



**VILLAGE OF SAYWARD
COUNCIL MEETING AGENDA
June 4, 2019 – 7:00 PM
KELSEY CENTRE GYMNASIUM**

1. Call to Order

2. Public Input (maximum 30 minutes)

Mayor: "Public Input is for the purpose of permitting people in the gallery to provide input and shall be no longer than 30 minutes unless approved by majority vote of Council; each speaker may provide respectful comment on any topic they deem appropriate and not necessarily on the topics on the Agenda of the meeting; the public input opportunity is meant for input and questions and answers. Each speaker may not speak longer than 2 minutes but may have a second opportunity if time permits. Each speaker must not be allowed to speak regarding a bylaw in respect of which a public hearing has been held. For the record please state your name and address."

3. Approval of Agenda.

Recommended Resolution:

THAT the agenda for the Regular Meeting of Council for June 4, 2019 be approved.

4. Minutes of Previous Meetings

Recommended Resolution:

THAT the minutes from the Special Meeting of Council held on May 2, 2019 be adopted.

THAT the minutes from the Regular Meeting of Council held on May 21, 2019 be adopted.

5. Petitions and Delegations

6. Correspondence - None

7. Council Reports

a) Sayward Daycare Plan – Report from Councillor Cragg

Recommended Resolution:

THAT Councillor Cragg's report regarding a Sayward Daycare Plan be received.

8. Committee Member Reports – None

9. Mayor's Report

a) Business Licence Bylaw No. 452, 2019 – verbal report from Mayor

Recommended Resolution:

THAT the Mayor's verbal report regarding Business License Bylaw 452, 2019 be received.

b) UBCM 2019 Resolution Deadline – verbal report from Mayor

Recommended Resolution:

THAT the Mayor's verbal report regarding the 2019 UBCM resolution deadline be received.

10. Staff Reports

a) 2019 Watering Restrictions - report by CFO

THAT the CFO's report on 2019 Water Restrictions be received for information and discussion; and

THAT Staff be directed to implement water restrictions as outlined in the Staff Report effective June 15, 2019.

11. Old Business – None

12. Bylaws – None

13. Financial – None

14. New Business

15. Public Question Period (maximum 15 minutes)

Mayor: "The purpose of the public question period is to permit people in the gallery to ask questions about the issues discussed by Council during the meeting. Speakers will be allowed to ask one question each. If time permits, after everyone has had an opportunity to ask questions, speakers will be allowed to ask a second question. For the record, please state your name and address."

16. In-Camera

Prepare to go In-Camera

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 Section 90 (1)(c) of the *Community Charter* to discuss labour relations or other employee relations.

17. Adjournment

Recommended Resolution:

THAT the Regular Meeting of Council for June 4, 2019 be adjourned.



**VILLAGE OF SAYWARD
MINUTES
SPECIAL COUNCIL MEETING
May 2, 2019 – 2:00 PM
KELSEY CENTRE MULTIPURPOSE ROOM**

Present: Mayor John MacDonald
Councillor Joyce Ellis
Councillor Norm Kirschner
Councillor Bill Ives
Councillor Wes Cragg

1. Call to Order

Meeting was called to order at 2:00 PM

MOTION S19/10

MOVED AND SECONDED

That Council waive the requirement in Section 127 of the *Community Charter* to provide 24-hour Public Notice of a Special Council meeting.

CARRIED

2. Public Input - None

3. Approval of Agenda

MOTION S19/11

MOVED AND SECONDED

THAT the agenda for the Special Meeting of Council for May 2, 2019 be approved.

CARRIED

4. Minutes of Previous Meetings – None

5. Petitions and Delegations – None

6. Correspondence – None

7. Council Reports – None

8. Committee Member Reports – None

9. Mayor's Report – None

10. Old Business – None

11. Staff Reports – None

12. Bylaws – None

13. New Business – None

14. Public Question Period (maximum of 15 minutes) – None

15. In Camera – 2:02 pm

MOTION S19/12

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 under section 90(1)(a) to discuss personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality, section 90(1)(c) labour relations or other employee relations, and section 90(1)(g) litigation or potential litigation affecting the municipality.

CARRIED

16. Rise

17. Adjournment

MOTION S19/13

MOVED AND SECONDED

That the Special Meeting of Council of May 2, 2019 be adjourned.

CARRIED

The meeting adjourned at 2:50 pm.

Mayor John MacDonald

Chief Administrative Officer



**VILLAGE OF SAYWARD
MINUTES
REGULAR COUNCIL MEETING
May 21, 2019 – 7:00 PM
KELSEY CENTRE GYMNASIUM**

Present: Mayor John MacDonald
Councillor Joyce Ellis
Councillor Bill Ives
Councillor Wes Cragg

Absent: Councillor Norm Kirschner (authorized)

In Attendance: Lisa Clark, Chief Financial Officer

1. Call to Order

Meeting was called to order at 7:00 PM.

2. Petitions and Delegations

- a) Mayor Leslie Baird & Deputy CAO Michelle Mason, Village of Cumberland – Social Procurement

MOTION R19/145

MOVED AND SECONDED

That the presentation by Mayor Leslie Baird & Deputy CAO Michelle Mason be received.

CARRIED

3. Public Input (maximum 30 minutes)

Jackie Lyons	In regard to the Rise & Report section on the May 7 th meeting Minutes, we (The Lyons) do not have a quarrel with the Village, but only with the CAO and would like to request that the motion be amended.	Mayor – this will be amended.
Debbie Coates	I would like to thank the Village for putting out all the Facebook updates about the forest fire, and a special thank you to John, Bill and Lisa, your work is not going unnoticed!	

4. **Approval of Agenda**

MOTION R19/146

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for May 21, 2019 be approved as amended.

CARRIED

5. **Minutes of Previous Meetings**

MOTION R19/147

MOVED AND SECONDED

THAT the minutes from the Special Meeting of Council held on April 23, 2019 be adopted as amended.

CARRIED

MOTION R19/148

MOVED AND SECONDED

THAT the minutes from the Regular Meeting of Council held on May 7, 2019 be adopted as amended.

CARRIED

6. **Correspondence**

MOTION R19/149

MOVED AND SECONDED

THAT the following correspondence be received.

CARRIED

- a) Sayward Futures Society – Canada Day 2019

MOTION R19/150

MOVED AND SECONDED

THAT a letter be sent to Sayward Futures Society approving their request for a donation in kind for the items listed in their letter addressed to Mayor and Council dated May 6, 2019.

CARRIED

- b) Michelle Franze, BC Salmon Farmers Association – Invitation to Van Isle 360, June 3, 2019

- c) BC Rural Dividend program – sixth intake 2019-2020

MOTION R19/151

MOVED AND SECONDED

THAT Council schedule a Committee of the Whole (COW) Meeting for June 5, 2019 at 10:00 am in the Kelsey Centre Multi-Purpose Room to discuss the sixth intake for the BC Rural Dividend program.

CARRIED

- d) UBCM 2019 Resolution – endorsement at AVICC Spring 2019 AGM

7. Council Reports

- a) Residential Backyard Burning Bylaw No. 272, 1995 – report prepared by Councillor Wes Cragg

MOTION R19/152

MOVED AND SECONDED

THAT the report on residential backyard burning bylaw 272, 1995 prepared by Councillor Cragg be received.

CARRIED

MOTION R19/153

MOVED AND SECONDED

THAT Council, in collaboration with the Sayward Fire Chief/Deputy Fire Chief, amend the Fire Burning by-law; and

THAT the Village of Sayward add provision in our burning bylaw 272 as follows:

1) New provision in bylaw to include a Recreational Backyard firepits, Special Occasion/Ceremonial Fires, Outdoor Cooking Stations, and wood fired Saunas & Hot Tubs each to have a separate and distinct permit process, which may be required to have measurements and current photographs showing placement of the apparatus and/or fire pit.

2) Backyard recreational fire pits would be yearly permits based on the calendar year with a cost of \$50.00 per year or part thereof.

CARRIED

8. Committee Member Reports – None

9. Mayor's Report

- a) BCCFA 2019 Conference

MOTION R19/154

MOVED AND SECONDED

THAT the Mayor's report regarding the BCCFA 2019 Conference be received.

CARRIED

MOTION R19/155

MOVED AND SECONDED

THAT Council approve Councillor Wes Cragg's attendance at the BCCFA 2019 Conference and AGM June 12-14, 2019 in Mission, BC.

CARRIED

- b) BC PNP Entrepreneur Immigration Workshop

MOTION R19/156

MOVED AND SECONDED

THAT the Mayor's report regarding the BC PNP Entrepreneur Immigration Workshop be received.

CARRIED

MOTION R19/157

MOVED AND SECONDED

THAT Council approve Councillor Bill Ives' attendance at the BC PNP Entrepreneur Immigration Workshop in Duncan, BC on June 11, 2019.

CARRIED

MOTION R19/158

MOVED AND SECONDED

THAT Council invite a member from Sayward Futures Society to attend.

CARRIED

c) **CEPF 2018 Evacuation Route Planning Grant & RFP**

MOTION R19/159

MOVED AND SECONDED

THAT the Mayor's report regarding the 2018 Evacuation Route Planning Grant & RFP be received.

CARRIED

MOTION R19/160

MOVED AND SECONDED

THAT the Mayor and EOC Director/Councillor Ives consult with Strathcona Regional District Protective Services Coordinator Shaun Koopman to issue an amended Request for Proposal to BC Bid for evacuation planning for the Village of Sayward.

CARRIED

MOTION R19/161

MOVED AND SECONDED

THAT a follow up report be brought to Council after the RFP closing date.

CARRIED

d) **CEPF 2019 Emergency Operations Centres Grant & RFP**

MOTION R19/162

MOVED AND SECONDED

THAT the Mayor's report regarding the 2019 Emergency Operations Centres Grant & RFP be received.

CARRIED

MOTION R19/163

MOVED AND SECONDED

THAT the Mayor, EOC Director/Councillor Ives and the CFO liaise with Protective Services Coordinator Shaun Koopman regarding evacuation training and radio communications enhancement.

CARRIED

MOTION R19/164

MOVED AND SECONDED

THAT if an RFP is required to be competed a report be brought back to Council for approval prior to any tender being issued.

CARRIED

10. Staff Reports

MOTION R19/165

MOVED AND SECONDED

THAT the following Staff Reports be received.

CARRIED

- a) Forest Fire Report – Fire Chief John Hanson
- b) Permissive Tax Exemptions 2019 – CFO

MOTION R19/166

MOVED AND SECONDED

THAT Staff be directed to advertise the tax exemption process as outlined in the Permissive Tax Exemption Report.

CARRIED

11. Old Business - None

12. Bylaws - None

13. Financial - None

14. New Business

- a) Summer Office Hours – Verbal report from Mayor

MOTION R19/167

MOVED AND SECONDED

THAT the Village Office close at noon on Fridays effective June 14 to Aug 30, 2019.

CARRIED

15. Public Question Period (maximum of 15 minutes)

Debbie Coates	Would like the village to consider a fire break above and behind MacMillan Drive.	Mayor – we will discuss this with Chief Hanson.
Gregory Sidoruk	1.) Parking issue on Spar St., what is the status? 2.) When can someone in the Village have a fire? 3.) Is the Village in the business of growing dandelions? The field at the park is causing dandelion seeds to blow into my yard and then I have to deal with them.	1.) Mayor – a ticketing bylaw that will address these issues will be brought to Council within the next 2 months. 2.) Chief Hanson – the way the bylaw is written, property owners can have a fire if it is for cooking and within a certain size. Slash burning is not allowed, however some rural lots within the municipal boundaries have been given

		an exemption and have been issued burning permits.
Jackie Lyons	Is the Village going to be putting benches in the viewing platforms on the new waterfront trail? Also, the totem poles/carvings sitting in the public works yard, do they belong to the Village and where are they going?	Mayor – the structures along the waterfront trail are interpretive centers and will have information boards soon. Contributors will be Western Forest Products, the Komox First Nation, and others.

16. In-Camera - 8:40 PM

MOTION R19/168

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 Section 90 (1)(c) of the *Community Charter* to discuss labour relations or other employee relations.

CARRIED

17. Rise and Report – In-Camera Meeting held on May 7, 2019

MOTION R19/169

MOVED AND SECONDED

THAT Council Rise and Report on the Sayward Day Care presentation by Councillor Cragg at the next Regular Meeting of Council June 4, 2019.

CARRIED

MOTION R19/170

MOVED AND SECONDED

THAT Councillor Cragg collaborate with Sayward Futures Society on this project.

CARRIED

18. Adjournment

MOTION R19/171

MOVED AND SECONDED

That the Regular Council Meeting of May 21, 2019 be adjourned.

CARRIED

The meeting was adjourned at 9:07 PM.

Mayor John MacDonald

Chief Administrative Officer

Village of Sayward

Daycare Proposal

Wesley Cragg
May, 2019

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EXECUTIVE SUMMARY

The Village of Sayward and its neighbors', The Valley of Sayward has seen a recent transformative process of a change in demographics. In 2011, when the last commissioned study was undertaken, in the Vaanstruth report, 55% of the total population of the Village of Sayward was aged 55+, contrasted to only 17% of the entire population aged 25 and under. The remaining 28% were between the ages of 26 and 54 years of age.

Although we have not yet completed a recent commissioned census showing current trends, more families are moving into the area and all evidence points towards an exodus from metropolis areas that have become financially unaffordable.

It is a given that British Columbia real estate prices will continue to stay on par, thus places like Sayward will continue to be looked at as a potential homestead community from those not only from the lower parts of Vancouver Island but also those from the Lower mainland and Fraser Valley and beyond.

As highlighted in the Vaanstruth report, for a town of our limited size, we have amazing amenities of which to build upon. We have an intergenerational recreation centre with a pool for all ages. We have a police station, a volunteer fire department with 2 stations, an ambulance station, a medical clinic and soon a brand new library! The past councils of the Village of Sayward have done very well by this community!

We have a wondrous opportunity that will add another cornerstone to our growing community. The Village of Sayward currently has a wondrous opportunity to build a new, licensed daycare facility that is currently unavailable in our community.

Then new community daycare will enhance our current amenities and provide a much bigger enticement for new families considering a move from the Lower Mainland, or South Vancouver Island, or immigrants from another country.

New population has an added benefit of growth and commerce and opportunities. It's a common business formula of, "Supply and Demand". The more people in an area create a greater demand for products and services. That demand creates business opportunities to supply those products and services.

While we can acknowledge Sayward will never grow large enough to warrant large city amenities, we can grow just big enough to get smaller retail stores like Home Hardware, IGA or Thrifty Foods, a bowling alley, coffee shops, a dentist, a credit union and other smaller amenities that will service our growing community in the decades to come.

INTRODUCTION

There is an opportunity made possible by the BC Provincial Government under a new childcare strategy entitled, "The Childcare BC New Spaces Fund".

"The Childcare BC New Spaces Fund replaces the Major Capital Funding program, which funded capital costs for new or expanded child care facilities. The New Spaces Fund will support the creation of up to 22,000 new licensed child care spaces through an investment of \$221 million over three years – the single-largest investment to improve access to child care in B.C. history."

This new spaces fund has provided the Village of Sayward with a never before chance for opportunity, to build and staff a licensed daycare facility, with up to \$1 Million dollars, at no cost to taxpayers!

A community daycare would benefit our community in the following ways:

- Would generate a greater sense of community.
- Would greatly enhance our community's inclusive atmosphere.
- Would make our Recreation Centre into a greater Community Hub.
- Would give Sayward and the surrounding areas and adjacent communities a fully licensed daycare facility with ECE designated workers, proficient in infant/toddler and special needs training.
- Would give meaningful education and employment to women and minorities within our community.
- Would give the option of choice for parents to go back to work full or part time.
- Would give meaningful employment to our construction and trades and labour within our Village and the surrounding areas, as the facility gets built.
- Would positively impact our carbon emissions with the construction of a "green" facility.
- Would enhance our "intergenerational" relationships within our community.
- Would make Sayward an attractive place to raise a family for newcomers and immigrants to our community.

I could go on and on with about 20 such examples but I suppose the bottom line to all of it is this: **It is something good for our community!**

Every community, whether big or small has energy. Positive communities promote volunteerism, good neighbours, community relations, activism, better overall health and vibrancy. This program would slingshot all of the above for our community like a rocket into space and I am truly excited about that!

DESIGN AND STRUCTURE

To maximize our grant funding under the BC New Spaces Fund, our daycare should have an infant/toddler designation.

The Provincial requirements for an infant/toddler designation must include 2 separate rooms for sleeping and/or napping. There must be one separate room for infants and one separate room for toddlers. In addition, there needs to be multiple bathrooms (1 for every 10 kids) and required outside play areas.

I am in the process of coordinating a basic design with the help of a friend, who has her ECE designation for over a decade and currently works at Parasol Kids daycare www.parasolkids.ca.

Parasol kids is a modern daycare facility in Kamloops and I will soon be in touch with the Administrator of the program, who hold a Bachelors Degree in Education as well as 2 Masters Degrees in Business management and Education. She is also a trained Montessori Teacher through Western Montessori teachers of Western Canada.

it is my hope that we can construct a good program and design that will shape exactly how many kids we can/should accommodate as well as the basic structure that we need to engineer and how many members of our community we need to put through school and in what courses (if we go with that option).

However, despite whichever version gets decided upon, a main component of every design will be based on the following criteria for a fully licensed and regulated daycare that is compatible with the BC New Spaces priority list of criteria, as listed in their program guide, Section 2-Priority Areas, which are as follows:

- Creation of licensed Infant/Toddler (0-36 month) AND/OR licensed Group Care (30 Months to school age).
- Creation of spaces by Public Sector (Sayward Futures), Local Governments (VOS), Band/Tribal Councils (Komox).
- Creation of spaces on school grounds.
- Spaces serving low income families.
- Spaces serving children that require extra support (special needs, kids with a designation, kids with a disability).
- Spaces serving indigenous communities.
- Spaces serving landed immigrants AND/OR refugees.
- Spaces serving young parents (25 years and younger).
- Spaces offered outside of core business hours (evenings, weekends, early mornings and holidays).

I have identified 4 basic locations for construction of the new daycare facility and it will be up to the council and the community to determine which version gets built.

Option 1

Place the daycare inside the school.

Pro

- The school is a place of children and learning.
- The afterschool care is in the same building, no transportation required.
- There is room available.
- The costs to transform a classroom is less.
- The school board will be inclined to approve the usage.

Con

- Riskier construction as the school board gets involved, costs could escalate.
- The daycare design may not be compatible with the rectangle classroom configuration.
- The school may increase in enrollment so much that it needs the space back, putting the Village on the hook financially for the cost of the grant.
- School children are loud and may disrupt the daycare "naptime".
- There is no side benefit to our local trades and labour workforce.

Option 2

Build a new detached building.

Pro

- New construction is less complicated than an addition or renovation.
- New construction has much less financial risk than renovations/additions to keep a project on budget (eg: a reno with asbestos discovered).
- New construction has warranties on workmanship.
- New development is a sign of progress and Village enhancement.
- Insurance and Bonds are much easier to attain on new construction.
- Build anywhere you want inside Village property.

Con

- Land is used that could be for future commercial developments.
- DCC's increase to provide sewer and water hookup.
- Does nothing to refurbish/renovate/upgrade the Kelsey Centre's building, which includes HVAC, Plumbing and Electrical.
- Will not provide the Kelsey Centre with Green Energy implementation to reduce our Carbon Footprint.
- Will not add any additional space onto the Kelsey Centre.

Option 3

Renovate the Kelsey Centre with an addition.

Pro

- Renovates and upgrades the aged HVAC, Plumbing and Electrical on the BC Governments dime (I believe the breaker kicks off when 2 stoves are running and someone starts the microwave).
- Adds a Green Energy component to the Kelsey Centre to reduce our Village's Carbon Footprint.
- Reduces our financial burden for heating, hydro, fuel and others.
- Allows the daycare kids full access to our gymnasium, (and possibly the pool) which is great in the rainy days!
- Adds another kitchen to our Kelsey Centre in an emergency situation.
- Opens up our Kelsey Centre full-time, year-round.
- Adds additional space onto the Kelsey Centre

Con

- Additions and Renovations add a negative surprise component to construction (eg: asbestos).
- Harder to get proper insurance and bonding for an addition and/or renovation project.
- Construction may disrupt the Kelsey Centre schedules.
- Additions and Renovations sometimes have leakage and/or other compatibility issues.

Option 4

Build a new semi-detached building (new building that is formally joined via walkway/tunnel/hallway) adjacent to the Kelsey Centre.

Pro

- It's still a newly constructed building.
- New construction is less complicated than an addition or renovation.
- New construction has much less financial risk than renovations/additions to keep a project on budget (eg: a reno with asbestos discovered).
- New construction has warranties on workmanship.
- New development is a sign of progress and Village enhancement.
- Insurance and Bonds are much easier to attain on new construction.
- The risk of negative surprises are only on the attached portion of the walkway/hallway.

Con

- Land is used that could be for future commercial developments.
- DCC's increase to provide sewer and water hookup.
- Does nothing to refurbish/renovate/upgrade the Kelsey Centre's building, which includes HVAC, Plumbing and Electrical.
- Will not provide the Kelsey Centre with Green Energy implementation to reduce our Carbon Footprint.
- Will not add any additional space onto the Kelsey Centre.

STAFFING

Staffing will be an initial challenge but the ultimate goal is to set up a program to employ our local Sayward residents as teachers in our new daycare program.

To achieve this goal, we will need to work with the facilitator of the BC New Spaces Fund to venture a co-operative agreement with the Ministry for Children and Families for access to their grant program entitled, "Start-Up Grant for Becoming a Licensed Child Care Facility".

The Grant Program is two-fold and along with the BC New Spaces Fund, there is deadline to apply and funding is based solely on the number of spaces being created.

- Child Care Operating Funding (CCOF)
- Child care Fee Reduction Initiative

The CCOF can be used to cover expenses related to becoming licensed such as:

- Paying fees to complete training or course work.
- Hiring replacement staff to ensure coverage while students undertake training and/or course work.
- Paying all required application fees (licensing, rezoning, etc.).
- Buying equipment for the child care facility.

LICENSING

There are 4 basic licenses for a child care facility operator.

- 1) Registered License-Not-Required (RLNR) child care provider in good standing with the local Child Care Resource and Referral (CCRR) office (someone with a membership).
The RLNR allows 2 children or a sibling group, other than the care provider's own children. Registered with the Child Care Resource & Referral Program (birth up to and including age 12)
- 2) An existing Licence-Not-Required (LNR) child care provider.
The LNR allows: 2 children or a sibling group, other than the care provider's own children (birth up to and including age 12)
- 3) An Early Childhood Educator (ECE) with a valid ECE certificate in good standing with the ECE Registry.
- 4) A Responsible Adult having completed the required 20 hours of required training.
A responsible adult is a person who is 19 years of age, has completed at least 20 hours of training, has experience working with children, and can provide care and mature guidance to children.

For our community daycare, we are only interested in those who have their ECE designation and higher. The responsible adult is a complimentary position within a daycare that allows for a greater number of children to be enrolled in the facility.

We, as the VOS or Sayward Futures Society have 2 main options for the method of training and/or employing Sayward residents. Each option has their unique Pro's and Con's.

Option 1

Submit an application as the VOS or Sayward Futures Society as a group and send a handful of students to get training under an employment contract, that requires full repayment of course fees should they drop out of the course, fail their educational requirements, get kicked out of the course and/or fail to meet the 2 year employment term of their contract.

The Ministry will send the VOS or Sayward Futures the grant funds and we in turn will allocate those funds back to the Educational facility as a group.

Pro

- We control the applicants who we send and thus the quality of applicants we wish to employ to look after children in our community.
- We have a contract of reimbursement at our disposal. So risk is somewhat mitigated.
- We have a semi-guaranteed length of employment term of 2 years for long-term stability.
- If a student reneges or fails on their contract, we can use the returned funds to send an alternate and/or replacement for training at no cost to the VOS or Sayward Futures.

Con

- A student can default from their contract by declaring bankruptcy and/or credit insolvency.

Option 2

Have any and all interested parties submit their own application to the BC Ministry and should their grant be approved, we can hire based on graduation requirements just like any other applicant for a job.

Pro

- The student controls their own destiny.
- If the student defaults on their obligations, it's between them and the BC Government.
- We have flexibility of whom we hire like any regular job posting, we don't have to hire the graduates simply because they are from Sayward.

Con

- We will not have a guarantee of employment length. The student can take their training and move and/or work in another community, leaving us scrambling for staff.
- We will not control the types of applicants that graduate. There is not many ECE certified teachers on North Island so if we have slimmer pickings on the graduates and those who are currently licensed.
- The graduates can open up their own private daycare in our community, potentially leaving Sayward on the hook for repayment of funds granted by the BC New Spaces Fund.
- If the student fails and/or drops out, the VOS or Sayward Futures will be left short-changed because we will be at the mercy of availability and interest from other, independent members of the community to apply on their own.

FUNDING

Applicants can receive:

- Up to \$4000 to become licensed family child care providers (to provide care for up to 7 children).
- Up to \$4500 to become licensed in-home multi-aged child care providers (to provide care for up to 8 children). **This stream is not applicable to the VOS or Sayward Futures, only to those who wish to operate their own, private daycare and thus if a VOS resident who wishes for this program can apply to the BC Government on their own agenda as an individual**.

GREEN ENERGY

In addition to creating a new community daycare and all of the additional benefits of local employment in trades, labour and education, it is my goal to use this opportunity to supplement this project with a “Green Energy” makeover of our Recreation Centre, should the Village residents and Council wish to go that route.

The Village has just been tasked with a Federal Carbon Credit initiative. Having new, “Green” facilities will greatly assist our Village in meeting those goals assigned to us and although it has not been determined yet, quite possibly we can become “Carbon Neutral” or “Carbon Negative” and sell our credits to neighbouring communities.

If the building is an addition onto the rec. centre or a semi-detached structure, there is a grand opportunity to enhance the entire rec. centre’s electrical, HVAC and plumbing to accommodate the new addition or semi-detached building.

If the new daycare is a detached building, then we can still integrate green energy into the design but it does nothing to help our aging Kelsey Centre.

Likewise, if the new daycare is an integration of the school, then the school board will oversee its construction on their property and the VOS and/or Sayward Futures Society has little to no control, aside from the staffing issue.

Furthermore, all generated funds from rental of the property of the daycare will supplement the school board and they alone will decide how to allocate those funds.

Should the Kelsey Centre benefit from a green make-over, we can coordinate with MLA Claire Trevena and MP Rachel Blaney for access to grant funding from British Columbia Provincial departments like the BC Municipal Climate Leadership Council (Community Energy Association), Clean BC as well as coordination and cooperation with the Federal Government programs and services like the Canadian Climate Action Fund.

I would like a whirlwind of the 3 different funding sources to combine in a perfect storm of innovation, renovation and improvisation.

IMPLEMENTATION

This is a significant undertaking. The plan is to coordinate and balance multiple government agencies of the Provincial and Federal government.

We also need to take our own community into account with collaboration and consultation.

The recommended steps I would encourage in this process are as follows:

- 1) Provide initial report to council as an "In-Camera" report for internal discussion.
- 2) Bring the initial report to the Sayward Futures for their internal discussion and evaluation.
- 3) Modify report as required from internal discussions with council and SFS.
- 4) Present completed initial report to Village residents at Regular Council.
- 5) Hold a special meeting with local trades and labour to get their input on report and recommendations.
- 6) Modify report as required from internal discussions with the trades and technical.
- 7) Present fully modified report back to Council and SFS for review and submission to the CAO.
- 8) CAO to consult engineering and provide final recommendations of report to both Council and SFS at an "In-Camera" meeting.
- 9) Adoption of final preparation of plan and completed application to all applicable branches of Government for approval.
- 10) Once funds are approved by Government, CAO to get all levels of trades and engineering to provide adequate insurance bonds (as per recommendation from Council) on project and submit copies of those bonds to council for review and examination before project is approved.
- 11) Once bonds are secured and project is adequately Risk Managed by Bonds, get shovels in the ground immediately, as agreed to in Step #5 with the local trades and labour.

CONCLUSION

As with every strategy proposed, there will be vocal opposition.

I suspect a main argument to be used by those in opposition will be a need vs want argument, whereby members of the community may advise we do not need a community daycare as there isn't a need that cannot be currently served by the various members of the community currently.

I would argue that a visionary plan is a plan that is not reactionary in nature but proactive in design.

We have done a survey in the past that yielded negative results of the need for a daycare. However, that survey is a "current" need for daycare. What about 5 years from now? 10 years? 15 years?

How much will the Village and Valley grow in that time? Will we continue to have 350 residents in the next 15 years or will we have 2000 residents? As stated in my opening, BC real estate prices will stay on par or continue to climb. That is a given. People WILL come here to settle. Progress will be made and new housing will be built.

Aside from the anticipated population increases, there is a human factor to consider. The current divorce rate in Canada is peaking at around 40%. That is sadly even high in non-married relationships.

Child custody issues, back to work issues, mental breakdown and economic collapse are all very clearly documented as a negative consequence of divorce and separation.

Today, a member of this community may be living in a happy marriage and have no need for a community daycare. What about a year from now? 2 years from now? 5 years from now?

When there is little to no option for community support in the form of a daycare or other social services, it in essence takes away the choices of the ones who need it the most.

Having a daycare and other social services greatly empowers members of our society and will thusly improve our community, not specifically for today but for tomorrow and the next 15 years down the road.

Wes Cragg C.A.I.B.
Councillor,
Village of Sayward

Lisa Clark

From: Kirby, Michelle MCF:EX <Michelle.Kirby@gov.bc.ca>
Sent: May 06, 2019 3:28 PM
To: Wes Cragg
Cc: 'Sayward Futures'; John MacDonald; Paul Carver; andrea.cragg@flightcentre.ca; SUE POULSEN; Lisa Clark
Subject: RE: BC New Childcare Spaces Fund

Thanks Wes! Hoping your Council is supportive.

I'll be up in Williams Lake on Wednesday, so in and out of meetings/presenting, but happy to take a call if I am free.

Thanks,

Michelle

From: Wes Cragg [mailto:wes.cragg@saywardvalley.ca]
Sent: Monday, May 6, 2019 3:24 PM
To: Kirby, Michelle MCF:EX
Cc: 'Sayward Futures'; John MacDonald; Paul Carver; andrea.cragg@flightcentre.ca; SUE POULSEN; Lisa Clark
Subject: Re: BC New Childcare Spaces Fund

Welcome back Michelle,

I hope it was a good visit with your family. :)

I have completed my preliminary report to Council on the BC New Spaces Fund and will submit it at our next council meeting on Tuesday as a late item to our agenda.

I wholeheartedly expect good things to come from the Council and I will give you a shout on Wednesday morning with what I hope will be good news!

I really appreciate the information contained in your e-mail as well as the ECEBC Bursery Program link. I saw that from my research but its great that the rest of the Council and the SFS Executive can click on it and gain valuable information as well. Your information will really help with the meeting!

All the best,

Wes Cragg
Councillor,
Village of Sayward

From: Kirby, Michelle MCF:EX <Michelle.Kirby@gov.bc.ca>
Sent: Thursday, May 2, 2019 12:41 PM
To: Wes Cragg

Cc: 'Sayward Futures'; John MacDonald; Paul Carver; andrea.cragg@flightcentre.ca; SUE POULSEN; Lisa Clark
Subject: RE: BC New Childcare Spaces Fund

Hi Wes,
I'm back in the office today, so happy to chat today or tomorrow if you're available.

The [Childcare BC New Spaces Fund](#) prioritizes local government, school districts, and First Nations to help us reach our goal of building 22,000 child care spaces across BC.

As you're aware, the highlights of the funding program:

- Unprecedented 100% provincial funding program – no need for matching funds from the local government
- Up to \$1 million per facility for public-sector applicants – requires a 15 year commitment to operate child care
- Application process for the Childcare BC New Spaces Fund is open continuously - no arbitrary deadline, so apply when you're ready

Here's the link to the [Childcare BC New Spaces Fund Guidelines](#), and here's the list of eligible costs under the program:

Eligible project costs for the New Spaces Fund include:

Direct costs related to development and implementation of the project.

- Consulting services, including:
 - Project management;
 - Design/engineering costs;
 - Business planning development; and
 - Project-related professional fees (e.g. architectural)
- Infrastructure costs (e.g. water/sewer/road/sidewalk)
- Feasibility studies related directly to the project
- GST and PST
- Training activities as part of the eligible project or to support the project (i.e. WHMIS, Food Safe, First Aid etc. if applicable)
- Capital purchases that are essential to project implementation, including:
 - Office equipment;
 - New or updated software/technology required to run child care operations;
 - Large appliances (e.g. fridge, stove, dishwasher etc.)
 - Furniture and equipment (e.g. change tables, strollers, room dividers)
 - Buses, vans (transport for childcare purposes)
 - Fixtures and equipment required by fire regulations (e.g. fire alarms, exit signs, fire extinguishers)
 - Permanently installed equipment (e.g. whiteboards/bulletin boards, cubbies, lighting fixtures, washrooms dividers)
 - Large educational materials (e.g. sand/water tables, art easels)
 - Dramatic play furniture (e.g. activity tables, Indigenous drums/drumming logs, child-size sink/stove/fridge/work bench)
 - Housewares (e.g. pots/pans, dishes, flatware, brooms, garbage cans, diaper disposal units)
 - Indoor play structures (e.g. climbers, tunnels, mats, cushions)
 - Permanent outdoor equipment (e.g. fencing, covered entrance, outdoor playground prep)
 - Outdoor play equipment (e.g. nature-based landscaping, climbers, basketball hoop, wheeled toys)
 - Accessibility equipment (e.g. wheelchair ramps, lifts, accessible playground equipment, automated doors, modified bathroom equipment)
- Equipment or other capital costs where no building, renovation, or site development costs were incurred, if the equipment is required in order to:
 - Allow the facility to become licensed under the Community Care and Assisted Living Act and the Child Care Licensing Regulation;
 - Allow the facility to become operational; or

- Create new spaces in an existing facility, and ensure those new spaces are compliant with the Community Care and Assisted Living Act and the Child Care Licensing Regulation.

Please share the [ECEBC Bursary program](#) with anyone in your community that might be interested. It offers up to \$4000/semester for new students, and \$5000/semester for ECE Assistants, Responsible Adults, and Early Childhood Educators who want to upgrade their certifications. Encourage anyone that you think might be a good fit to look into this funding, so you have good qualified staff in your community, if and when it comes time to expand into full time child care.

Let me know if you need any other information, or you'd like to talk over any aspects of the funding or application process.

Thanks,

Michelle Kirby

Senior Manager, Partnerships and Engagement
Child Care Capital and Community Services
Early Years and Inclusion Division
Ministry of Children and Family Development
Michelle.Kirby@gov.bc.ca
Office: 778-698-2215
Mobile: 250-896-0172

From: Wes Cragg [mailto:wes.cragg@saywardvalley.ca]

Sent: Friday, April 26, 2019 12:33 PM

To: Kirby, Michelle MCF:EX

Cc: 'Sayward Futures'; John MacDonald; Paul Carver; andrea.cragg@flightcentre.ca; SUE POULSEN; Lisa Clark

Subject: BC New Childcare Spaces Fund

Good morning Michelle,

On behalf of the Village of Sayward Council, I would like to extend my warm thanks for your presentation on the BC New Childcare Spaces Fund.

I found your presentation to be most illuminating and it gave me a great deal to take back to our Village council for digestion.

With respect, the Mayor and I have spoken about how best to proceed and we have decided that I take the lead on this project and create a business case model for council consideration.

I understand that you and my wife have spoken on the phone and had a wonderful conversation with each other, which is fantastic news. My wife is a Board Member of the Sayward Futures Society and at this juncture, the Mayor and I feel that it would be beneficial to bring them into the fold on this as it will affect both the Village of Sayward and The Sayward Valley and surrounding areas.

The Sayward Futures Society is a not-for-profit organization whose mission is to work in harmony with others to create a sound economic and positive social environment within the Sayward Valley and the Village of Sayward.

Sayward Futures operates the Wharf at Kelsey Bay (including the Sayward Tourist Center, Ocean View Gifts, and Al's Room). It also sponsors Canada Day celebrations and operates as an umbrella organization for other area groups, including the Kusam Klimb and Citizens on Patrol.

Sue Poulsen is the Board Chair of the SFS and as stated, my wife Andi Cragg is a Board Member.

Their website address is as follows:

<http://saywardfutures.ca/>

Like a few of your excellent examples of the work your agency has done in Vanderhoof (with generous aid from Integris Credit Union, Northern Development Initiative Fund, and the District of Vanderhoof) and other smaller communities, Sayward's ability to benefit from your program simply cannot be overstated.

A community daycare would benefit our community in the following ways:

- 1) Would generate a greater sense of community.
- 2) Would greatly enhance our community's inclusive atmosphere.
- 3) Would make our Recreation Centre into a greater Community Hub.
- 4) Would give Sayward and the surrounding areas and adjacent communities like Woss a fully licensed daycare facility with ECE designated workers, proficient in infant/toddler and special needs training.
- 5) Would give meaningful education and employment to women and minorities within our community.
- 6) Would give the option of choice for parents to go back to work full or part time.
- 7) Would give meaningful employment to our construction and trades and labour within our Village and the surrounding areas, as the facility gets built.
- 8) Would positively impact our carbon emissions with the construction of a "green" facility.

I could go on and on with about 20 such examples but i suppose the bottom line to all of it is this:

Its something good for our community!

Every community, whether big or small has energy. Positive communities promote volunteerism, good neighbours, community relations, activism, better overall health and vibrancy. This program would slingshot all of the above for our community like a rocket into space and I am truly excited about that!

In the coming few days, I will be presenting the Council and Sayward futures a few options for going forward and we will have a discussion on those options. I am a person who likes detailed plan's with back-up plans and back-up to those back-up's, using sound Risk Management strategy and thus I will be busy formulating my ideas for consideration.

No matter which choice we will decide to go with, a major focus will be on utilizing "green" resources and energy. In this regard, I am hoping that I can coordinate your department with other BC provincial departments like the BC Municipal Climate Leadership Council (Community Energy Association), Clean BC as well as coordination with the Federal Government programs and services like the Canadian Climate Action Fund.

Sayward has good relations with our MLA, Claire Trevena, as well as our MP, Rachael Blaney and I am certain their offices will help us coordinate access and cooperation within various departments, should that ever become an issue--which I sincerely don't think it will. Green energy is a good thing and I believe we all accept and understand that concept.

Once again, on behalf of The Village of Sayward and the Sayward Futures Society, I am very pleased to make your acquaintance and eagerly look forward to working with you.

Best Regards,

Wes Cragg
Councillor,
Village of Sayward



STAFF REPORT

MAYOR AND COUNCIL
VILLAGE OF SAYWARD

FROM: Lisa Clark, CFO
RE: 2019 Water Restrictions

BACKGROUND

The Village of Sayward water supply has experienced very low water levels during the last several summers. As a result, summer water restrictions are normally put in place early in the summer to alleviate the pressure on our water supply. Due to very low snow pack levels in the surrounding mountains, Staff is anticipating that the water levels again will be extremely low this summer.

DISCUSSION

Water restrictions during the summer months is now a common practice for most municipalities. Conserving water not only benefits our natural ecosystems but also helps reduce peak demands on the water distribution system, thus reducing operating costs. Water use regulations are necessary to maintain adequate water levels and pressure to all residents of the Village.

Staff is recommending implementing water restrictions beginning June 15, 2019. Authority to restrict water usage is set out in Water Regulation Bylaw No. 391. These water restrictions would apply to all outdoor watering activities including lawn sprinkling, watering of gardens, trees and shrubs as well as washing parking lots, driveways, automobiles, boats etc.

Staff believes the following restrictions are necessary to ensure all users have adequate water during the summer and that sufficient reserve supplies are available should they be required for emergency firefighting purposes.

The following water restrictions would be put in place effective from June 15, 2019 to September 30, 2019;

- 1.) No watering between 10:00 am and 4:00 pm.
- 2.) Residences with address numbers ending in an even number (e.g. 110 Dyer Dr.) would be permitted to water on even days of the month (June 20, 24, 26, etc.).

3.) Residences with address numbers ending in an odd number (e.g. 111 Dyer Dr.) would be permitted to water on odd days of the month (June 21, 23, 25, etc.).

4.) These restrictions would include the washing of parking lots, driveways, automobiles, boats etc. and such activities would only be permitted on the resident's designated days before 10:00 am and after 4:00 pm.

STAFF RECOMMENDATIONS

THAT Council receives the CFO's report on 2019 Water Restrictions, and

THAT Staff be directed to implement water restrictions as outlined in the Staff Report effective June 15, 2019.

Respectfully submitted,

Lisa Clark, CFO