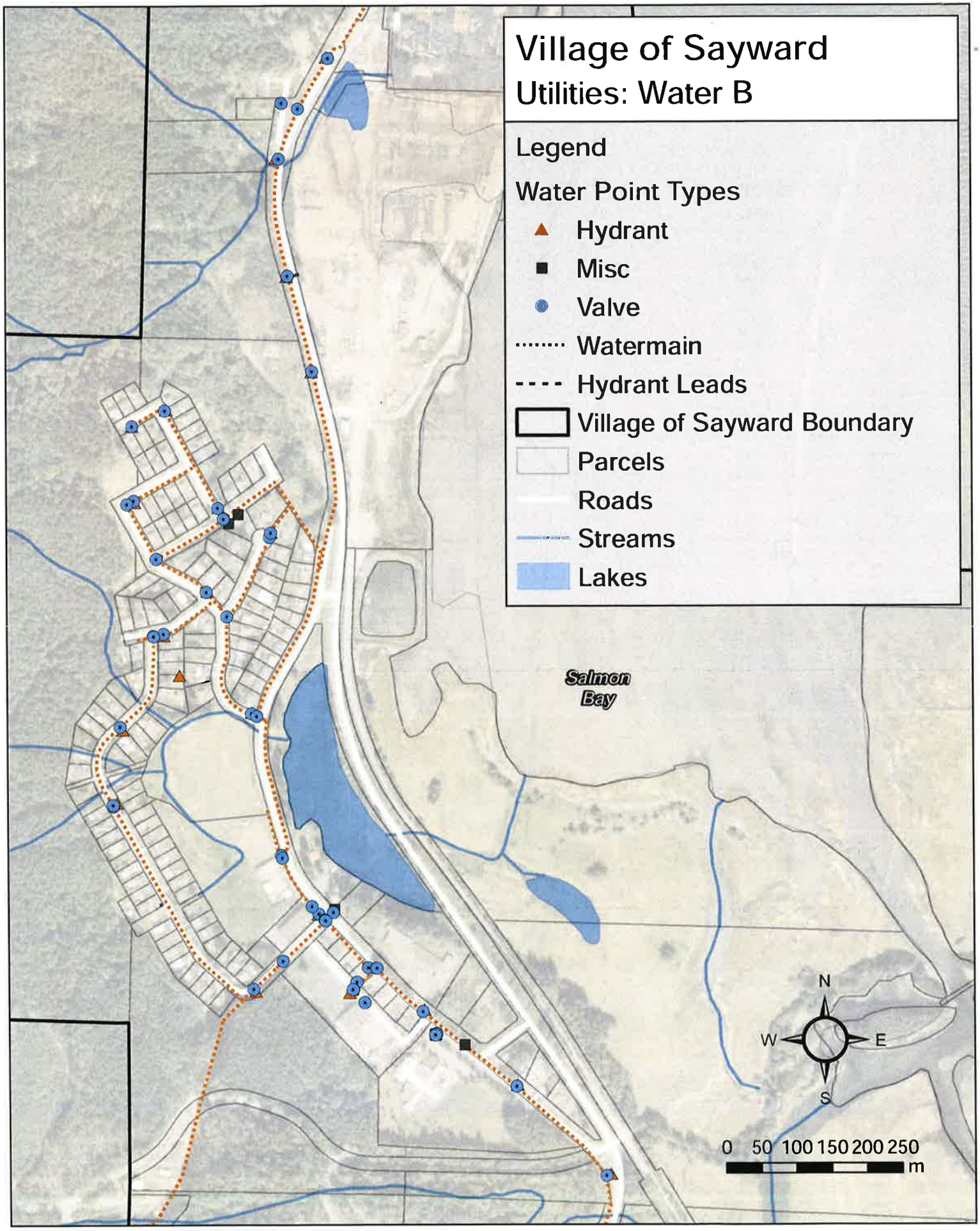

Village of Sayward
Roads Overview
Legend
Village of Sayward Boundary
Parcels
Roads
Trails
Streams
Lakes
Prior Sacht Rd
Johnstone Strait
Kelsey Bay
Salmon Bay
Hkusam Bay
Dyer Dr
MacMillan Dr
Kelsey Way
Salmon River
Sayward Rd
Frenchman Rd
Despins Rd
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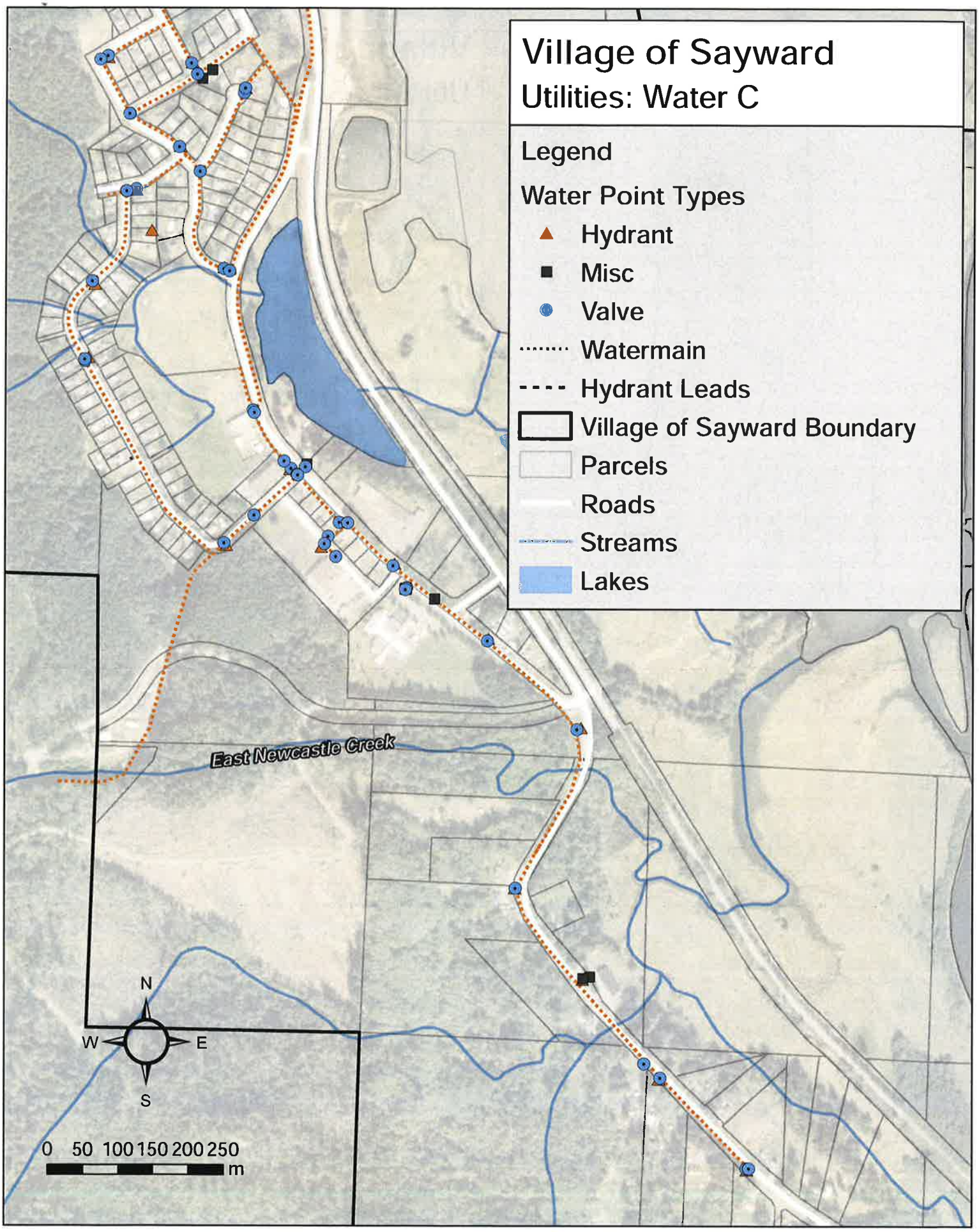

Village of Sayward
Roads Overview A
Legend
Village of Sayward Boundary
Parcels
Roads
Trails
Streams
Lakes
Prior Sacht Rd
Kelsey Bay
Sayward Rd
Kelsey Lane
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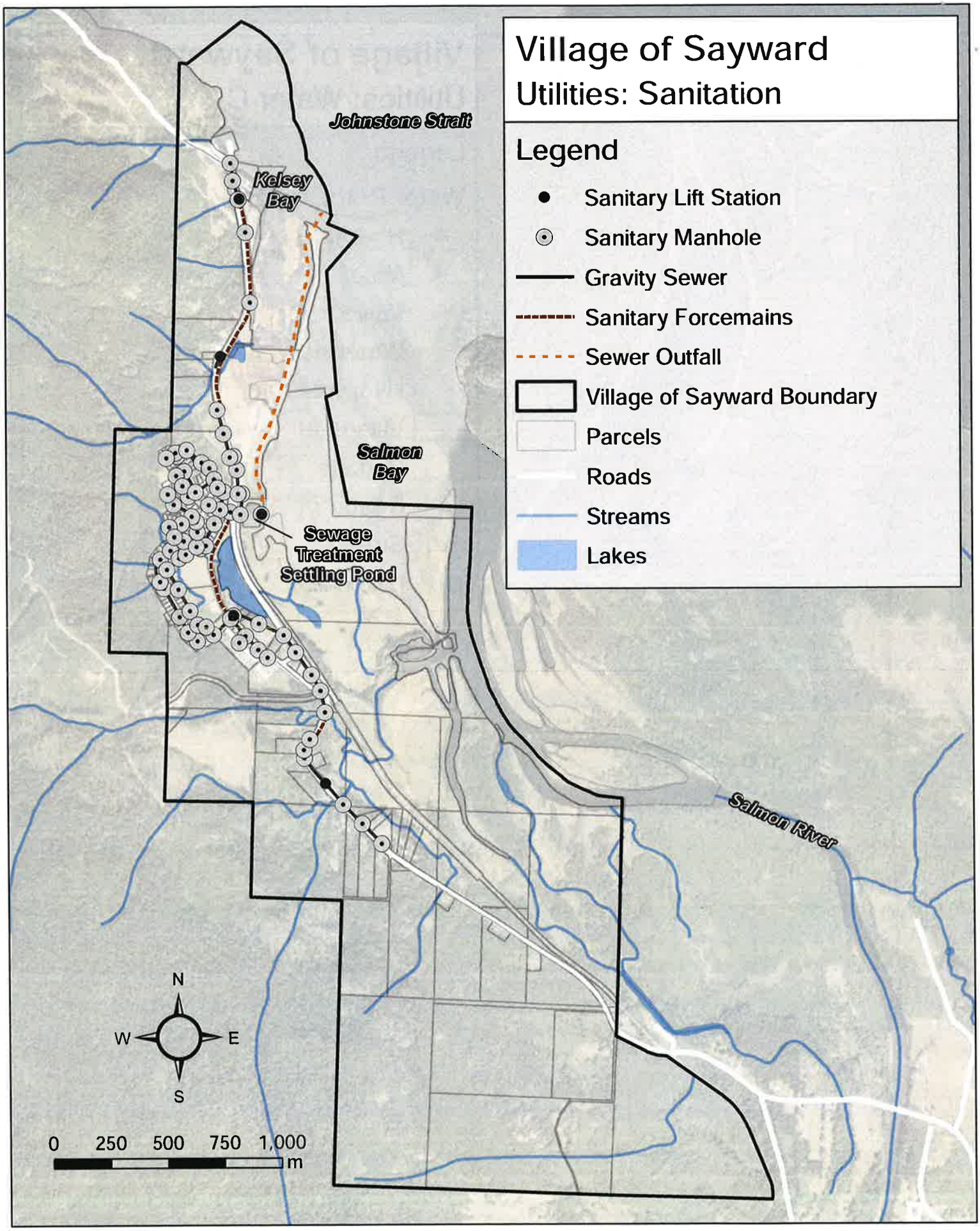

Village of Sayward
Roads Overview B
Legend
Village of Sayward Boundary
Parcels
Roads
Trails
Streams
Lakes
Hemlock St
Seaview St
Balsam St
Dyer Dr
Ambleside Dr
Spar St
Sayward Hts
unsigned
Sayward Rd
Salmon Bay
MacMillan Dr
Hkusam Way
Kelsey Way
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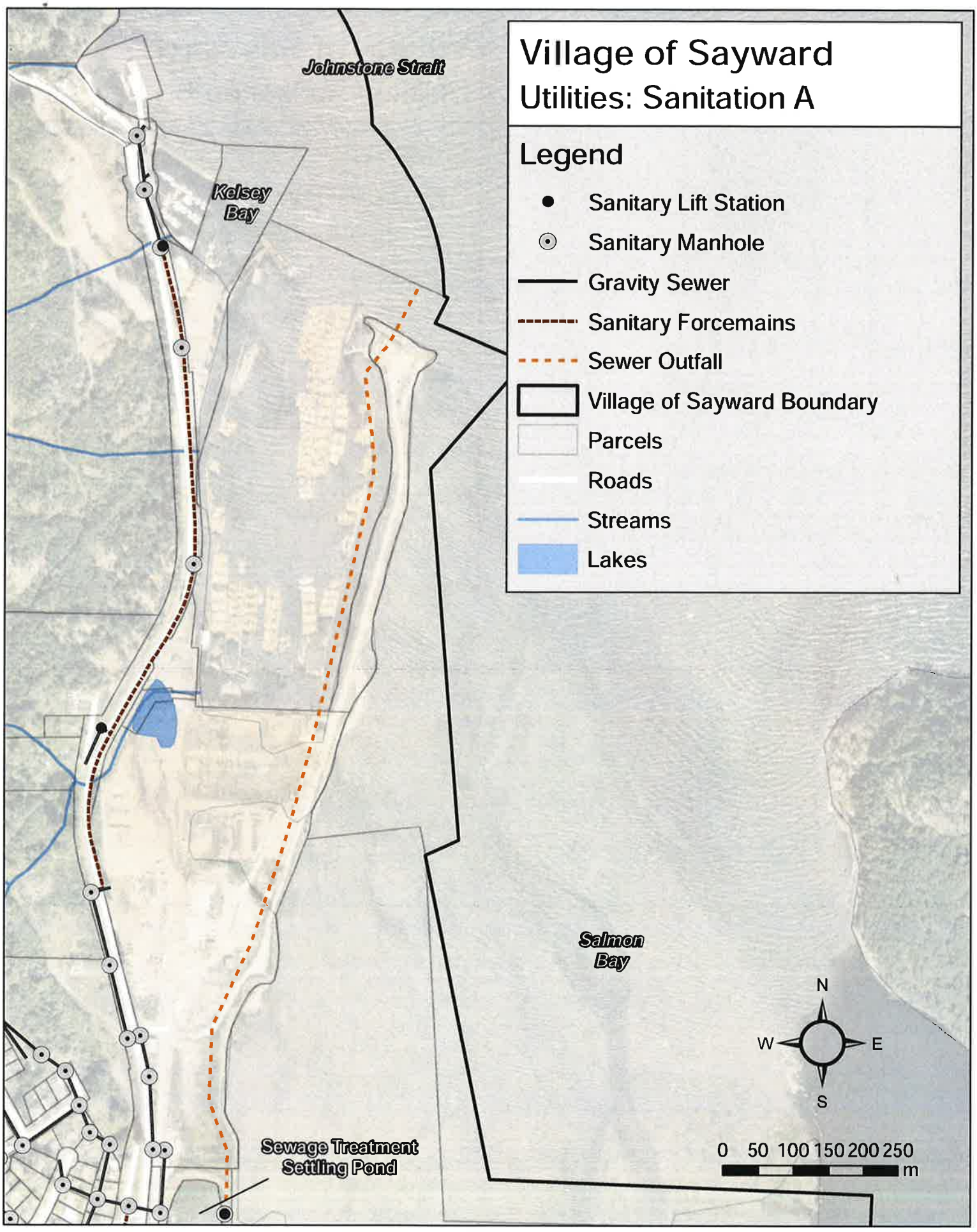

Village of Sayward
Utilities: Water
Legend
Water Point Types
Hydrant
Misc
Valve
Watermain
Hydrant Leads
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Johnstone Strait
Kelsey Bay
Salmon Bay
Salmon River
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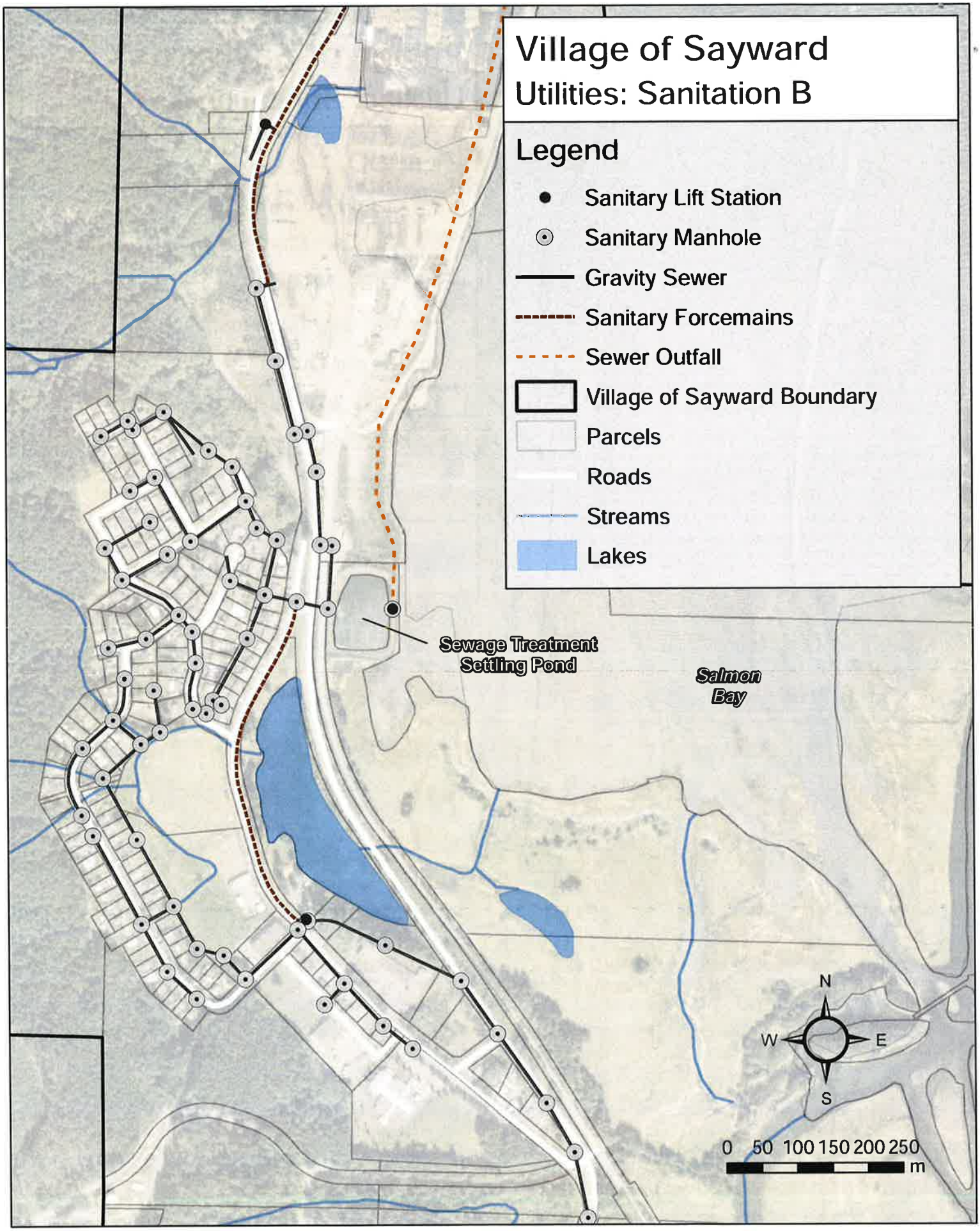

Village of Sayward
Utilities: Water A
Legend
Water Point Types
Hydrant
Misc
Valve
Watermain
Hydrant Leads
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
Johnstone Strait
Kelsey Bay
Salmon Bay
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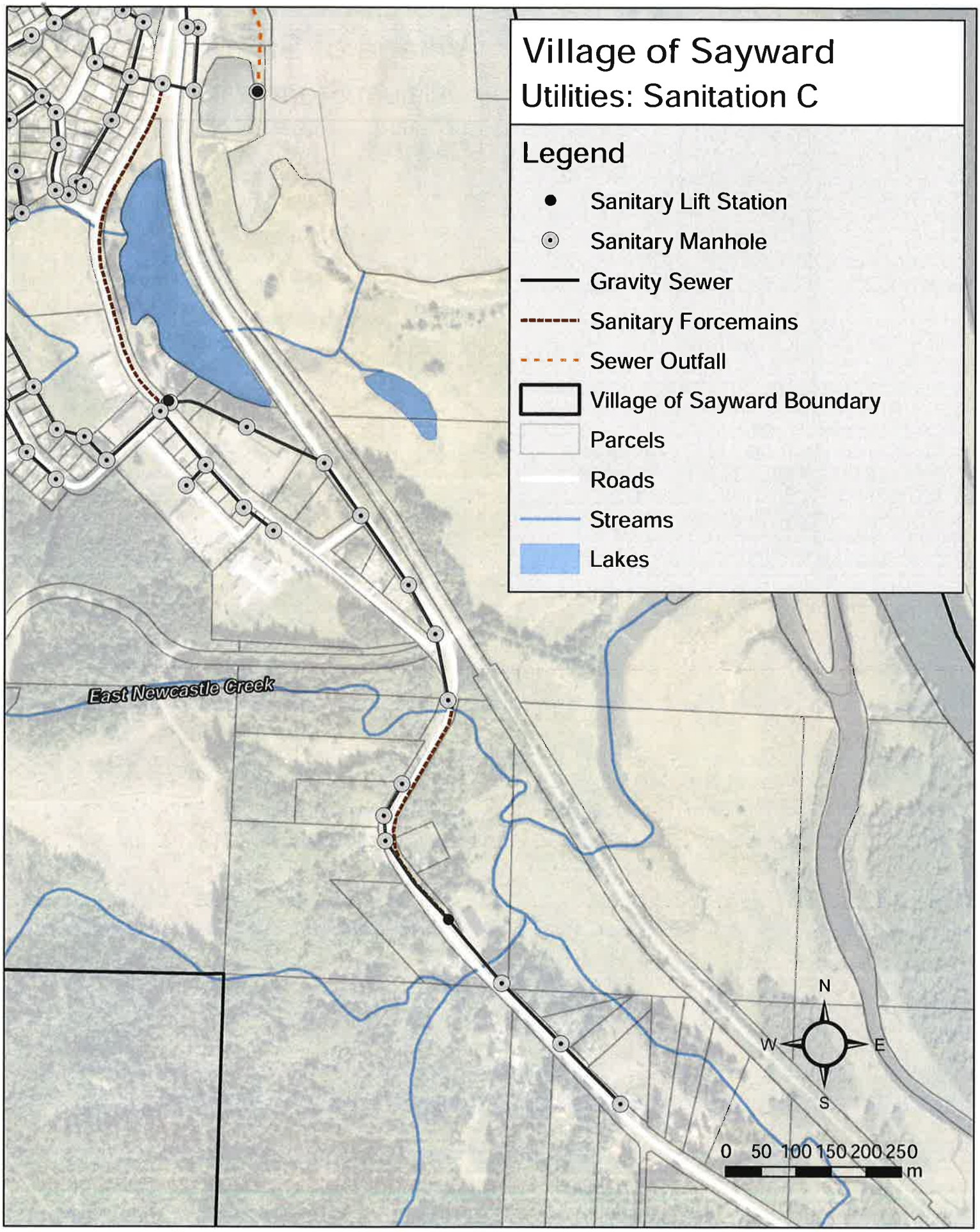

Village of Sayward
Utilities: Water B
Legend
Water Point Types
Hydrant
Misc
Valve
Watermain
Hydrant Leads
Village of Sayward Boundary
Parcels
Roads
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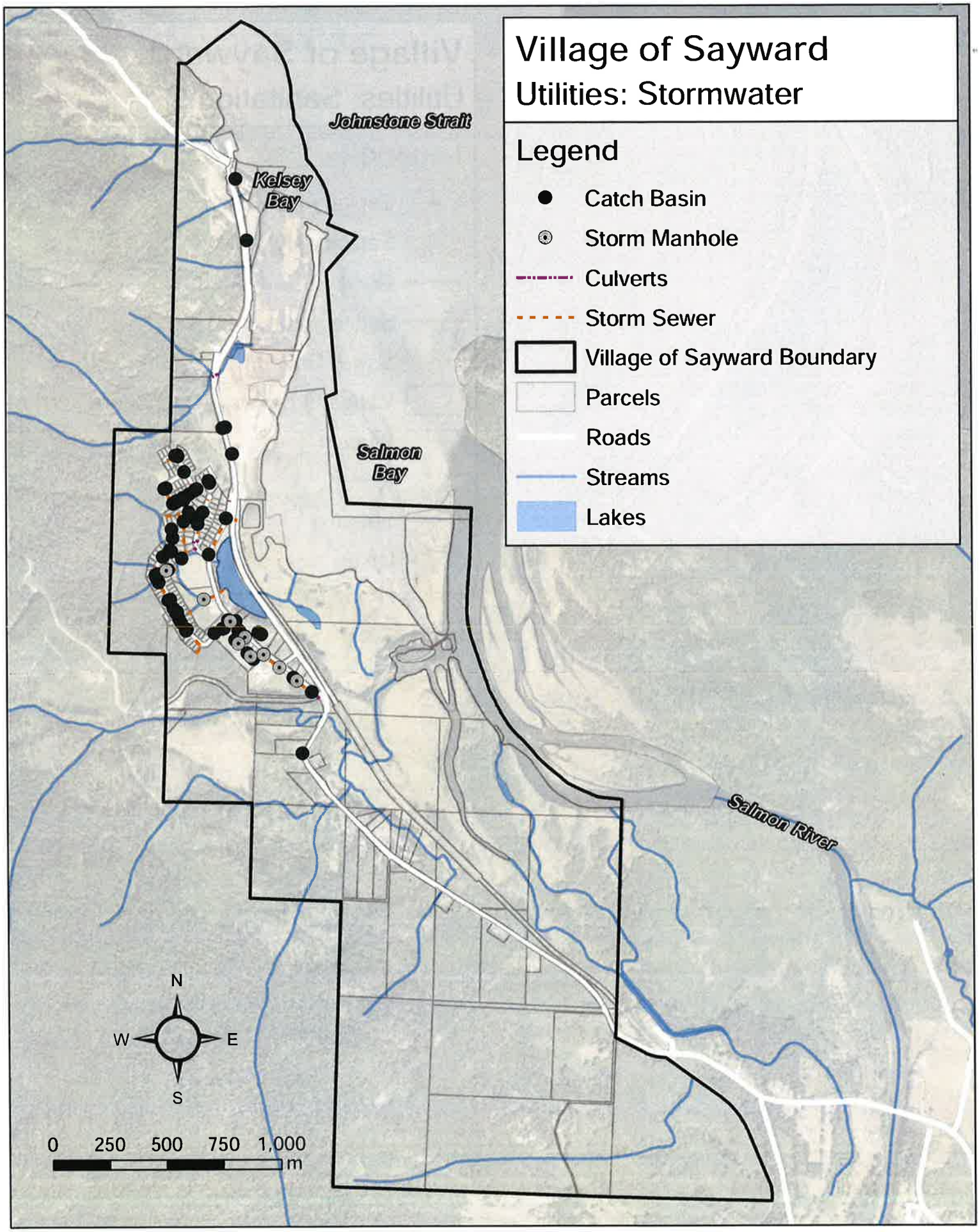

Village of Sayward
Utilities: Water C
Legend
Water Point Types
Hydrant
Misc
Valve
Watermain
Hydrant Leads
Village of Sayward Boundary
Parcels
Roads
Streams
Lakes
East Newcastle Creek
N
W
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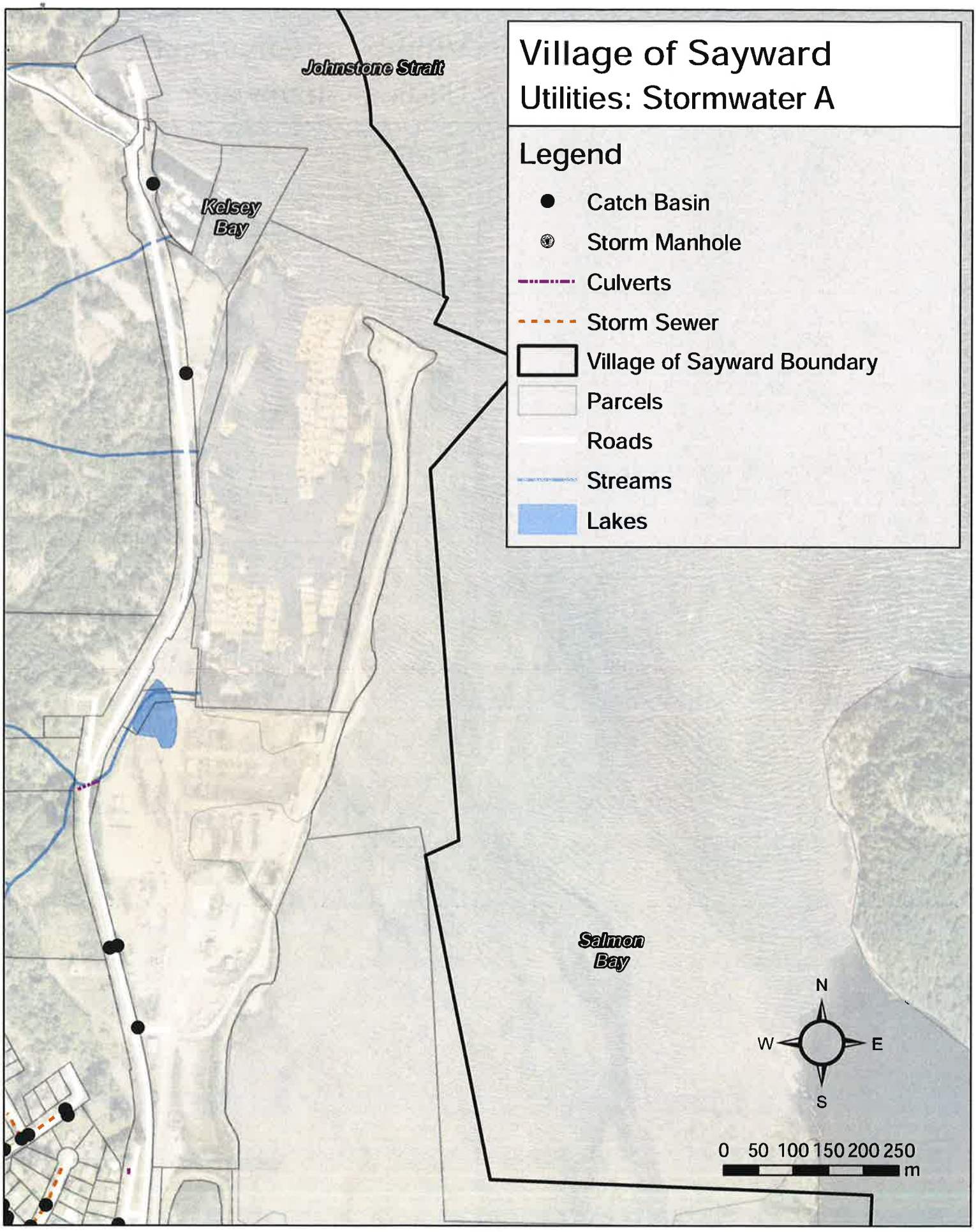

Village of Sayward
Utilities: Sanitation
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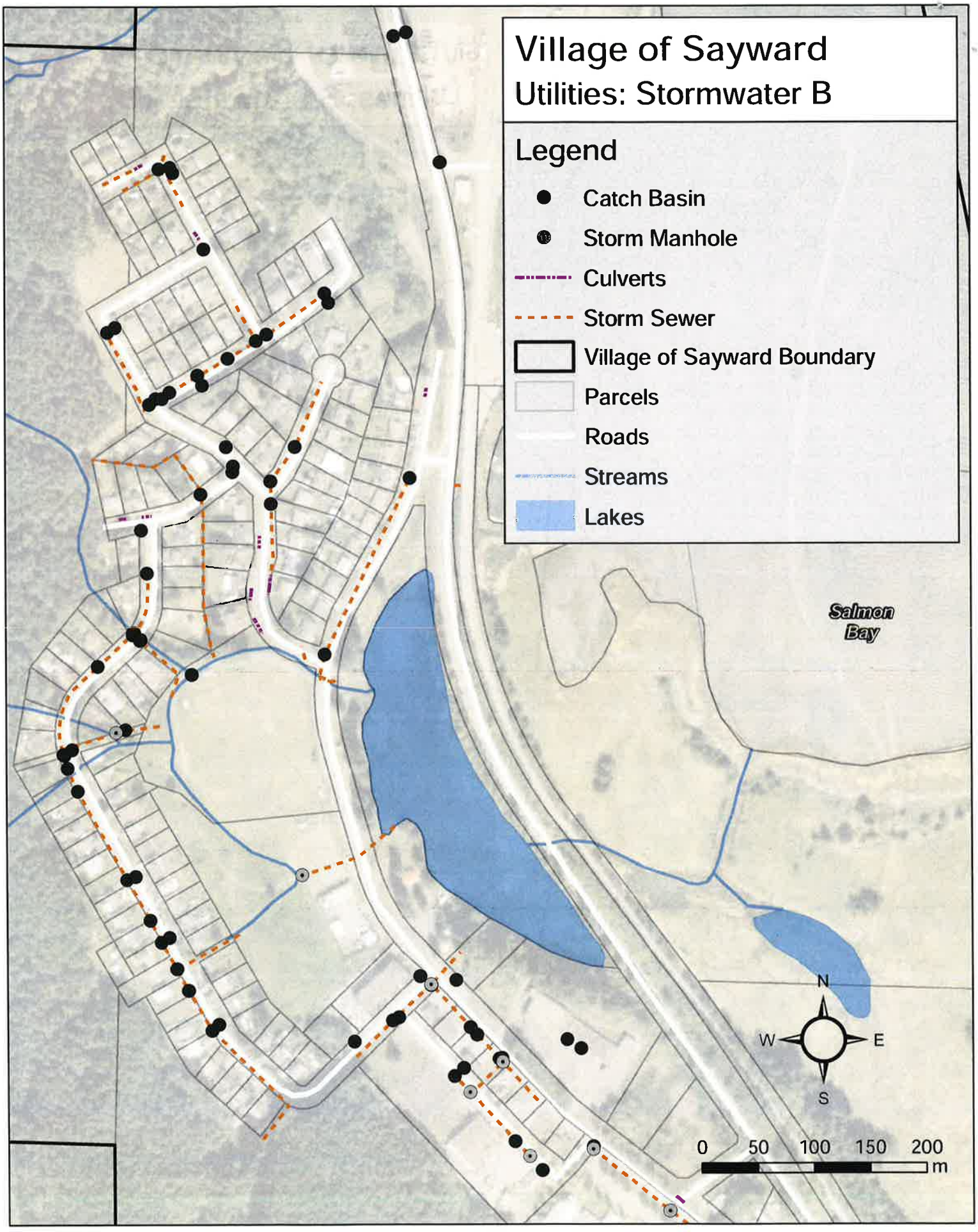

Village of Sayward
Utilities: Sanitation A
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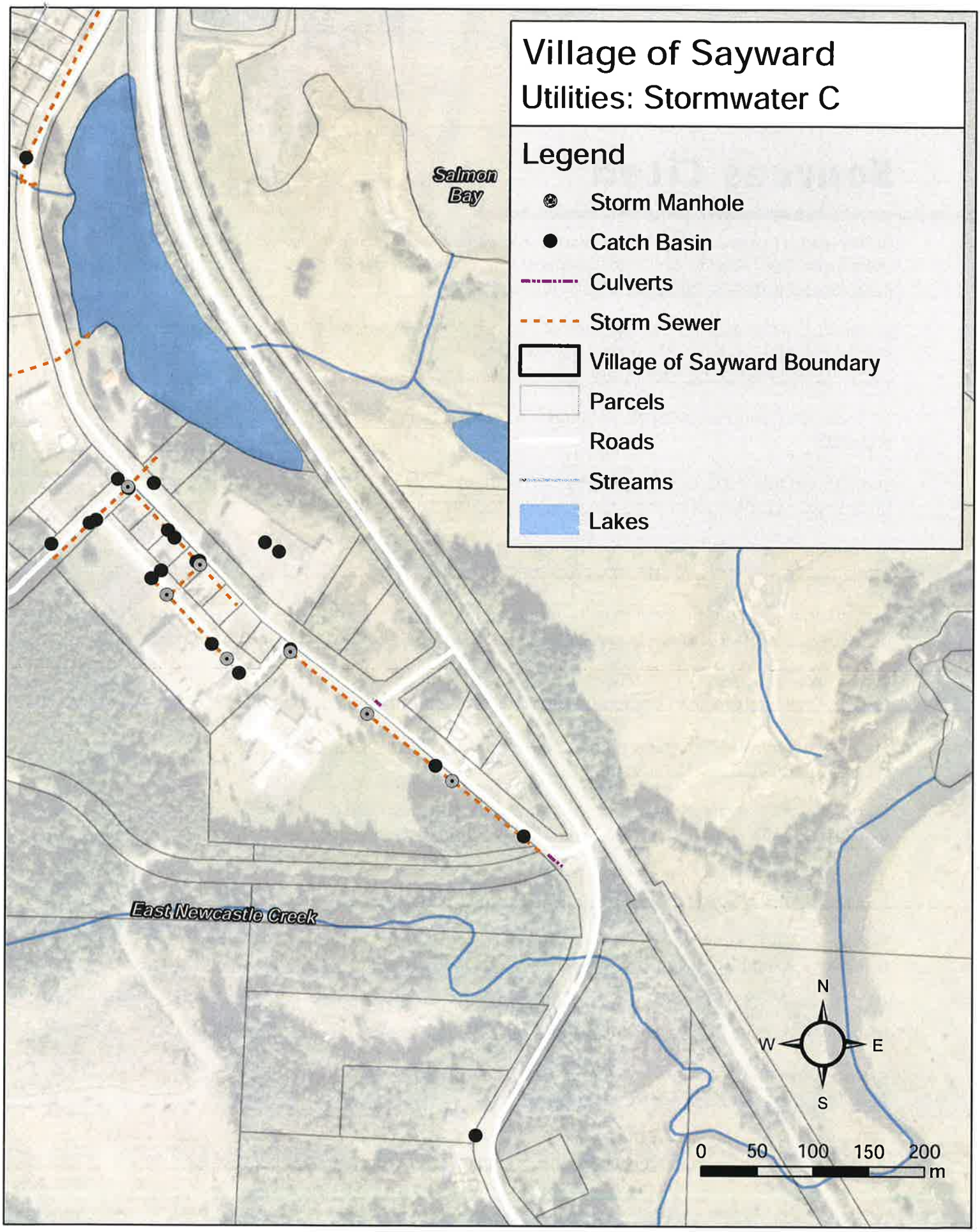

Village of Sayward
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Village of Sayward
Utilities: Sanitation C
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Sanitary Lift Station
Sanitary Manhole
Gravity Sewer
Sanitary Forcemains
Sewer Outfall
Village of Sayward Boundary
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Village of Sayward
Utilities: Stormwater
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Catch Basin
Storm Manhole
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Storm Sewer
Village of Sayward Boundary
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Village of Sayward
Utilities: Stormwater A
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Village of Sayward
Utilities: Stormwater B
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Spatial Data Reference

Mapping Credit

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STAFF REPORT

For: Mayor and Council
Prepared by: Lisa Clark CFO/CO
Subject: **Appointment of CAO and Authorization of Signing Authorities**
Meeting date: January 24, 2023

DISCUSSION

In accordance with Bylaw No. 488, 2022 Council is required to appoint Officers by resolution. With the hiring of a new CAO and the change of Deputy Mayor a new authorization for signing authorities is also necessary.

STAFF RECOMMENDATIONS

THAT Mr. Keir Gervais be appointed as Chief Administrative Officer for the Village of Sayward effective January 16, 2023; and,

THAT Council authorizes Mayor Mark Baker, Deputy Mayor Tom Tinsley, Chief Administrative Officer Keir Gervais, and Chief Financial Officer Lisa Clark to be the signing authorities respecting municipal financial matters for the Village of Sayward.

Respectively submitted,

Lisa Clark, CFO/CO

STAFF REPORT

For: Mayor and Council
Prepared by: John France Acting CAO
Subject: **Campground Rental Space CAO 2023**
Meeting date: January 24, 2023

BACKGROUND

Council has agreed to certain terms of employment with the new CAO. As the rate for a campground space is different than the bylaw approved rates, a resolution of Council is required.

DISCUSSION

The rate agreed by Council as part of the contract negotiations is the same as currently charged to the Health Clinic nurse, $350/month.

RECOMMENDATIONS

THAT Council receive the Campground Rental Space CAO 2023 report; and,

THAT Council approves the monthly campground rate of $350 for the CAO for 12 months ending January 31, 2024 after which time the rate will be reviewed by Council.

Respectively submitted,

John France
Acting CAO

STAFF REPORT

For: Mayor and Council
Prepared by: John France, Acting CAO
Subject: **Green and Inclusive Community Building (GICB) Grant Application 2023 Report**
Meeting date: January 24, 2023

BACKGROUND

The Green and Inclusive Community Building (GICB) program is provided directly by Infrastructure Canada and is designed to improve the availability and condition of community buildings including recreation centres. *"The program aims to build and adapt community buildings to reduce carbon emissions and to encourage best practices regarding GHG mitigation measures and building design for climate change resilience."*

DISCUSSION

Staff propose that an application be made to GICB to fund the extensive repairs and upgrades for the Kelsey Centre identified in the Asset Management Plan and the mechanical/electrical assessments completed by Rocky Point Engineering in 2019. Staff estimate the repairs/upgrades will cost in the $900K range but this is a very rough estimate. The funding is limited to 80% of the project and Staff will have to assess ways and means to identify additional revenue sources. Three sources have already been identified. First, the works will require a shut down of the facility for a period (to be determined) and this shut down will save some operational funding. Second, Staff suggest a dialogue with the Area Director be commenced as soon as possible to ask for a contribution. This is reasonable given that 60% of users reside outside the village boundaries. Third, Council may consider using the Local Government Climate Action Program funding ($43,000 this year) received each year.

The application is complex, and Staff will need help in putting it together. Attached is a proposal from Urban Systems for $7,000 to complete the application process.

RECOMMENDATIONS

THAT Council receive the Green and Inclusive Community Building (GICB) Grant Application 2023 Report; and,

THAT Council directs Staff to contract with Urban Systems to complete the application for $7,000 plus disbursements; and,

THAT Staff is directed to submit the application to Infrastructure Canada.

Respectively submitted,

_____

John France
Acting CAO

Attachments:

- **Urban Systems memo**

URBAN SYSTEMS MEMORANDUM

DATE: January 11, 2023
TO: John France, Acting Chief Administrative Officer and Lisa Clark, Chief Financial Officer and Corporate Officer
FROM: Sydney Rankmore, Community Planner
FILE: 2906.0000.00
SUBJECT: Green and Inclusive Community Buildings Funding Application – Kelsey Recreation Centre

1.0 INTRODUCTION

Urban Systems has prepared a memo to outline the merits of pursing a funding application for the Green and Inclusive Community Buildings (GICB) program to support funding for retrofits for the Kelsey Recreation Centre located in the Village of Sayward.

1.1 KELSEY RECREATION CENTRE

The Kelsey Recreation Centre was constructed in 1974 and the original equipment is now 45 years old. Based on recommendations outlined in the Kelsey Recreation Centre/Municipal Hall Mechanical Assessment Report prepared by Rocky Point Engineering Ltd. Report in 2019, several retrofits and upgrades are required to bring the facility up to current codes and standards and maintain the facility for future use. The report outlines that original operating equipment will need to be replaced, Accessibility of the facility has also been noted as a shortcoming, with limited accessibility of the washroom and changeroom facilities.

Along with the mechanical and accessibility upgrades, there is the opportunity to upgrade the propane heating system to a more energy-efficient systemIn addition, the Village has shared that heating and energy costs in the building are significant and could likely be reduced should efficiency upgrades be completed. Along with the mechanical and accessibility upgrades, there is the opportunity to upgrade the propane heating and HVAC system to a more energy-efficient system.

The Village has also expressed an interest in upgrading / expanding the solar hot water system on the roof. The estimated energy savings resulting from these retrofits, along with the identification of additional efficiency retrofits which should be completed, should be confirmed through the completion of an energy audit for the building.

1.2 PROPOSED FUNDING

The Green and Inclusive Community Building Program (GICB) has been identified as a possible funding stream to support these mechanical, accessibility, and efficiency upgrades. The GICB Program is a national merit-based program with the objective of improving the availability and condition of community buildings, including recreation centers in Canadian communities. The program supports retrofits, repairs, or upgrades of existing publicly accessible community buildings.

The program aims to build and adapt community buildings to reduce carbon emissions and to encourage best practices regarding GHG mitigation measures and building design for climate change resilience.

2.0 FUNDING GUIDELINES

Funding under the GICB Program is provided directly by Infrastructure Canada to recipients at the local community level.

The Village is considered an eligible applicant for the retrofitting of the Kelsey Recreation Centre. See Section 2.2 to identify which retrofit measures are eligible for funding. Based on project budget, the GICB program will provide funding up to 80% of the project's eligible retrofits. The Kelsey Centre may be eligible under the Continuous Intake Stream for Medium Retrofit Projects. Exact cost estimates for the upgrades will be provided as part of the application process. **We recommend coordinating with the Strathcona Regional District to cover the Village's contributions, should funding be successful.**

2.1 FUNDING CRITERIA

Retrofit projects that meet all mandatory eligibility criteria are evaluated based on the strength of the application and will receive a merit score in relation to the following criteria:

- Located in and demonstrate the ability to serve one or more communities with high needs
- Increased accessibility
- GHG reductions
- Energy savings
- Climate resiliency and adoption of best practices
- Confidence in delivery/risk

2.2 ELIGIBLE FACILITY UPGRADES

2.2.1 Energy Efficiency

To be eligible for funding consideration, all retrofit projects are encouraged to achieve at least 25% in energy efficiency improvements compared to the building's baseline energy consumption. Projects with greater energy efficiency improvements and that demonstrate the ability to achieve greater GHG emission reductions relative to the buildings baseline will receive a higher score and are more likely to be selected for funding.

Examples of retrofit measures can include but are not limited to:

- Replacing window glazing
- HVAC upgrades
- Solar PV array
- Adding or rearranging windows to increase interior sunlight

2.2.2 Accessibility

Retrofit measures that increase an eligible building's accessibility and/or safety are eligible for funding under the Program, as long as the project *also* meets the green retrofit measures criteria.

Accessibility measures within retrofits or renovations can include, but are not limited to the following:

- Wheelchair ramps for accessibility
- Automated doorways
- Assistive listening and communication enhancement technologies

2.2.3 Other

Eligible costs are those considered by Infrastructure Canada to be direct and necessary for the successful implementation of an eligible project. For instance, fees paid to energy advisors to perform an energy audit are considered to be eligible for funding.

2.3 APPLICATION REQUIREMENTS

To create a competitive application, the following measures are required:

- Building structural information
- Energy usage profile
- GHG emissions calculations using the RETScreen® Expert Software (See Section 2.3.1 below). A 25% reduction in estimated annual GHG emissions is required to be eligible for funding.

Although they are not required with the submission, it is recommended that where possible, the following items be included with the application to strengthen the submission.

- Contractor quotes for desired efficiency and accessibility upgrades
- Results of recently completed building energy audit
- Letters of support from community and/or regional staff and leadership

2.3.1 Retscreen®

RETScreen® is a software program developed by Natural Resources Canada (NRCan) and works as a comprehensive 'decision support tool' for energy efficiency, renewable energy and cogeneration project feasibility analysis, as well as ongoing energy performance analysis.

A completed RETScreen® Assessment provides an overview of a building's current or baseline energy consumption, fuel consumption, energy cost savings, GHG emissions reductions, and the financial viability and risk analysis of a proposed project.

As noted above, a completed RETScreen® Assessment is required to be submitted alongside the application.

2.4 ALTERNATIVE FUNDING SOURCES

The GICB funding program supports up to 80% of the project's eligible retrofit costs. The remaining 20% of project costs can be sourced from alternative funding sources, such as own-source revenues or other funding programs.

It is suggested that the Village could utilize a portion of their Local Government Climate Action Program (LGCAP) funding to cover these costs. We understand that the Village was eligible to receive approximately $40,000 from the LGCAP and will be eligible for additional funds in the future. These funds can be carried over from year to year for larger projects, such as this retrofit project, to pay for higher project costs.

3.0 DEADLINE

Applications will be accepted online on a continuous basis until February 28, 2023, at 15:00 (Eastern Time) through Infrastructure Canada's online and accessible application portal. The project must be implemented no later than March 31, 2026. Should the Village wish to proceed with the preparation of the application, Urban Systems will

work to develop a complete draft of the application no later than February 24th, 2023, for staff review and comment prior to submission.

4.0 URBAN SYSTEMS

Urban Systems has completed several applications through the GICB funding stream for the 2021 and continuous intake steams with a good success rate for retrofit projects. Using our existing knowledge of the community and the Kelsey Recreation Centre, we are well positioned to assist the Village in the preparation of a funding application.

4.1 PROJECT TEAM

Sydney Rankmore – Community Planner and Client Lead

Sydney has been working with the Village of Sayward since early 2021 on a number of important initiatives. She has developed a good understanding of not only staff and Council priorities but community values. She will utilize this context when preparing the GICB application.

Kailee Mortimer – Community Energy Consultant

Kailee is a consultant with Urban Systems' Community Energy Practice. She has supported numerous communities in preparing GICB retrofit applications, along with applications to various funding programs to support communities in achieving their energy-related objectives. Kailee will support the project team with the development of the application, drawing on previous experience of preparing other GICB retrofit applications.

Steven Olson – Project Engineer

Steven is a project engineer in the Courtenay office. He is currently assisting the Village of Sayward on a number of important projects including the Asset Management Program update and the Sayward Campground upgrade. Steven will support the project team with technical tasks as required.

4.2 FEES

Based on previous applications, we expect the cost estimate to prepare the application to be $7,000 (not including tax or disbursements). As previously noted, a draft of the complete application package will be prepared by February 24th to allow for time for the Village of Sayward staff to review and comment prior to the February 28th application deadline.

Sincerely,

URBAN SYSTEMS LTD.

Sydney Rankmore, MCRP
Community Planner

cc: Kailee Mortimer, Urban Systems

STAFF REPORT

For: Mayor and Council
Prepared by: John France, Acting CAO
Subject: **Regional Grant Opportunity – UBCM Emergency Operation Centre**
Meeting date: January 24, 2023

BACKGROUND

To consider a regional grant application to the Community Emergency Preparedness Fund 2023 Emergency Operation Centre (EOC) program from the Union of BC Municipalities (UBCM). This application would be in partnership with the Strathcona Regional District and other municipal and First Nation entities. The grant would be used to subsidize 50% of the cost of installing a generator at Firehall #1 and building the capacity of Sayward's Emergency Drone Program.

DISCUSSION

The intent of this funding stream is to support eligible applicants to build local capacity through the purchase of equipment and supplies required to maintain or improve an EOC and to enhance EOC capacity through training and exercises. Eligible applicants can submit one application per intake, or as a partnering applicant in a regional application. It is proposed that the Strathcona Regional District will be the primary applicant in a regional application with the Village of Sayward as a partner applicant. The deadline submission for this grant is March 31, 2023. The Emergency Operations Centres & Training funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of $30,000. In order to be considered as a partner, the Village of Sayward is required to submit a Council Resolution that clearly states that they authorize the Strathcona Regional District to provide overall grant management.

Item	Cost
Generator for Firehall #1	$25,000
Advanced Drone Pilot Training for 4 people	$5,000
Total	**$30,000**

Table 1: Proposed grant budget

RECOMMENDATIONS

THAT the report from the Chief Administrative Officer be received, and;

THAT as part of the Village of Sayward's ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2023 Emergency Operation Centre grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District (SRD), and;

THAT the Village of Sayward agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

Written by:	Tom Tinsley -	Emergency Program Coordinator
	Shaun Koopman -	Protective Services Coordinator
	Frank Morgan -	Fire Chief

Respectfully submitted,

_____

John France, Acting CAO

STAFF REPORT

For: Mayor and Council
Prepared by: John France, Acting CAO
Subject: **Island Coastal Economic Trust (ICET) Campground Application 2023**
Meeting date: January 24, 2023

BACKGROUND

Council has previously agreed to apply for a grant under the Rural Economic Diversification and infrastructure Program (REDIP) to fund 80% of a planned $1.2M campground improvement project. The ICET application discussed in this report is to fund the remaining 20%.

Staff has provided some history on ICET below, from their site:

"Created and capitalized by the Province of British Columbia in 2006, the Island Coastal Economic Trust has been at the forefront of economic diversification, planning and regional revitalization in the Vancouver Island and Sunshine Coast region.

Independently governed by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials, MLAs and appointees from the Island and Coast, this exceptional team of leaders collaborate to set regional priorities and build vital multi-regional networks.

Through a community centered decision-making process, funds are invested in a wide range of economic development and community building initiatives.

To date, over $55 million in funding has been approved to support more than 280 projects resulting in total regional investments of more than $300 million, creating an estimated 2600 construction phase jobs and 2750 long-term permanent jobs".

In early 2018, the Province of British Columbia provided a new funding infusion of $10 million to enable ICET to pursue its work in the region and support the development of a robust technology and innovation sector."

https://www.islandcoastaltrust.ca/about-us

DISCUSSION

Staff propose that an application be made to ICET to complete the funding required by the project under the Capital and Innovation Program. The grant is non-repayable and may be matched to other grant sources. The deadline for the applications is February 17.

Staff have asked Urban Systems to assist in preparing the grant. Given Urban Systems has already helped prepare the REDIP grant, Staff suggest as they are familiar with the project, they are a good fit to complete this application as well. The cost is $1,200.

RECOMMENDATIONS

THAT Council receive the Island Coastal Economic Trust (ICET) Campground Application 2023 report; and,

THAT Council directs Staff to apply for an ICET grant and approves the contracting of Urban Systems to help complete the application for $1,200.

Respectively submitted,

_____

John France
Acting CAO

STAFF REPORT

For: Mayor and Council
Prepared by: John France, Acting CAO
Subject: **Parcel Tax and DCC Report 2023**
Meeting date: January 24, 2023

BACKGROUND

In preparation for budget discussions and to provide Council with information on new revenue streams, Staff are suggesting Council consider the imposition of Parcel Taxes and Development Cost Charges. Staff have included information from the BC government website on both these streams below.

Parcel taxes

Parcels taxes are local government taxes levied on the unit, frontage, or area of a property. Parcel taxes are distinct and separate from the property value taxes, which are levied on the assessed value of a property.

A parcel is a designated area of land (i.e. a lot registered with the Land Title Survey Authority, or a folio from the property assessment roll) that does not include a highway. For example, a residential land lot and the home on that lot may represent one parcel.
A parcel tax may be imposed on the basis of a single amount for each parcel (unit), the taxable area of a parcel, or the taxable linear frontage of the parcel. Local governments cannot use parcel taxes to recover costs for general administration.

Application of parcel tax

A parcel tax may only be levied on properties that are currently receiving (or have a reasonable opportunity to receive) a specific service.

For example, if a water (or sewer) line affronts a property and the property is not connected to that line, that property may still be liable to pay a water parcel tax because it has the opportunity to connect. This may also apply even if there this no water line and there is a firm plan to build a water line within a reasonable timeframe. If that property cannot be serviced by the water line, the parcel tax must not be levied on that property.

Normally, a parcel tax is levied in conjunction with a user-fee. For example, a local government will often recover the fixed capital costs (for infrastructure) through a parcel tax and the operating costs through a user-fee (e.g. water metre charge).

Bylaw requirements

The bylaws required to establish a parcel tax must identify the service (for example, water), state the basis of the tax (unit, frontage or area), and specify the years for which the tax is imposed. In addition, if the basis for taxation is frontage or area, the bylaw must establish how the taxable area or the taxable frontage of a given property is determined.

Parcel taxes are generally used to pay for capital projects and capital reserve contributions within the financial plan. *If the parcel tax is used for the debt borrowing for a specific project, a parcel tax bylaw may waive or reduce the parcel tax, if an owner of a parcel has paid towards the cost of the service on terms and conditions specified in the bylaw. This allows municipalities to give property owners an opportunity to avoid interest costs by paying their portion of the cost of a capital project up-front. This is also known as commutation. Commutation reduces the total amount that a local government needs to borrow. If the amount paid is the total share of a capital project cost for an associated property, parcel tax is not payable for that property over the life of the borrowing.*

Local Government borrowing

It's recommended that commutation only be offered prior to requesting long-term debt as lump sum payments accepted by a local government after long-term debt has been issued cannot be used to partially pay down long-term borrowing. If commutation payments are permitted after long-term debt is issued, the local government may invest the funds in an attempt to offset the interest costs of the debt.

Parcel tax roll

As the basis of levying a parcel tax, a local government must create a parcel tax roll. The roll lists the parcels to be taxed, including the name and address of the owners (or holder of a registered charge) of each parcel. Once prepared by the local government, the parcel tax roll must be available for public inspection. If requested by an owner, the local government must omit or obscure the address, or other information about the owner, in order to protect their privacy or security.

Parcel tax review panel

A municipal council must establish a review panel to consider any complaints about the roll and to authenticate it. A person may make a complaint to the review panel regarding an error or omission concerning:

A name or address on the roll

The inclusion of a parcel on the roll

The taxable area or frontage of a parcel on the roll

A tax exemption being improperly allowed or disallowed on the roll.

The local government tax collector must send each owner a notice of the date for the sitting of the review panel.

Development cost charges

Municipalities and regional districts levy development cost charges on new development to pay for new or expanded infrastructure such as sewer, water, drainage, parks and roads necessary to adequately service the demands of that new development.

Establishing development cost charges
Development cost charges are established by bylaw with the approval of the Inspector of Municipalities. The development cost charge bylaw may establish charges over the entire local government or just a portion of it. Updating a development cost charge bylaw every five years will generally keep the estimates of new development and infrastructure costs current.

Calculating and applying development cost charges
Development cost charges are calculated separately for each category of infrastructure: water, sewer, drainage, parks, and roads.

The amount of a development cost charge for each infrastructure category is determined by dividing the expected infrastructure costs (required to service new development over the development cost charge timeframe) by number of new development units that will be served.

Separate development cost charges may be established for different classes of development, for example, residential, commercial, industrial and institutional developments. Charges may then be collected from developers either at the time of subdivision approval or at the issuance of a building permit.

Development cost charge reserve funds
Once levied and collected, the development cost charges must be deposited into separate water, sewer, drainage, parks and roads DCC reserve funds. These reserve funds may only be used for capital costs relating to an approved development cost charge bylaw. Any interest earned from investments in the reserve funds must be used for eligible development cost charge projects.

Exemptions, waivers and reductions
All development within the geographic area of a development cost charge bylaw is liable for the charge unless exempted by statute. Such exemptions include places of worship and certain types of residential developments.

Local governments may also choose to waive or reduce charges for certain types of development, including not-for-profit rental housing, supportive living housing and for-profit affordable rental housing.

DISCUSSION

Both these methods will not provide a final solution to revenue resource shortfalls but will/may (PT's will and DCC's may) help in attracting some much-needed revenues. A thorough review is needed to determine the methods and extent of possible revenues.

Parcel taxes

Staff believe parcel taxes are the most practical option as there are properties within the village that receive the benefit of water and sewer lines running by their properties but pay nothing to support water and sewer services. The tax may be by parcel or by frontage, both options

should be analysed for both revenues and the administrative costs of the service. For both options, the tax would attract (subject to Council final approval) larger amounts for larger properties and properties with larger frontages. This of course depends on whether the property is subdividable.

Staff have asked Urban Systems for a work plan to assist in the analysis of revenues and administrative requirements of a parcel tax (frontage and/or parcel). The work plan has been received but needs further refinement before bringing it back to Council (if so directed by Council).

Development Cost Charges (DCC)

The Village has several subdivision applications currently in process which would have attracted DCC's had there been a DCC bylaw in place prior to their applications being made. DCC's are widely used and do benefit local governments but care must be taken to charge the right amount. DCC's that are too high may limit development. Another point to consider is: does the amount of subdividable land within the village warrant the expenditure of funds to create the DCC infrastructure? Urban Systems has suggested it may cost as much as $50,000 to do the DCC groundwork, although Staff believe it would be considerably less given our size. The revenue stream from this option is tied directly to Council's expectations on development with Sayward.

RECOMMENDATIONS

THAT Council receive the Parcel Tax and DCC Report 2023 Report; and,

THAT Staff be directed to bring back a report on the cost to analyze a Parcel Tax for both revenue estimates and administrative support details.

Respectively submitted,

_____

John France
Acting CAO

STAFF REPORT

To: Mayor and Council
From: Lisa Clark, CFO/CO
Subject: **Code of Conduct Bylaw**
Meeting date: January 24, 2023

BACKGROUND

At the January 3, 2023 regular council meeting discussion was held on the legalities of section 8 (2) of the Code of Conduct bylaw which reads as follows:

Meeting Preparations

8. (1) *Council* shall prepare themselves for meetings, listen courteously and attentively to all discussions before the body, and focus on the business at hand.
(2) *Council* must not attend meetings under the influence of cannabis, alcohol or other controlled substances, where those substances can affect the decision-making process.
(3) Cellular phones should be turned off during meetings, however if an urgent matter requires that a *Council* member respond to an email or text message during the meeting, the cell phone shall be muted or kept in vibrate mode.

At this meeting, the following resolution was passed:

MOTION R23/7
MOVED AND SECONDED

THAT Council endorse recommendation C22/19 made by the Committee of the Whole; and,

THAT section 8(2) of the Code of Conduct bylaw be reviewed by legal counsel.

CARRIED

DISCUSSION

Staff have contacted legal counsel regarding this matter and have received some information and advice. It has been suggested that **IF** the bylaw effectively prohibited any use of cannabis for medical reason (it does not), there might be an issue under the BC Human Rights Code. Nonetheless, to make the bylaw clearer, counsel has suggested the following changes to section 8 (2), if Council so desires:

(2) Members of Council must not attend a meeting if their consumption of alcohol, cannabis, or a controlled substance has impaired their ability to participate in the decision-making process.

If Council would like to move forward with this change to the bylaw an amendment bylaw will be prepared for Council and presented at the February 7, 2023 regular meeting for the first 3 readings.

STAFF RECOMMENDATIONS

THAT Council receive the Code of Conduct Bylaw report for information and discussion, and;

THAT the suggested wording from legal counsel be accepted, and;

THAT a Code of Conduct amendment bylaw be prepared for the February 7, 2023 regular council meeting.

Respectfully submitted,

_____

Lisa Clark, CFO/CO

STAFF REPORT

For: Mayor and Council
Prepared by: John France, Acting CAO
Subject: **Housing Needs Report December 2022**
Meeting date: January 24, 2023

BACKGROUND

Council entered a contract with Urban Systems (US) to review and update Bylaw No. 308, Village of Sayward Official Community Plan (OCP) in February 2021. The Housing Needs Report (HNR) was completed by Vancouver Island University, and it provides support to the OCP, and the relevant information from this report has been included in the OCP.

DISCUSSION

The HNR is for discussion and approval. The HNR provides some useful and serious observations on housing in Sayward and highlights data on the high unaffordability rates especially given our population demographics. It also provides recommendations on how Council can address these issues including encouraging the building of more rental units, partnering with not for profits to create affordable housing units and finally, encouraging residents to improve the livability and energy efficiency of their homes.

RECOMMENDATIONS

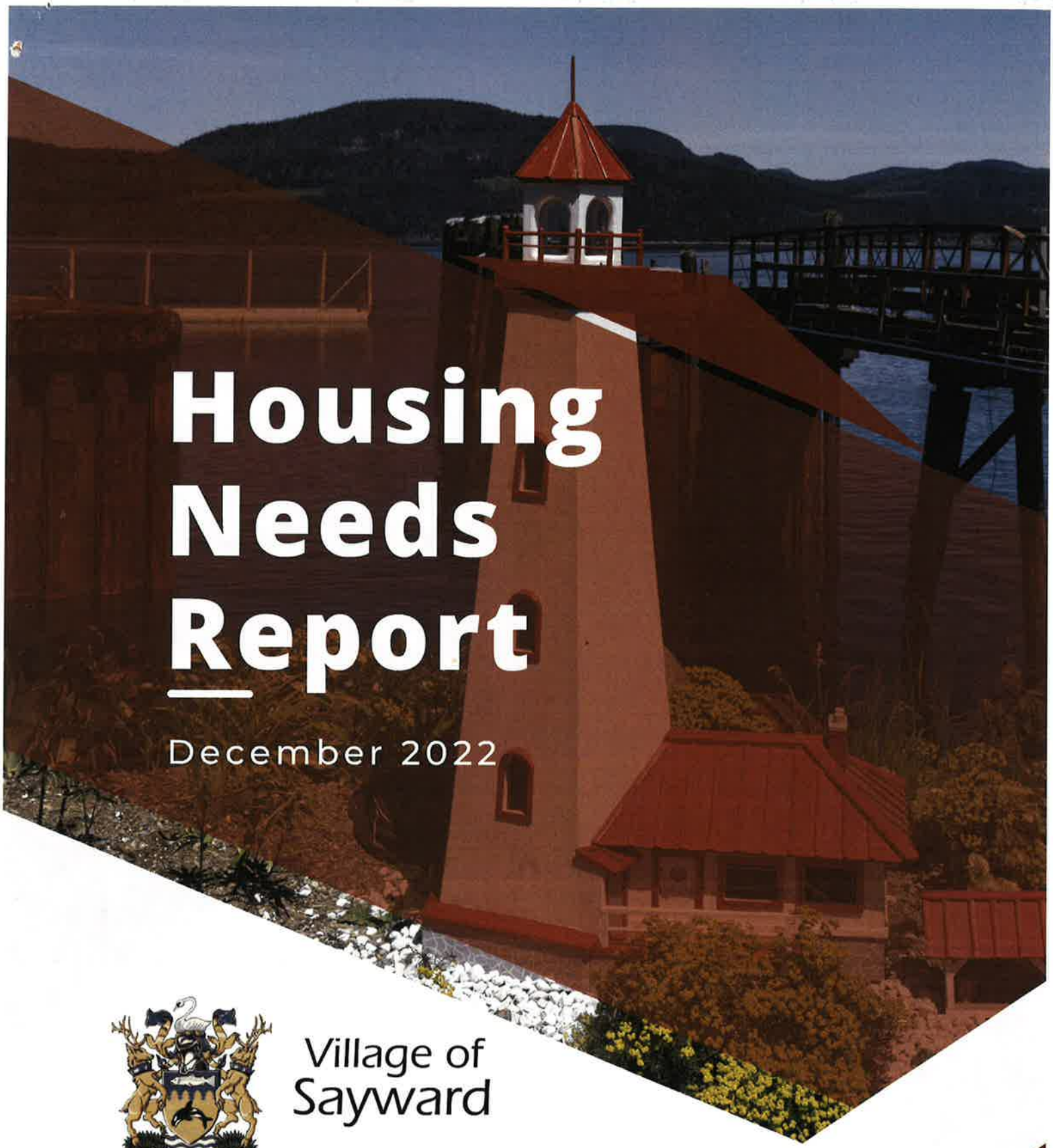
THAT Council receive, discuss, and approve the Housing Needs Report December 2022.

Respectively submitted,

John France
Acting CAO

Attachments:

- **Housing Needs Report 2022**



Housing Needs Report

December 2022

Village of Sayward

Prepared by the Mount Arrowsmith Biosphere Region Research Institute

Acknowledgements

We respectfully acknowledge the location of the Village of Sayward in the unceded Traditional Territory of the K'ómoks, We Wai Kai and Wei Wai Kum First Nations, the traditional keepers of the land.

This report was developed by the Mount Arrowsmith Biosphere Region Research Institute (MABRRI), an entity of Vancouver Island University (VIU), with assistance from the Village of Sayward staff and Urban Systems Ltd.

A special thanks to the community members who provided input for the creation of this report.

Cover Photo: Darryl Luscombe (Sointula, BC)
Email: darryl@luscombe.ca
Facebook: SointulArt

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Photo courtesy of the Village of Sayward

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Executive Summary

The Village of Sayward is a charming rural community that has seen recent growth after a period of population decline. This report assesses the current state of housing, determined through community engagement and data collection. It also looks forward, with projections on community growth and offers some recommendations for addressing housing needs in the Village.

These are the main housing needs which were identified:

- 29% of residents are in unaffordable housing (paying more than 30% of income). This is especially pronounced for renters. 66% of renters are in unaffordable housing, and 83% of renters are in core housing need (housing is unaffordable, inadequate, or unsuitable).
- The Village has an older population, with higher unemployment and lower incomes than the provincial average. There is high mobility (movement in and out of the Village) and few options to age-in-place, in housing that is supportive, accessible, and/or affordable.
- There is limited serviced land in the Village and, due to a history of population decline, the existing water and sewer infrastructure is in need of maintenance and repair.
- The housing stock itself is not diverse, being mostly single family homes with 3 or more bedrooms. Most housing was built between 1961-1980 and is now 40-60 years old, significant age for a dwelling.

Looking forward, there will likely be a need for 7 to 17 new housing units by 2027 (see page 27). There are four main recommendations for housing needs in the community, which are explained in more detail on page 64:

- Encourage the provision of rental units through purpose-built rental, new units with diverse rental opportunities, and the addition of rental units to already developed lots. Ensure rental is safe, appropriate, and affordable for residents.
- Partner with not-for-profit organizations and other levels of government to create supportive and affordable housing, especially for seniors and people with disabilities.
- Encourage compact development of diverse types and sizes of housing units in the area of the Village that is already serviced.
- Promote and educate about repairs and energy efficient upgrades to improve livability and energy costs for existing housing stock. Ensure an efficient permitting process that doesn't create a barrier to home improvements or additions (especially for rental units).

Introduction

Project Overview

The Village of Sayward has created this report with a commitment to understanding the current and future needs of the community around housing. As one of the fundamental human needs, awareness and planning in regard to housing is essential for a healthy and thriving community.

Local governments in British Columbia (BC) are now required to produce a housing needs report. This requirement came into effect in 2019 through legislation and regulations that include a specific set of requirements to be included in each housing needs report:

- Data collection: at least 50 distinct points of data
- Statements about key areas of local need, including affordable housing, rental housing, special needs housing, seniors housing, family housing, shelters, and housing for people at risk of homelessness
- The number of housing units required to meet current and anticipated housing needs for at least the next five years
- The number and percentage of households in core housing need and extreme core housing need

Furthermore, the local government must consider their most recent housing needs report when developing or amending their Official Community Plan (OCP) or Regional Growth Strategy (RGS). The legislation requires that this housing needs report be updated every 5 years, a practical timeline as this is the same frequency as the Canadian census, a source of many of the required data points. The report must be adopted at a council meeting that is open to the public and must be published on a website that is freely and publicly accessible.

The gaps and issues identified in a community's housing needs report are essential for informing other policies, such as housing action plans, OCPs and Zoning Bylaws. As housing affordability has proven to be a persistent challenge in BC, this report is one tool for identifying and prioritizing the housing that is most needed by the community.

The Housing Landscape

Three aspects of housing that are explored in this report are typology (building style), tenure (means of occupation) and affordability. An exploration of each is warranted as part of the introduction to the purpose and content of this report.

Typology

Building typology is essentially the classification of different kinds of structures. It is called "Type of Dwelling" and categorized by the following descriptors in the Canadian census:

- Single-detached house
- Semi-detached house
- Row house
- Apartment or flat in a duplex
- Apartment in a building that has fewer than five storeys
- Apartment in a building that has five or more storeys
- Other single-attached house
- Movable dwelling

The default building style in many BC municipalities has been the single-detached house (also known as single family housing), often in subdivisions, which has led to large areas of single-use zoning and car-oriented communities.

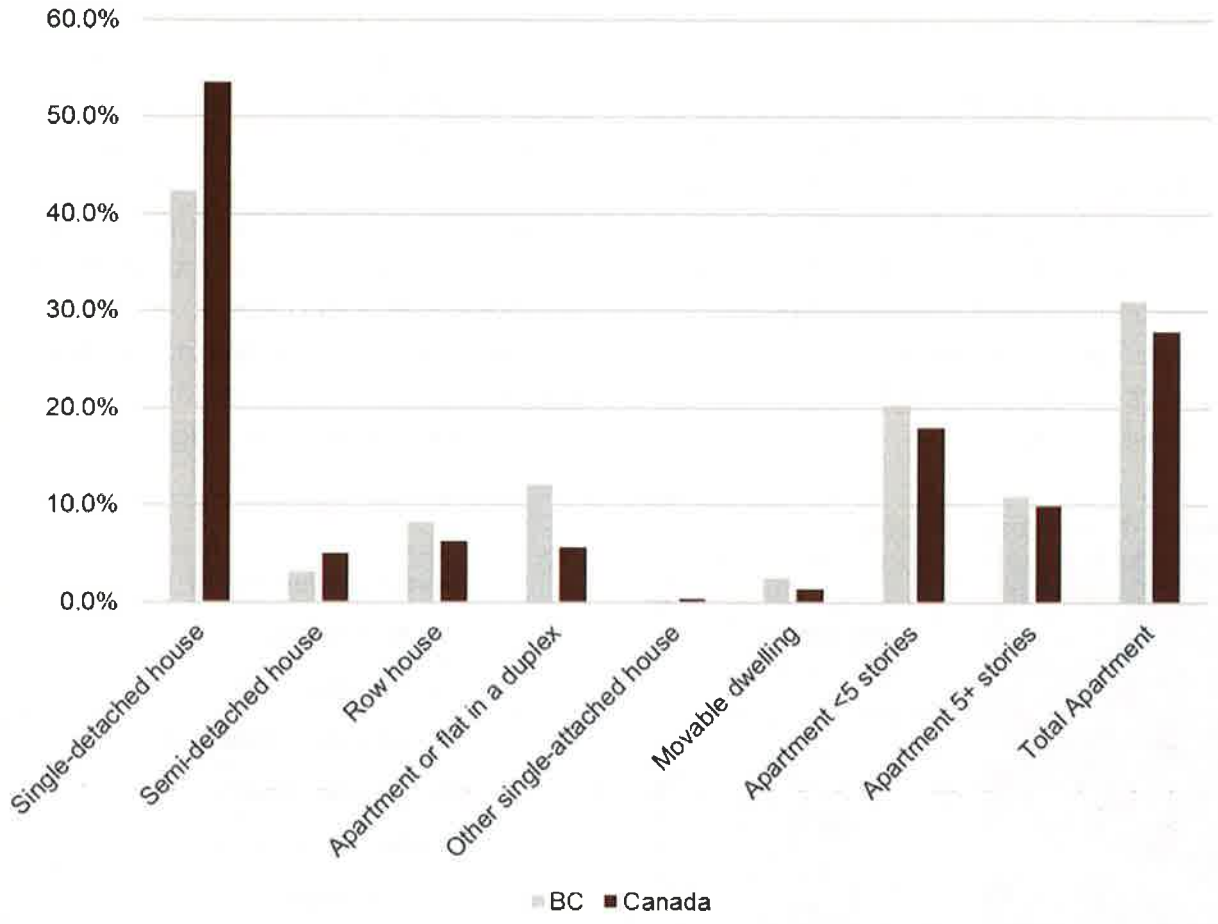
The second most common housing style has been apartments, as evidenced by provincial and federal 2021 census data in Figure 1.

The relative absence of alternative options such as duplexes, triplexes, rowhouses, townhouses, live-work spaces, laneway houses, small apartments, heritage infill, and others, has come to be referred to as the "Missing Middle" (Figure 2).

Something that is often missing from the missing middle itself is the recognition that many people are now living in movable dwellings like RVs, trailers and towable tiny homes. While some may be by choice, many have turned to this as the last option in their price range, in the face of the affordability crisis.

Increasing the diversity of housing within a community provides opportunities for a diversity of housing needs to be met. It can also provide opportunities for community members at different stages of their lives to find appropriate housing, from the young adult moving out on their own to the senior downsizing, from a family of 5 to a recent divorcee or single parent, and everyone in between.

Figure 1 Distribution of Dwelling Types (2021) Canada and BC



Statistics Canada (2022)

Figure 2 Missing Middle Housing Types



ECONorthwest (n.d.)

Tenure

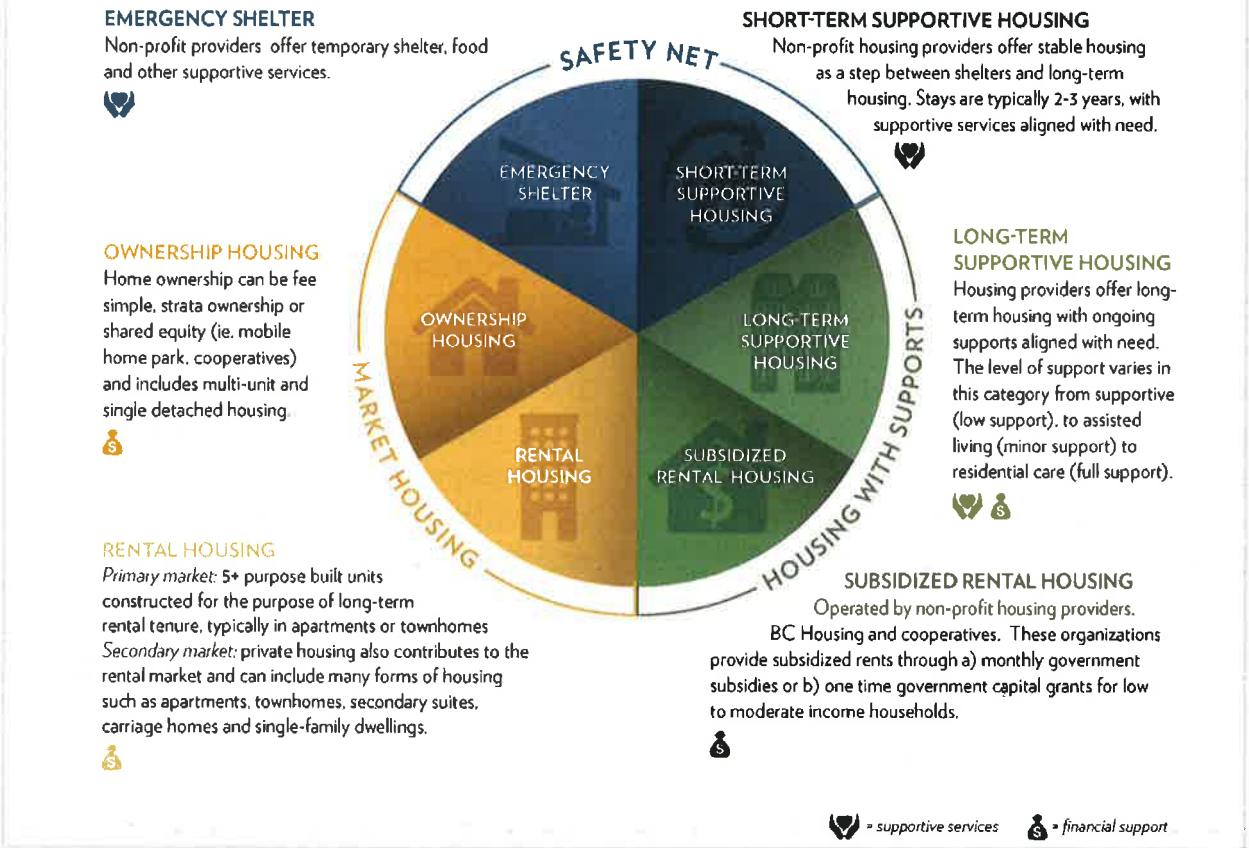
Tenure is simply the legal arrangement under which buildings or land are occupied (or held). Rental and ownership are the most commonly referenced, but there are other aspects and complexities to tenure. Table 1 shows many possible aspects to tenure, which is not an exhaustive list.

The City of Kelowna (2019) published their wheelhouse model of housing to imagine housing in a way that "promotes equity and inclusion, recognizing that our housing stock needs to reflect the diverse needs of... residents (socioeconomic, demographic) and that people may move around the wheelhouse throughout their lives" (Figure 3).

Table 1 Aspects of Tenure

Ownership	Fee-simple	Exclusive property rights
		Rent-to-Own
		Tenants-in-Common
	Strata	Condominiums/Townhouses
		Cooperative Housing
		Mobile Home Parks
		Others
Rental	Market	Unsupported
		Assisted Living
		Long Term Care
		Others
	Subsidized	Unsupported
		Assisted Living
		Long Term Care
		Others
	Supportive	Seniors Supportive Housing
		Transitional Housing
		Shelters
		Others

Figure 3 The Wheelhouse Model



City of Kelowna (2019)

Figure 4 The Housing Continuum



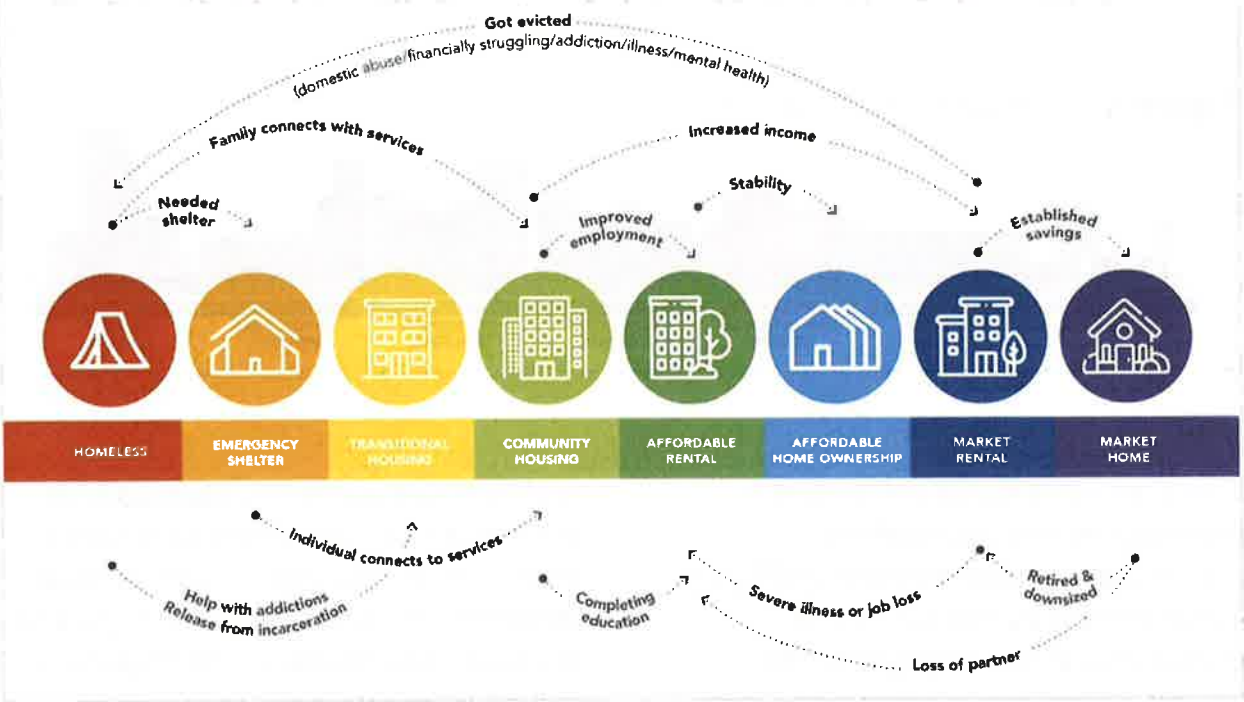
CMHC (2018)

This is an intentional reframing in response to the established continuum model of housing (Figure 4) which places market home ownership at the far right of the model, suggesting that it is the best or most desirable form of tenure. In reality, there are many aspects that contribute to what is the best tenure and form of housing for someone at different times in their lives (Figure 5). However, the housing continuum is still an internationally recognized model and provides a useful visual.

As of 2018, local governments in BC can zone for rental tenure. This can only be applied to multi-family residential and requires that the zoning bylaw define "residential rental tenure" as well as requiring the OCP to include statements and policies that provide sufficient direction around rental housing. This ability, enabled by the Local Government Act (LGA) is meant to be used with other available tools such as density bonusing and affordable housing covenants. How these powers are enacted will be unique to the context and needs of each community.

In November 2022, the provincial government also changed the tenure rules for strata owned properties. They are no longer allowed to restrict units to be owner occupied only, and must allow for the units to be rented out (with exceptions for 55+ residences with in-home care).

Figure 5 Potential reasons for moving within the housing continuum



United Way Halifax (2022)

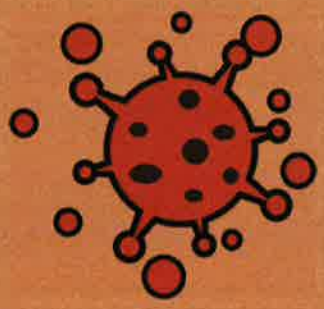
Affordability

The Canadian Mortgage and Housing Corporation (CMHC) defines affordable housing as costing less than 30% of a household's pre-tax income. Affordable housing is not necessarily subsidized rental, it can refer to any typology and tenure of housing provided it meets the affordability criteria for a household. It can be provided by the private sector (developers), public sector (governments), or not-for-profit sector. However, market housing often fails to meet affordability criteria, or other needs, for people with low to moderate incomes, disabilities, health challenges, or cultural considerations.

BC was experiencing an affordability crisis prior to the Covid-19 pandemic, which began to impact Canada in early 2020. The pandemic created significant instability in the housing market as well as the economy and individual incomes. The demand for homes, especially outside of urban centres, skyrocketed while the number of people listing their homes shrank (British Columbia Real Estate Association, 2021). This imbalance has led to dramatic increases in home prices, which were already unaffordable for many. The Bank of Canada has been raising interest rates throughout 2022 in an attempt to curb inflation, including the effect on home prices. Only time will tell what lasting effects the pandemic will have on affordability.



Covid-19 impacts on real estate market, graph by British Columbia Real Estate Association (BCREA) (2021).



Methodology

Projections

Two methods were used for estimating population change: a straight line projection and a proportional share of the BC Stats projections for the sub-area that the Village of Sayward is within. The projections are for 2027 and 2032, 5 and 10 years respectivelyfrom the writing of this report and release of 2021 census data

The straight line projection uses population figures from the last three censuses, 2011, 2016, and 2021, representing a 10-year span. The average population change (growth or decline) is then applied into the next 5 and 10 years. This is based on historical data.

The second method is based on a more rigorous demographic projection from BC Stats. BC Stats P.E.O.P.L.E. projections provides population projections for varying scales of geography across the province. It does not publish projections at the municipal scale for the Village of Sayward. The smallest sub-area containing Sayward is the Local Health Area (LHA) 432 Greater Campbell River and School District 72 (SD72) Campbell River, which overlap each other exactly. By assuming Sayward will continue to have a similar share to the last 10 years, projections can be assessed for 5 and 10 years into the future.

"A population projection is a forecast of future population growth. BC Stats applies the Component/Cohort-Survival method to project the population. This method "grows" the population from the latest base year estimate by forecasting births, deaths and migration by age. These forecasts are based on past trends modified to account for possible future changes and should be viewed as only one possible scenario of future population."

-Province of British Columbia (n.d.) *Population Projections*

Study Timeline

Work for this housing needs report was performed over a short period of time from August to December, 2022. Engagement included a pop-up and community survey. However, research by Urban Systems Ltd. for an OCP update also included preliminary questions on housing which informed the creation of this report.

The Age-Friendly Report (Village of Sayward 2022) also provides considerations for housing. The Strathcona Regional District (SRD) completed their Housing Needs Report in 2021. A summary of these will be summarized with the survey and pop-up feedback in the Community Engagement section (aee page 58).

Aug - Sept 2022	Aug 2022	Oct - Dec 2022	Nov -Dec 2022
Background Research	Pop-up Engagement	Survey Live - Online & Mailed Out	Data Collection & Analysis
			

Data Limitations

The majority of data used in this report is from Statistics Canada, BC Stats, CMHC, BC Assessment, and BC Housing.

Statistics Canada rounds to the nearest 5 on all census data, which is less relevant in a large community but more so in a small one such as the Village of Sayward. The data is still considered statistically significant, but there will be times that the rounded data does not add up perfectly. For example 6 + 7 = 13 would be rounded in the tables to 5 + 5 = 15. There are also instances of random rounding to the nearest 10, for the purpose of privacy and protecting individuals from being able to be identified (Statistics Canada, 2016). Much information from the long form census is collected using 25% sample data, since the long form version is not administered to all census takers. For these data points the "Total" based on the sample is often mismatched with the "Total" population of the comprehensive census. What is being tracked in those situations are the trends and comparisons to historical data and/or surrounding areas, which are also created with 25% sample data.

Some data was not available due to various reasons, most common of which is the small population size of the Village of Sayward. In these situations the table cell will show an "x". If the cell reads "n/a" this is because the category is not applicable to that cell. Some data is suppressed for privacy reasons, which is common for very small municipalities where the privacy requirements would be breached by releasing information that could be easily tied to an identifiable community member.

Recognizing all of the facts above, there are many external factors that could limit or influence the data used to create this report. There is also no way of knowing all the potential impacts and influences on housing trends that might come from outside of the municipal government's control or ability to predict.

Rather than a definitive record of housing conditions in the community, or an objective prediction of things to come, this report should be seen as a useful guide to inform planning decisions around housing in the future.

Sayward Context

Location and History

The Village of Sayward (the Village) is a small, rural municipality located on the East coast of Vancouver Island, BC. It is located at the mouth of the Salmon River, within the Sayward Valley. K'omoks First Nation members lived in this location prior to European colonial settlement, as well as decades after the arrival of early settlers.

"The people called K'ómoks today referred to themselves as Sahtloot, Sasitla, Ieeksun and Puntledge. They lived in Salmon River, Quinsam and Campbell Rivers, Quadra Island, Kye Bay, Comox Harbour and estuary, Baynes Sound, and many other locations throughout the territory" (K'omoks First Nation, n.d.).

The K'omoks Nation holds reserve land on the opposite bank of the Salmon River from the administrative boundary of the Village of Sayward. This reserve does not have any residential development on it at the time of writing this report, but is used by Nation members regularly for other purposes (Village of Sayward, 2022b).

The Village of Sayward was built around the primary industry of forestry. It was named Sayward in 1911 after a lumber merchant, replacing the earlier settler name of Port Kusam (Village of Sayward, 2022b). The Village was incorporated as a municipality in 1968. Forestry and logging operations are still prominent in the community, with a large log sort at the mouth of the river and numerous nearby logging roads.

The Village is located in Electoral Area A of the Strathcona Regional District (SRD). The SRD was established in 2008 and provides services to over 44,000 residents.

The main road of the Village runs perpendicular from Highway 19 to the ocean, meaning there is no through traffic from the highway to other destinations further beyond. The closest city is Campbell River, approximately 75 kms South-East along the coast. The development pattern is mostly rural with water and sewer service in the main village core.

Relevant Policies

Official Community Plan

At the time of writing this report, the Village is working on an update to their Official Community Plan (OCP). The current OCP was adopted in 2000 (Bylaw No. 308) with amendments in 2005 and 2010, the latter to include policies to address greenhouse gas reductions under required legislation.

The following are selected housing policies from the OCP (2000), under section 3.1 Settlement and Community:

a) Residential

i) The primary use permitted in the Residential designation is single family residential.

ii) Home-based businesses are supported in the Residential designation provided the home–based business is clearly secondary to the residential use of the property.

iii) Affordable housing may be provided in the form of secondary suites in the Residential designation provided that building and fire codes are met, and that adequate off-street parking is provided.

[Note: secondary suite is not defined]

v) The Village shall encourage similar densities and infilling of the established residential Area.

vi) Residential development proposed in the Forest Land Reserve shall be subject to the approval of the Land Reserve Commission and shall include buffering as required by the Commission to ensure that such development does not detrimentally affect adjacent forestry activity. Recreation access trails shall not interfere with forestry activity and be located on the residential side of the buffer.

vii) Encourage the development of green buildings and the use of green building materials in new residential development.

b) Multi Residential/Commercial

i) Permitted uses in this designation include commercial enterprises, live-work uses, and multi or high-density residential accommodation.

ii) Senior's housing and facilities, affordable accommodation units, and special needs housing are encouraged in this designation.

iv) Require that new multiple unit residential developments include secure bicycle storage.

vi) Encourage new multiple unit resident and commercial buildings

to be developed to a recognized green standard.

c) Rural Residential

i) Permitted uses in the Rural Residential designation are single and multi family residential, and home occupations.

ii) Minimum lot sizes permitted in the Rural Residential designation are one hectare (2.47 acres).

iii) Smaller lot sizes may only be considered once water and sewer services are extended to the Rural Residential Area, and a floodplain study has been completed for the Plan Area delineating elevation construction levels and setbacks.

d) Residential/Industrial

i) Permitted uses in the Residential/Industrial designation are single family residential, livework units, home based business and industrial.

Regional Growth Strategy

A regional growth strategy (RGS) provides direction from the Regional District level for responsibly managing growth among a region's municipalities and unincorporated areas. There are 10 RGSs in British Columbia, adopted in regions with high growth. The SRD has not adopted a Regional Growth Strategy at the time of writing this report



Supportive Resources

A pamphlet of available services in the Strathcona Regional District, titled *Need shelter, food or support?*, was created by the Urban Indigenous Housing & Wellness Coalition and the Coalition to End Homelessness Campbell River & District. It provides a wealth of information about health services in the region, with a few offering housing support. The housing-specific supports are listed below with service and location:

John Howard Society North Island
140-10th Ave, Campbell River
Mental health, housing support, homeless outreach, youth services

North Island Métis Association (NIMA)
A124-740 Robron Rd, Campbell River
Housing, education, and health support for Métis

Campbell River & North Island Transition Society
#101-1116 Dogwood St, Campbell River
Housing, outreach, support for women and their children

Ann Elmore Transition House
Address not disclosed for safety
24/7 help line 250-286-3666
Shelter for women and children experiencing abuse.

Evergreen House (Salvation Army)
690 Evergreen Rd, Campbell River
19+ emergency shelter for men and women. Showers, laundry, hygiene supplies, clothes, meals

North Island Safe Home Program
250-287-7384
Shelter and services for women and their children experiencing abuse, in Gold River and Cortes Island

There are also resources listed for people experiencing homelessness, without offering shelter or housing support specifically. These can be seen in the full document, available in Appendix B.

While none of the housing supports listed are specifically in Sayward, there are services offered within a reasonably close area.

Demographic Profile

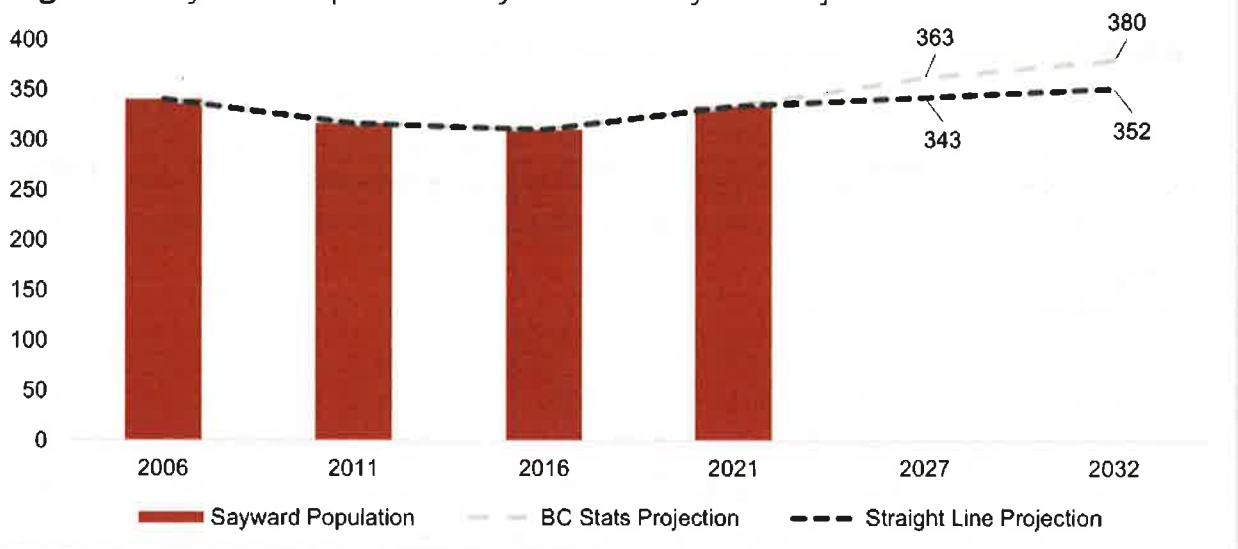
Population Trends and Projections

Until the 2021 census, Sayward had a population trend of gradual decline since the 1980s. As with many resource based towns in BC, the population began to shrink with a decline in the logging industry as many young workers and families moved away (Urban Systems, 2021).

Between 2016 and 2021 there was significant growth of 7.4%, likely related to the Covid-19 pandemic and housing affordability challenges across BC. During Covid-19, many people moved to more rural areas for space and safety, ability to work remotely, layoffs or loss of work due to closures, and more affordable housing.

The local health area (LHA) has experienced moderate growth and is projected to see a continued increase by BC Stats P.E.O.P.L.E. projections. Based on the straight line projection and BC Stats projections for the LHA, Sayward could see an increase of between 9 and 29 residents over the next 5 years and between 18 and 46 residents over the next 10 years (Figure 6).

Figure 6 Sayward Population 5-year and 10-year Projections



Statistics Canada (2017, 2019b, 2019c, 2022) & BC Stats (2022)

Table 2 Population History 1971-2021

	1971	1976*	1981	1986	1991	1996	2001	2006	2011	2016	2021
Population Total	465	402	482	417	406	440	379	341	317	311	334

*adjusted in 1981 census to cover the same area

Table 3 Population Projections Straight Line Method

	2011	2016	2021	% Δ 2011-2021 (Change)	2027	2032
Sayward Population	317	311	334	5.4%	343	352
% Δ from previous census	-7%	-1.90%	7.40%	n/a	2.69%	2.62%

Table 4 Population Projections as % of Local Health Area (LHA)

	2011	2016	2021	Average % of LHA 2011-21	2027	2032
Sayward Population	317	311	334	n/a	363	380
LHA Population	41707	44461	47272	n/a	50404	52759
% of LHA	0.76%	0.70%	0.71%	0.72%	0.72%	0.72%

Age Distribution

The average and median age of residents of the Village is significantly higher than that of the SRD and BC overall. Sayward is home to many retirees and seniors, as this indicates. BC Stats provides enough data to calculate projected average and median age for the SRD but not for the Village of Sayward specifically.

Age group distribution shows a growing population over 64 years old and a shrinking population under 15 years old (Table 8). The "working age" demographic between 15 and 64 is also shrinking over the past 10 years. There is an elementary school in the Village of Sayward, but highschool-aged residents (likely between 10 and 20 people) must travel to Campbell River for high school, have homeschooling, or some combination of remote learning.

In the last 10 years, the proportion of residents aged 65 years and older has doubled from 21% of the population to 42%. This is consistent with an overall trend of demographic aging due to the baby boom, however it is more pronounced than in the rest of the province (Table 7).

Figure 7 Median Age Comparison

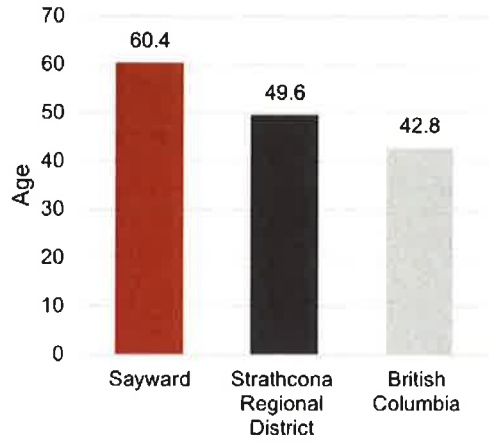


Figure 8 Average Age Comparison

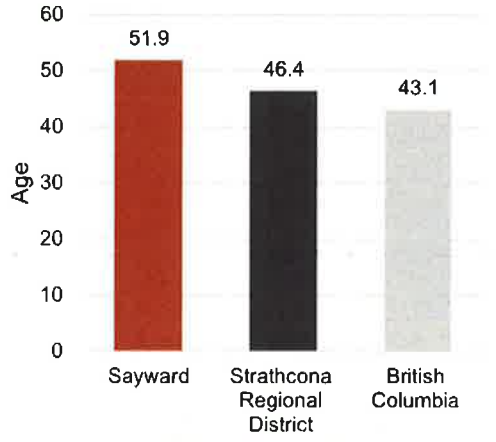
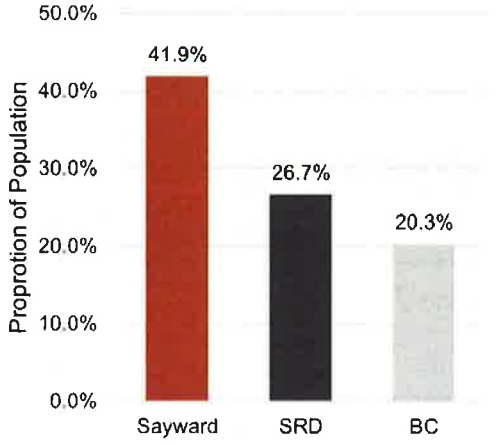
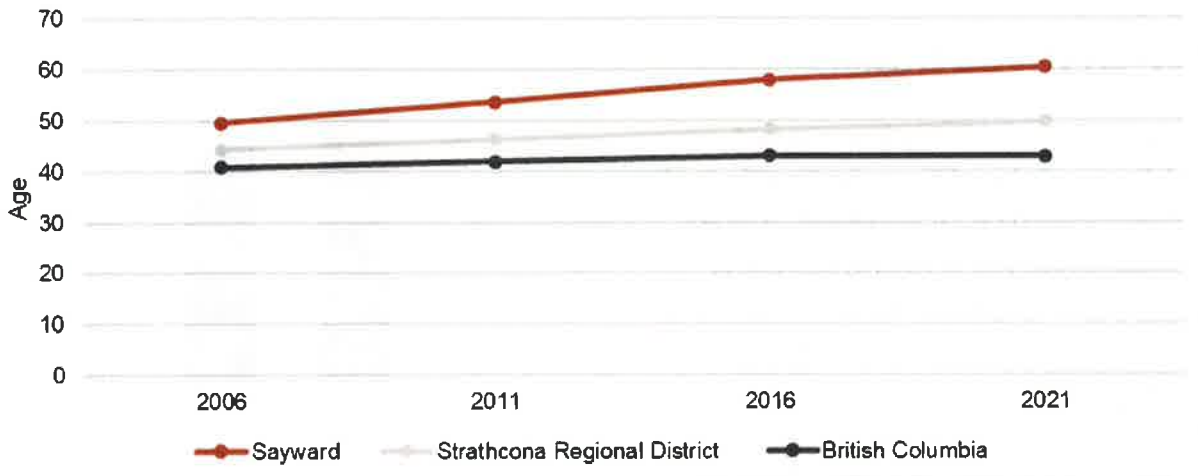


Figure 9 Proportion of Seniors (65+) Comparison



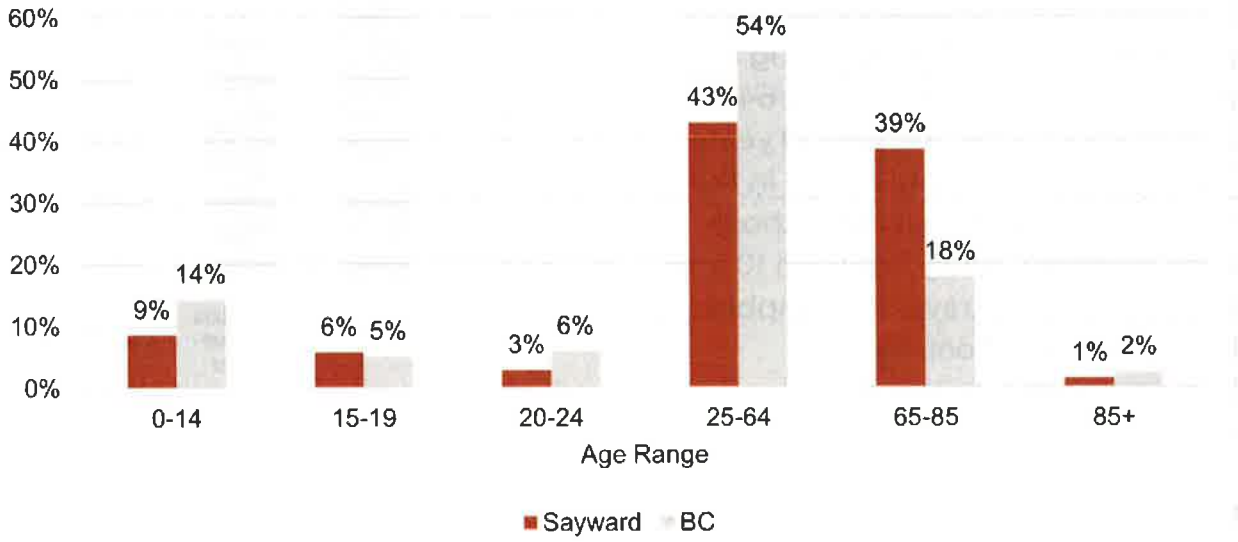
Statistics Canada (2022)

Figure 10 Age Distribution Sayward and BC (2021)



Statistics Canada (2022)

Figure 11 Age Distribution by Range Sayward and BC (2021)



Statistics Canada (2022)

Table 5 Median Age History for Sayward, SRD, and BC

	2006	2011	2016	2021	% Δ 11-21 (Change)
Sayward	49.5	53.6	57.9	60.4	12.7%
SRD	44.3	46.3	48.2	49.6	7.1%
BC	40.8	41.9	43	42.8	2.1%

Table 6 Average Age History for Sayward, SRD, and BC

	2006	2011	2016	2021	% Δ 16-21 (Change)
Sayward	x	x	49.5	51.9	4.8%
SRD	x	x	44.6	46.4	4.0%
BC	x	x	42.3	43.1	1.9%

Table 7 Proportion of Senior (65+) Population Sayward, SRD, and BC

	2006	2011	2016	2021	% Δ 11-21 (Change)
Sayward	17.6%	20.5%	27.3%	41.9%	104.4%
SRD	44.3	46.3	48.2	49.6	7.1%
BC	40.8	41.9	43	42.8	2.1%

Table 8 History of Sayward Age Distribution (2006-2021)

Age Categories	2006	2011	2016	2021	2021 %	% Δ 11-21 (Change)
0-14	55	45	40	30	8.6%	-33.3%
15-19	15	10	10	20	5.7%	100.0%
20-24	10	5	10	10	2.9%	100.0%
25-64	210	185	165	150	42.9%	-18.9%
65-85	60	60	85	135	38.6%	125.0%
85+	0	5	0	5	1.4%	0.0%

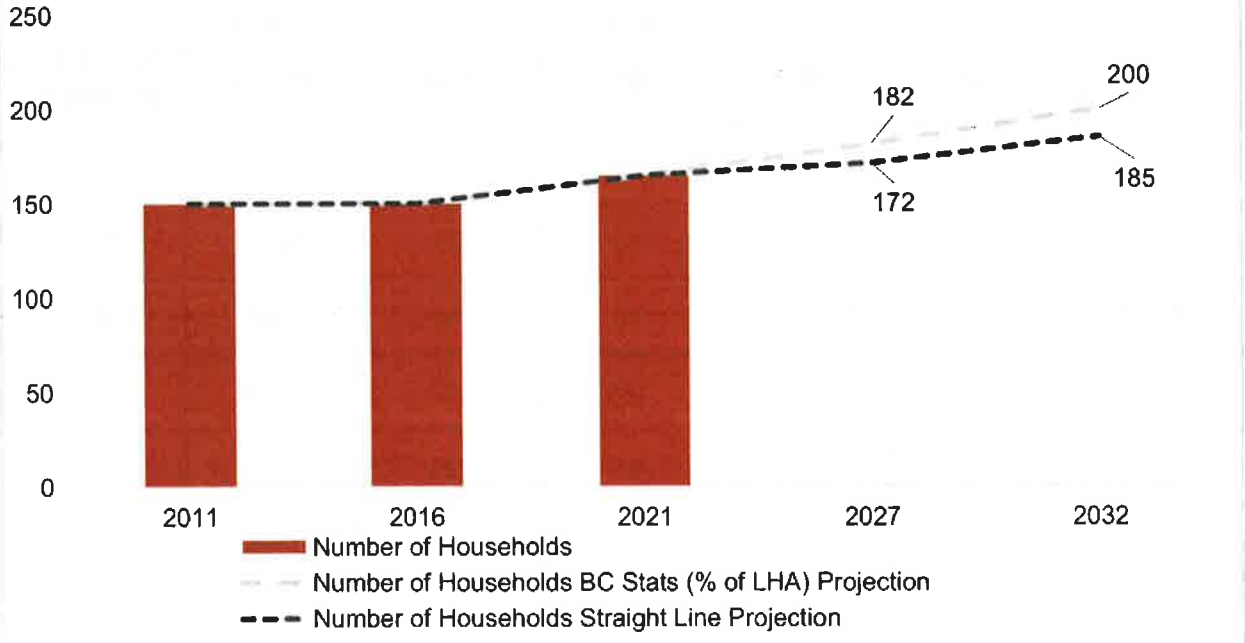
Household Size

Household size for BC averaged 2.4 people per household for the 2021 census. Sayward has a smaller household size at 2.0 people per household (Table 9). This is to be expected in families where children have grown and moved out, and it has shown a decline over the last 10 years, as the average and median age of the Village has risen.

If the trend of a shrinking household size continues, the average could reach 1.9 people per household by 2032. Of course, this depends on many factors such as the provision of amenities that might draw more families with children to the area.

By applying the household size of 2.0 people to the 2027 population projections, Sayward could see an increase of 7 households (straight line projection) to 17 households (BC Stats % of LHA projection). By 2035, Sayward could see an increase of 20 households (straight line projection) to 35 households (BC Stats % of LHA projection) in Figure 12.

Figure 12 Sayward Household 5-year and 10-year Projections



Statistics Canada (2017, 2019b, 2019c, 2022) & BC Stats (2022)

Table 9 Household Size History and Projections (5- and 10-year)

	2011	2016	2021	% Δ 11-21 (Change)	2027 Projection	2032 Projection
Number of Households	150	150	165	10.0%	172-182	185-200
Average Household Size	2.1	2.1	2.0	-4.8%	2.0	1.9

Table 10 Household Composition History (2011-2021)

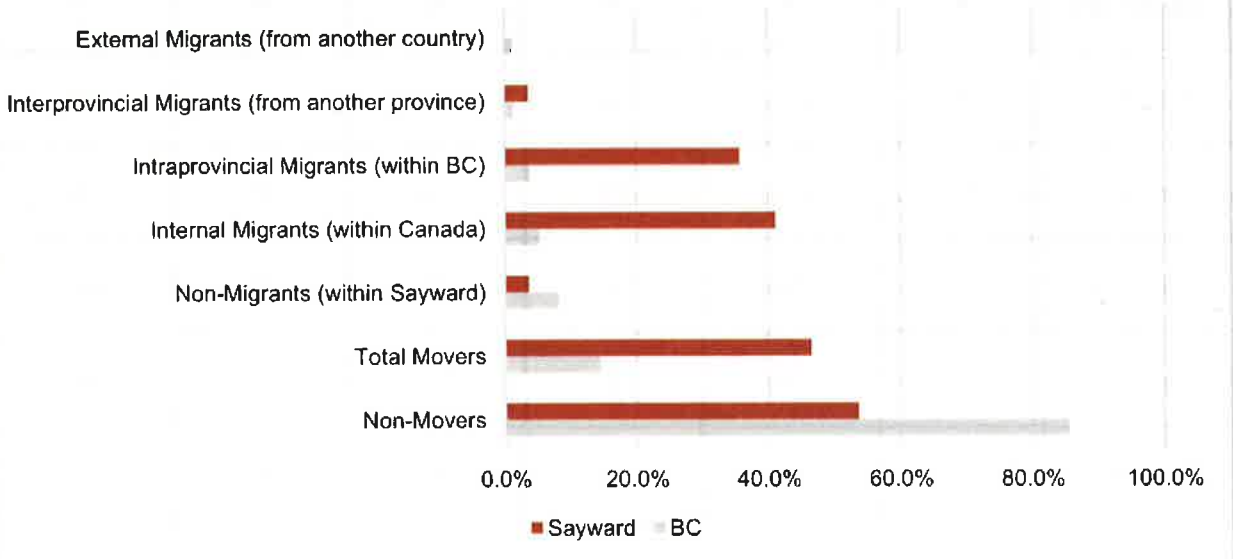
Number of People per Household	2011		2016		2021	
	#	%	#	%	#	%
1 person	50	33%	45	29%	55	33%
2 people	65	43%	80	52%	85	52%
3 people	15	10%	20	13%	15	9%
4 people	15	10%	5	3%	5	3%
5+ people	5	4%	5	3%	5	3%

Mobility

Mobility is measured in the census by location compared to current location (mobility status) from 1 year ago and 5 years ago. First, respondents are divided into Non-Movers (lived at the same address) and Movers (lived at a different address). Then Movers are divided into Non-Migrants (lived in the same census subdivision/municipality) and Migrants (moved from outside the census subdivision/municipality). Migrants are divided into Internal Migrants (moving from within Canada) and External Migrants (moving from outside of Canada). Finally, the Internal Migrant category is divided into Intraprovincial (from within the same province) and Interprovincial (from another province in Canada).

When compared to BC as a whole, the population of the Village of Sayward is considerably more mobile. In 2021. 86% of BC residents had not moved in the past 5 years compared to only 54% of Sayward residents. A resident of Sayward in 2021 was 8 times more likely than the provincial average to have moved in the last 5 years, from outside of their current municipality, compared in Figure 13.

Figure 13 5-year Mobility Comparison Sayward and BC (2021)



Statistics Canada (2022)

Table 11 shows 5-year mobility status from 2006-2021, painting a picture with some continuity over time. Respondents have been split roughly halfway between movers and non-movers in the last 10 years, with the highest rate of movers (55%) in 2006. Of those Movers, the vast majority have been new to Sayward rather than moving to a different house within the Village. And those recorded as moving from outside of Sayward were usually from within British Columbia, rarely from another province (0-18%) and never directly from another country.

Table 11 5-year Mobility for Sayward (2006-2021)

5-year Mobility Status		2006		2011		2016		2021	
		#	%	#	%	#	%	#	%
Total (25% sample data)		325	100%	x	x	290	100%	280	100%
Non-Movers		150	46%	x	x	165	57%	150	54%
Movers	Total Movers	180	55%	x	x	125	43%	130	46%
	Non-Migrants	15	5%	x	x	25	9%	10	4%
	Migrants	165	51%	x	x	95	33%	115	41%
Internal Migrants	Intraprovincial Migrants	135	42%	x	x	95	33%	100	36%
	Interprovincial Migrants	30	9%	x	x	0	0%	10	4%
External Migrants		0	0%	x	x	0	0%	0	0%

Economic Profile

Employment

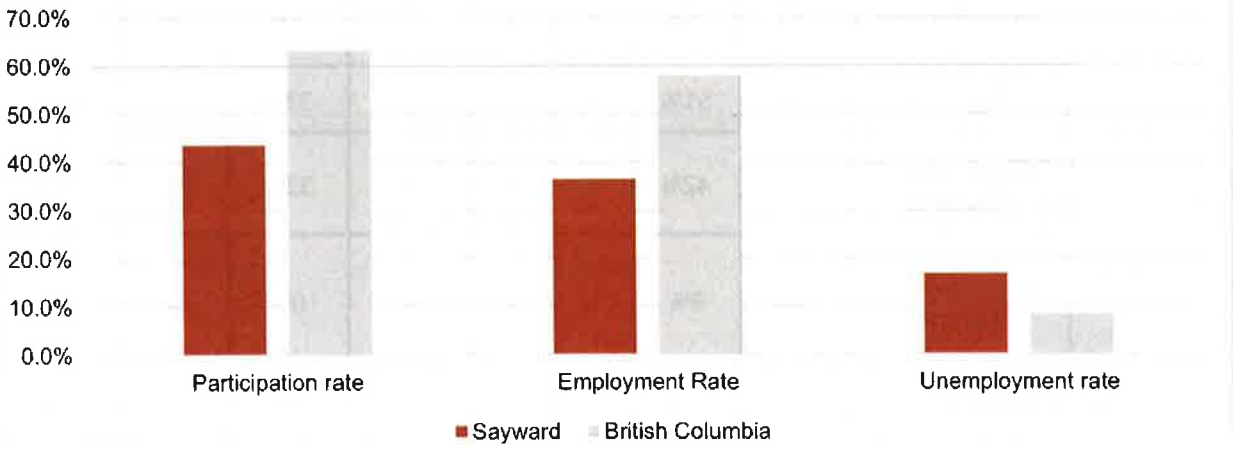
Employment data is often evaluated by three factors: participation rate, employment rate, and unemployment rate.

Participation rate refers to how many people are in the labour force (on the week the census was administered) divided by the total number of people 15 years and older. The labour force refers to both employed and unemployed residents. The participation rate of 44% in Sayward is lower than the provincial rate of 63%, likely as many are retired.

The employment rate refers to how many people are employed (on the week the census was administered) divided by the total number of people 15 years and older. In other words, it assumes that 15 years and older is "working age" and measures what percentage of working age residents are employed.

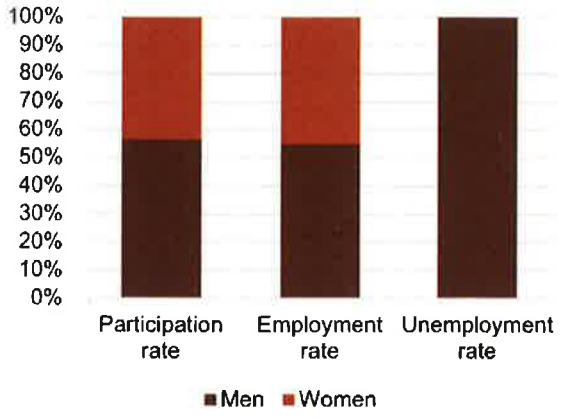
Unemployment rate refers to persons who are in the labour force but not working on the week the census was administered (defined as: available to work, looking for work, or expecting

Figure 14 Employment Comparison Sayward and BC (2021)



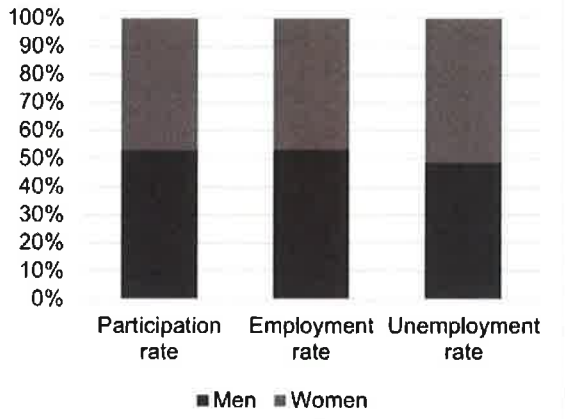
Statistics Canada (2022)

Figure 15 Employment by Gender, Sayward



Statistics Canada (2022)

Figure 16 Employment by Gender, BC



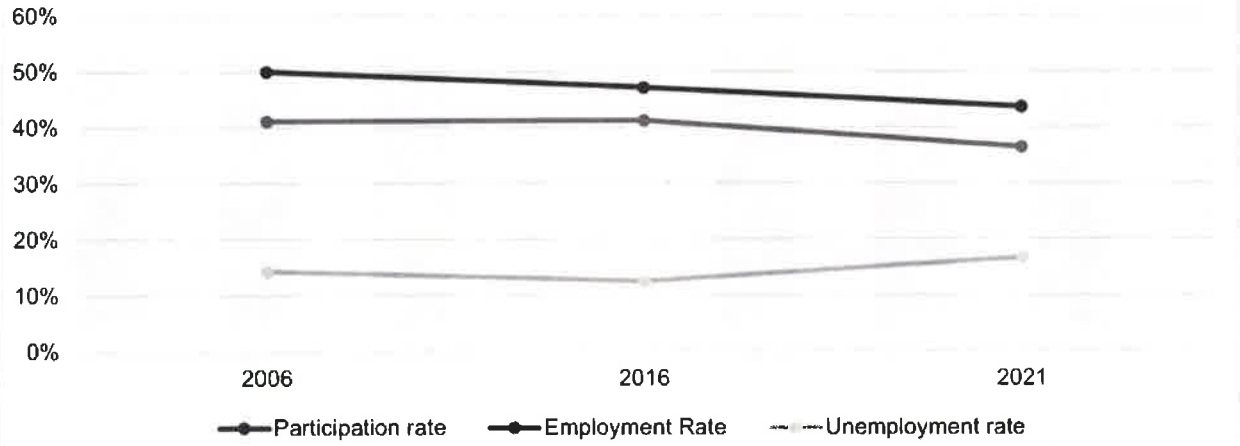
Statistics Canada (2022)

to return to work), divided by the total number of people in the labour force. This definition intentionally excludes those who are retired or unable to work due to disability. The unemployment rate of 16.7% in Sayward is double the provincial rate of 8.4%.

In 2016, the census used the North American Industry Classification system (NAICS 2012) to categorize the occupations of the labour force 15 years and older, based on a 25% sample. The most common industry for employment was resource based (agriculture, forestry, fishing and hunting) at 35%. The next was accommodation and food services at 22%. The other categories showed minimal representation and, while many show 0, it is possible that this is due to rounding in some cases. There are a significant number of people employed by Western Forest Products, who operate the log sort in Kelsey Bay. There are also two fish hatcheries nearby in the Sayward Valley, though outside of the Village boundaries (Vannstruth Consulting, 2013).

Employment is intrinsically related to the opportunities available nearby. The percentage of working residents who commute to another municipality or province for their job is a good indication of employment opportunities in the nearby area. There is limited data on commuting for Sayward (Table 13), but most work within Sayward (census subdivision) or the regional district (census division).

Figure 17 Sayward Employment Over Time



Statistics Canada (2017, 2019b, 2022)

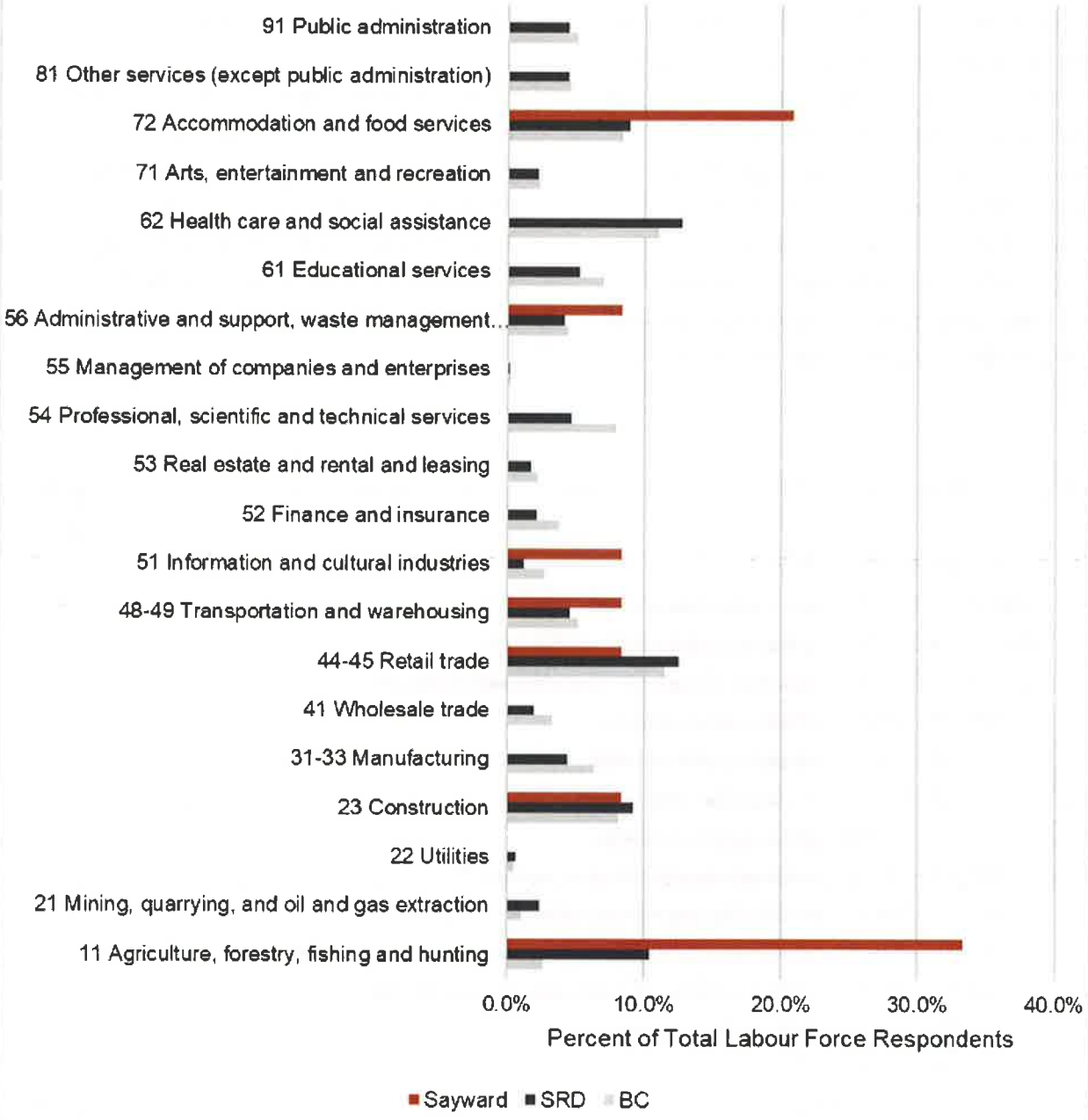
Table 12 Sayward Employment Factors (2006-2021)

	2006	2011	2016	2021
Participation rate	50%	x	47%	44%
Employment Rate	41%	x	41%	36%
Unemployment rate	14%	x	13%	17%

Table 13 Sayward Commuting Destination (2011-2021)

Commuting Destination (25% sample data)	2011	2016	2021
Within census subdivision	x	30	25
To different census subdivision	x	45	20
To different census division	x	0	0
To another Province/Territory	x	0	0

Figure 18 Employment by North American Industry Classification System (NAICS) categories Sayward, SRD, and BC



Statistics Canada (2022)

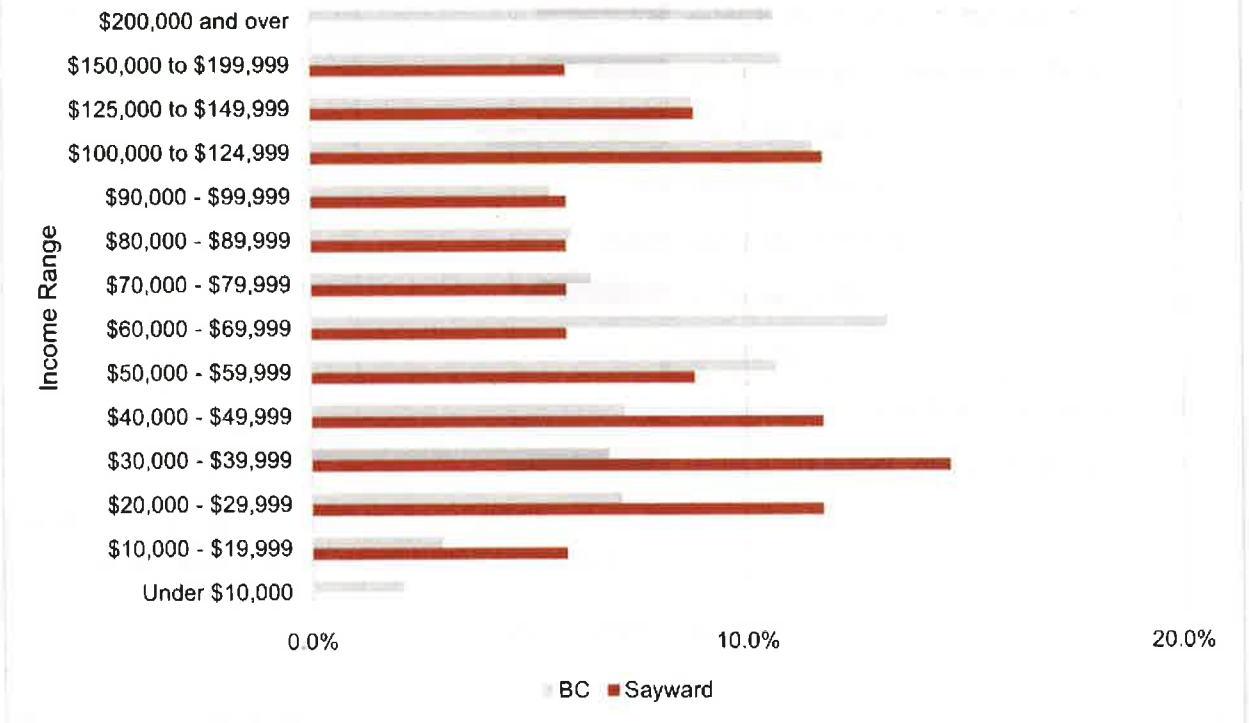
Income

All income values in this section are based on pre-tax amounts. Since this is the metric used to assess housing affordability by CMHC, as less than 30% of pre-tax income, it is the more useful data set for this report.
The stats below are in regards to household income, as opposed to individual income. Median is generally the preferred measure of income, but average is shown as well for a fuller picture (Figures 20 & 21).

The median household income of Sayward is 65% (roughly two-thirds) of the provincial median income.

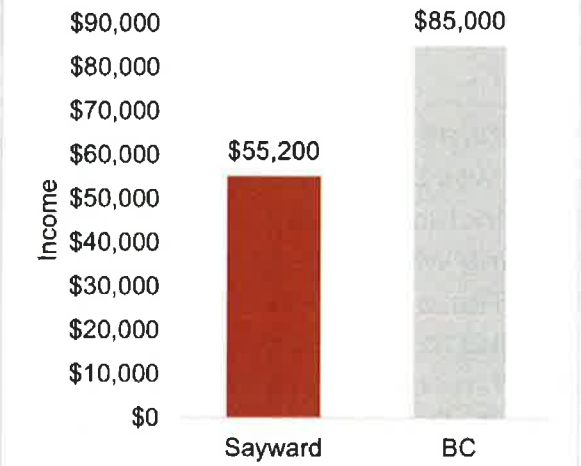
The pattern of wealth distribution is similar to the rest of BC, except that Sayward has a higher percentage of residents in the 20K-50K/year brackets and a lower percentage of residents in the brackets over 150K/year (Figure 19).

Figure 19 Household Income Comparison Sayward and BC



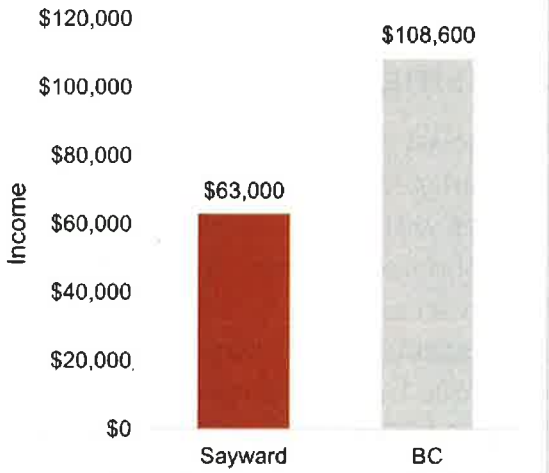
Statistics Canada (2022)

Figure 20 Median Household Income Sayward and BC



Statistics Canada (2022)

Figure 21 Average Household Income Sayward and BC



Statistics Canada (2022)

Table 14 Sayward Household Income 2011-2021

Income Brackets	2011		2016		2021	
	#	%	#	%	#	%
Under $10,000	x	x	5	3%	0	0%
$10,000 - $19,999	x	x	15	10%	10	6%
$20,000 - $29,999	x	x	20	13%	20	12%
$30,000 - $39,999	x	x	25	17%	25	15%
$40,000 - $49,999	x	x	15	10%	20	12%
$50,000 - $59,999	x	x	10	7%	15	9%
$60,000 - $69,999	x	x	10	7%	10	6%
$70,000 - $79,999	x	x	5	3%	10	6%
$80,000 - $89,999	x	x	10	7%	10	6%
$90,000 - $99,999	x	x	10	7%	10	6%
$100,000 +	x	x	25	17%	40	24%

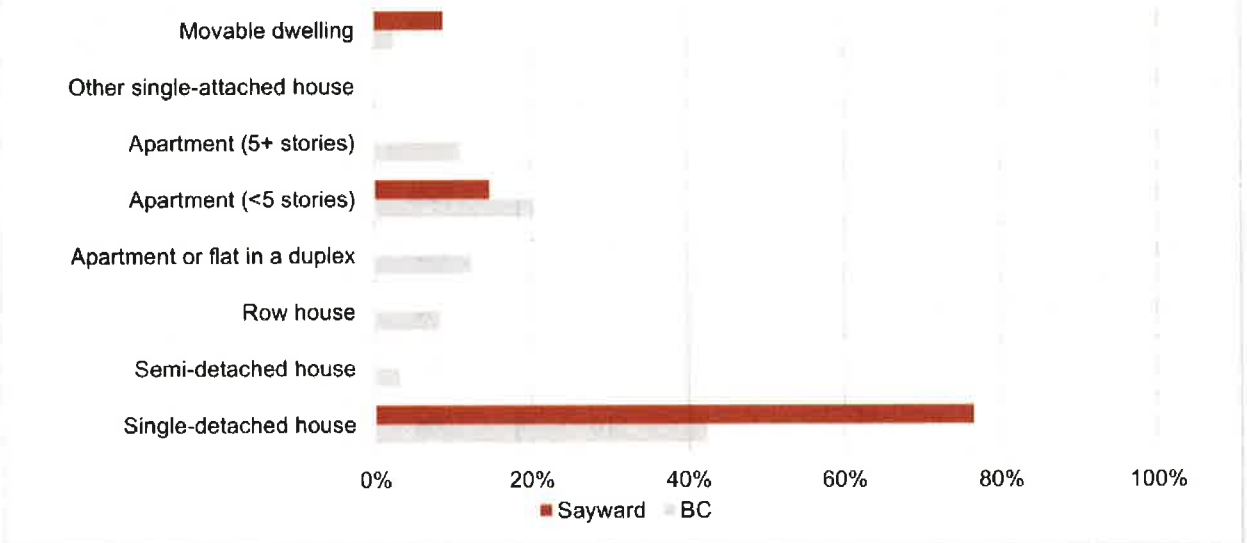
Housing Profile

Housing Stock

The housing profile in Sayward primarily consists of single family homes with three or more bedrooms. 76% of dwellings are single-detached, 15% in an apartment building, and 9% are classified as moveable dwellings. A mobile home may be considered a single-detached dwelling if it is permanently fixed to a pad and services, or considered a moveable dwelling if it is in a more temporary and less affixed state.

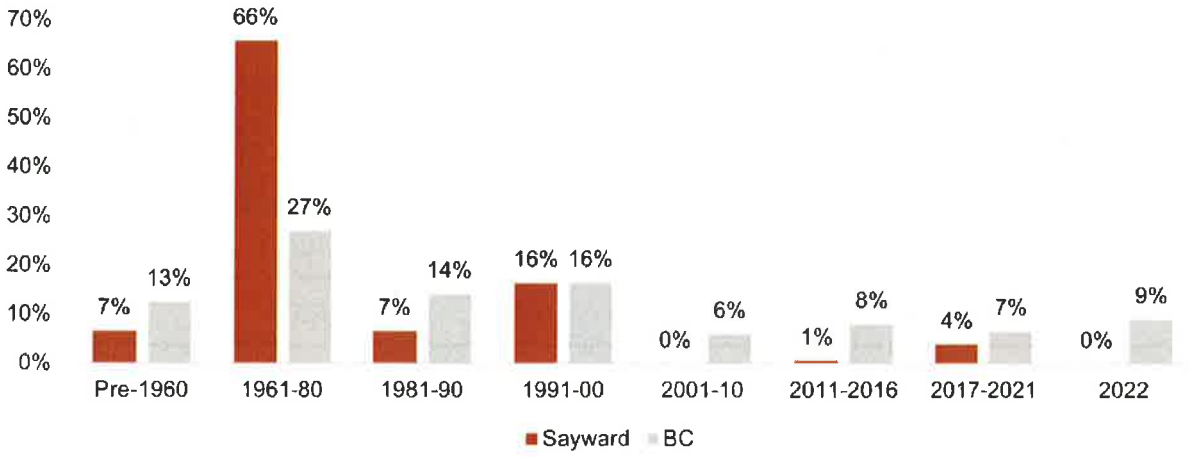
Two-thirds of the existing housing stock was built between 1961 and 1980, including the only apartment building which was constructed in 1979. There was a small resurgence of building in the 1990s, during which 17% of the existing stock was built. From 2001 to 2021, the census showed no units built, but this is likely due to rounding as Sayward's records indicate seven new units built in the last 10 years (Figure 23).

Figure 22 Housing Types Sayward and BC (2021)



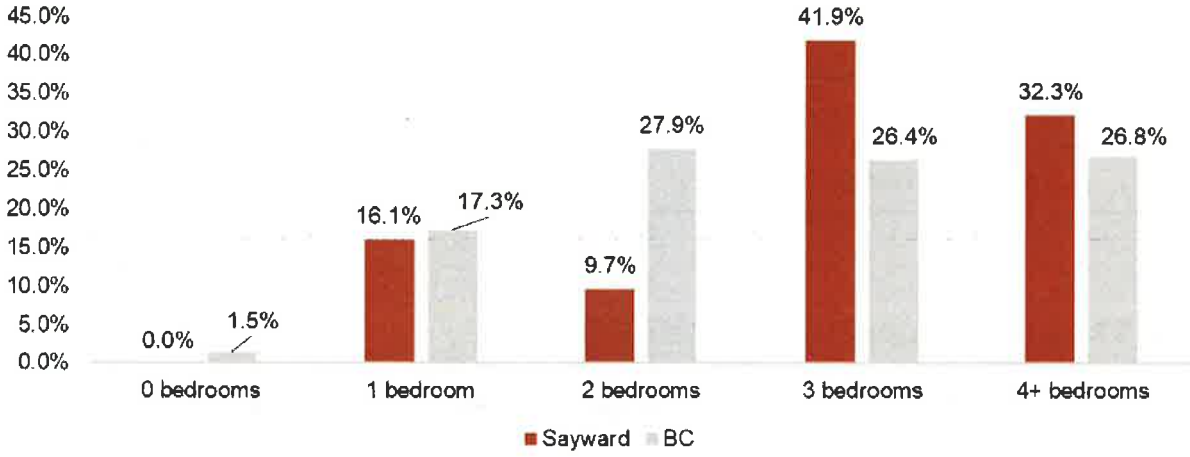
Statistics Canada (2022)

Figure 23 Housing Built Date Sayward and BC



Statistics Canada (2022), Village of Sayward data

Figure 24 Dwelling Size (# of bedrooms) Sayward and BC



Statistics Canada (2022)

Table 15 Sayward Housing Stock by Bedroom Size (2021)

Size	# of units	% of existing stock
Total	155	100%
0 bedrooms	0	0.0%
1 bedroom	25	16.1%
2 bedrooms	15	9.7%
3 bedrooms	65	41.9%
4+ bedrooms	50	32.3%

Table 16 Sayward Housing Stock by Dwelling Type (2021)

Currently occupied/available	Sayward 2021		Rental Vacancy Rate
	#	%	
Total	170	100	x
Single-detached house	130	76.5%	x
Semi-detached house	0	0.0%	x
Row house	0	0.0%	x
Apartment or flat in a duplex	0	0.0%	x
Apartment in a building < five storeys	25	14.7%	x
Apartment in a building of five or more storeys	0	0.0%	x
Other single-attached house	0	0.0%	x
Movable dwelling	15	8.8%	x

Table 17 Sayward Housing Stock by Date Built

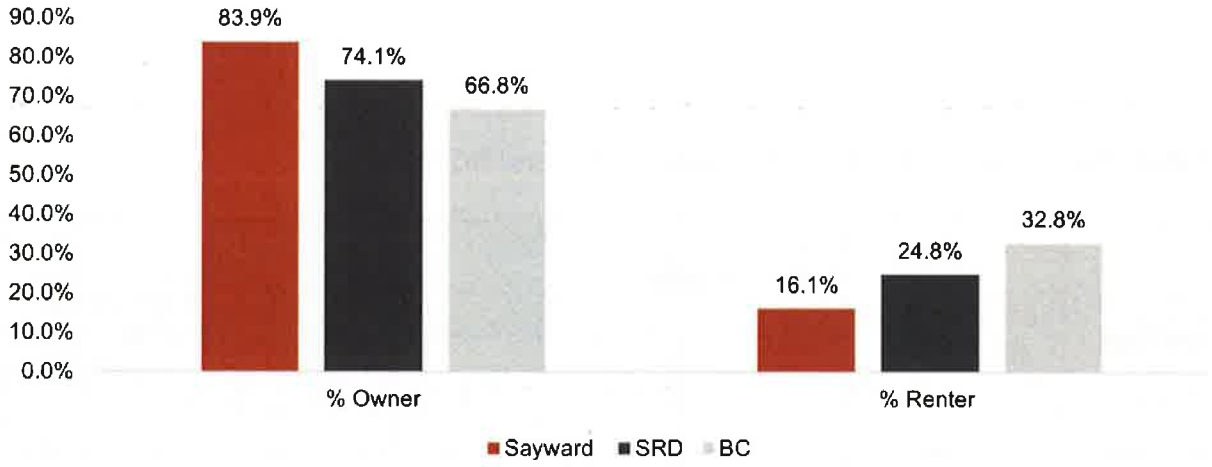
Date Built	# of dwelling units	% of housing stock
pre-1960	10	7%
1961-80	100	69%
1981-90	10	7%
1991-00	25	17%
2001-10	0	0%
2011-2016	0	0%
2017-2021	0	0%
2022	0	0%

Household Tenure

Most households (84%) in Sayward own their dwelling, with a significantly lower percentage of renters than the provincial average. This is common in rural communities where there is little purpose built rental, if any. The monthly dwelling costs for residents in Sayward is almost exactly 50% of the costs in the rest of British Columbia across the board, both for owners and renters.

While this is positive from an affordability perspective, there are also significant transportation costs involved with living in Sayward. Many amenities and services can only be accessed in Campbell River, a 150 km round trip which represents significant fuel and maintenance costs for vehicle owners and obstacles for anyone who cannot or chooses not to drive.

Figure 25 Proportion of Renter and Owner Sayward, SRD, and BC

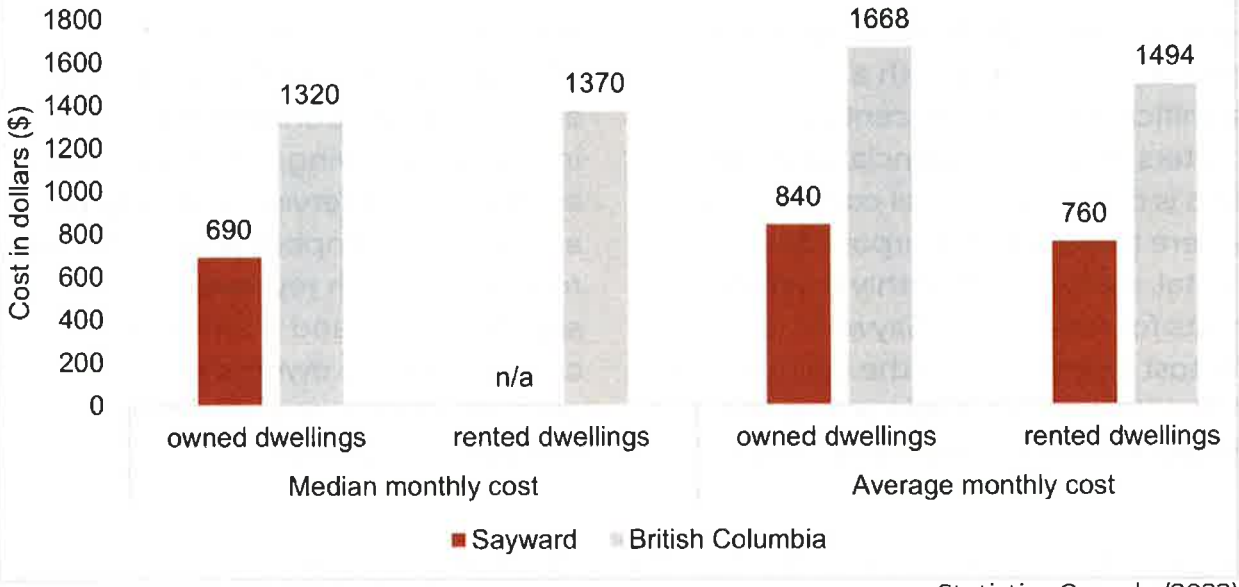


Statistics Canada (2022)

Table 18 Sayward Specialized Housing Unit Types (2021)

Subsidized housing units	Primary rental units	Secondary Rental units	Short-term rental units	Co-operative housing units	Post-secondary housing units	Shelter beds/ emergency housing units
0	x	x	x	x	x	x

Figure 26 Monthly Dwelling Costs Sayward and BC (2021)



Statistics Canada (2022)

Table 19 Household Tenure for Sayward, SRD, and BC (2021)

Location	# of households	Owner		Renter		% of Renters in Subsidized Housing
		#	%	#	%	
Sayward	155	130	83.9%	25	16.1%	0.0%
SRD	21230	15740	74.1%	5260	24.8%	12.1%
BC	2,041,835	1363190	66.8%	669450	32.8%	11.0%

Homeownership Market

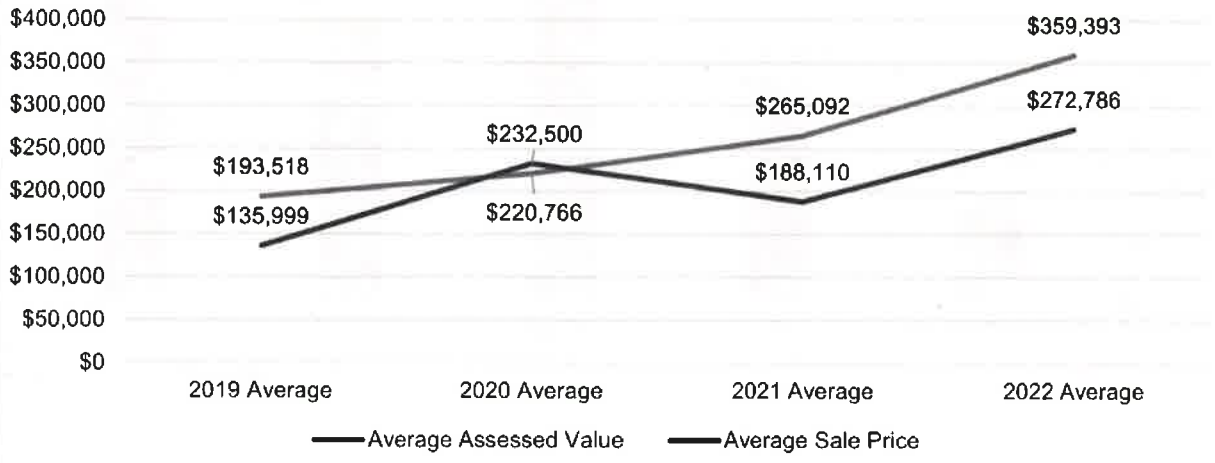
The homeownership market in the Village is significantly less expensive than the rest of British Columbia. However, as incomes are also lower this does not mean that the housing available is necessarily more affordable or attainable for residents.

There is a lot of available data on home values. Assessed value and sales price history are provided by BC Assessment and while assessed value does provide some insight, the more accurate metric is what homes were actually sold for.

The census provides an opportunity for homeowners to self-assess the value of their property, which is of course the least accurate as it can be swayed by many factors. Still, the intense upward trend (especially between 2016 and 2021) of owner-assessed value is telling and follows actual increases in sale price.

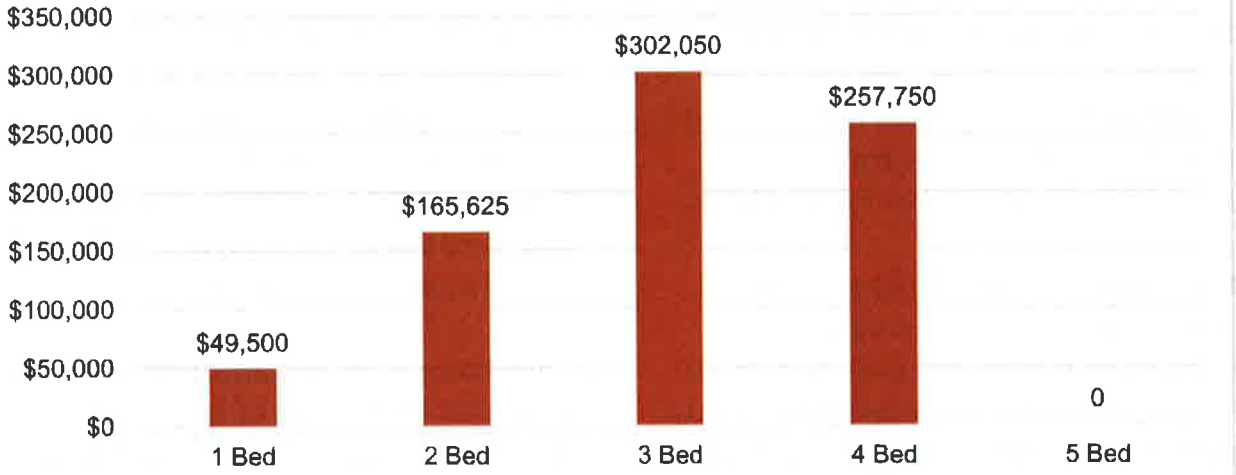
Consistent with the affordability crisis observed in the rest of BC, selling prices in Sayward doubled between 2019 and 2022. This drastic increase was cited as a concern by many respondents to the survey and community engagement.

Figure 27 Sayward Housing Values Over Time



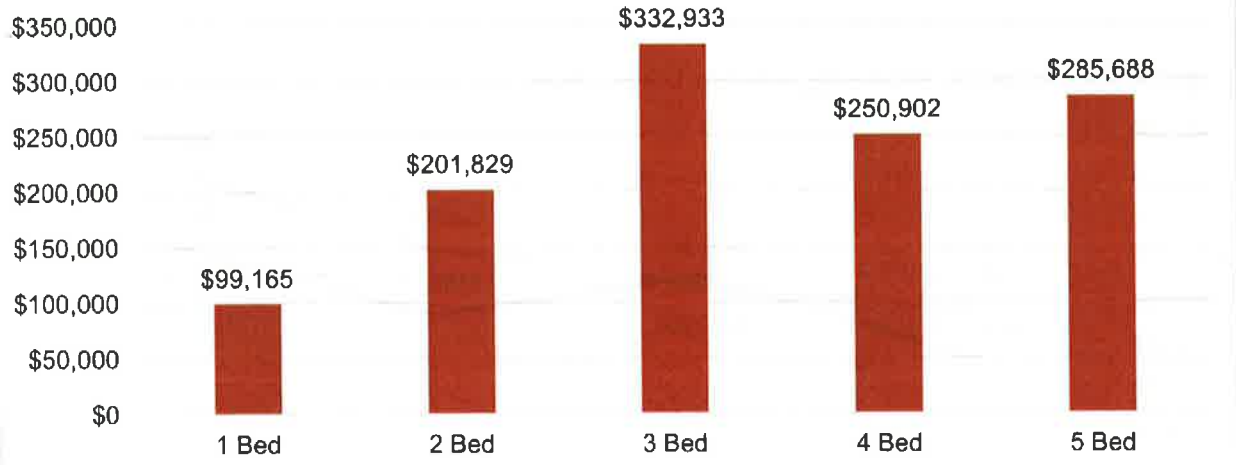
BC Assessment (2019-2022)

Figure 28 Average Sale Prices by Unit Size (2021)



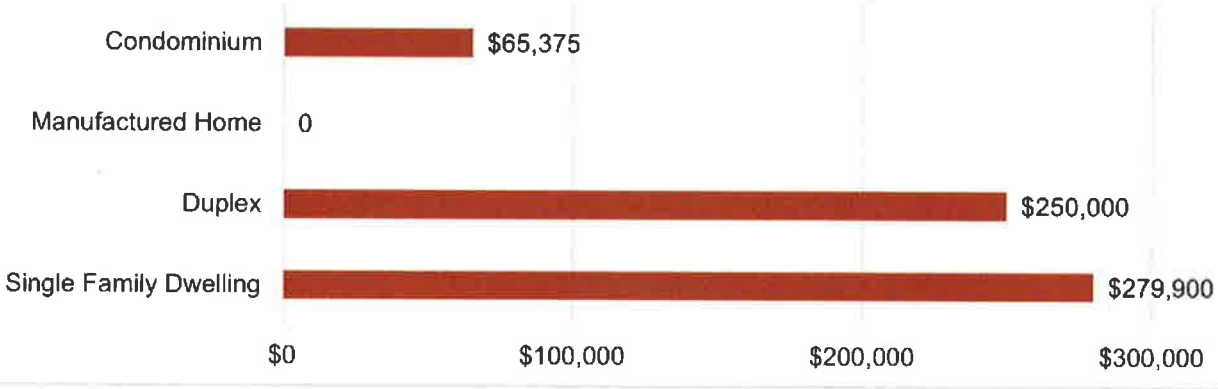
BC Assessment (2021)

Figure 29 Average Assessed Value by Unit Size (2021)



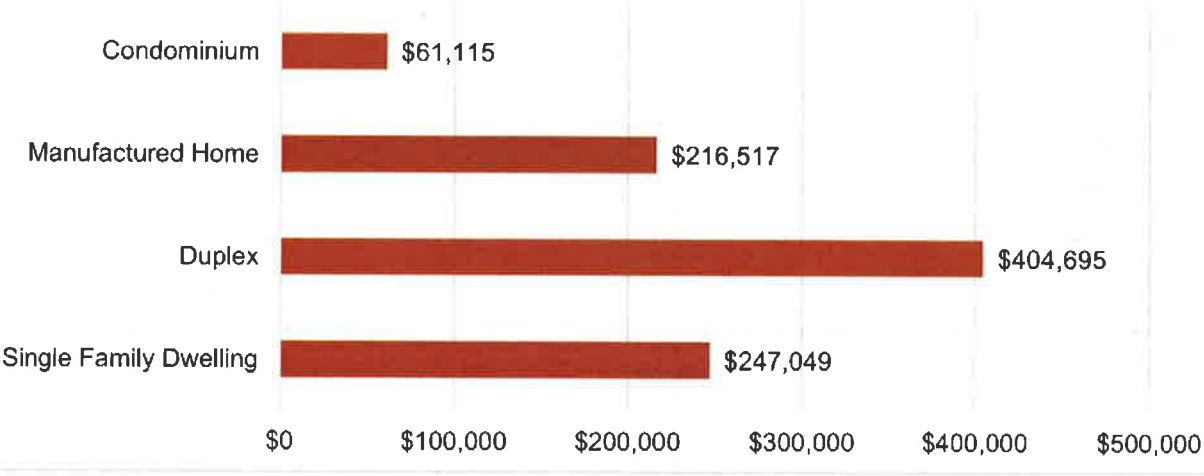
BC Assessment (2021)

Figure 30 Average Sale Price by Dwelling Type (2021)



BC Assessment (2021)

Figure 31 Average Assessed Value by Dwelling Type (2021)



BC Assessment (2021)