



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING AGENDA
March 24, 2026 - 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. Public Input (Maximum of 2 minutes per speaker, 15 minutes total)

Mayor: "Public input is for the purpose of permitting people in the gallery to provide feedback and shall be no longer than 15 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. Each speaker may not speak for 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. Introduction of Late Items

4. Approval of Agenda

Recommended Resolution:

THAT the agenda for the Regular Meeting of Council for **March 24, 2026**, be approved [as presented **or** as amended].

5. Minutes of Previous Meetings

Recommended Resolutions:

a) THAT the minutes from the **Regular Council Meeting** held on **February 24, 2026**, be adopted [as presented **or** as amended].

b) THAT the minutes from the **Committee of the Whole Meeting** held on **March 17, 2026**, be adopted [as presented **or** as amended].

6. Petitions and Delegations – None

7. Correspondence

- a) City of Abbotsford letter to UBCM Member Municipalities Request for Support - 2026 Proposed UBCM Resolutions – dated March 3, 2026
 - i. City of Abbotsford 2026 Proposed Resolution – Engagement on Pipeline Valuation Changes
 - ii. City of Abbotsford 2026 Proposed Resolution – Exempting Local Governments from Expanded Provincial Sales Tax
- b) Ministry of Indigenous Relations and Reconciliation letter regarding – Upcoming Treaty Implementation Legislation and Ratification of the K'omoks Treaty – dated March 4, 2026
- c) BC Council of Forest Industries letter to Mayor Baker titled – Forestry is a solution for BC, for Canada dated February 26, 2026

8. Council Reports – None

9. Reports of Committees – None

10. Mayor's Report – None

11. Unfinished Business

12. Staff Reports

- a) Proposed Amendments to Village of Sayward Zoning Bylaw No. 309, 2000
 - i. Report to Council titled Proposed Amendments to Village of Sayward Zoning Bylaw No. 309, 2000

Recommended Resolution/s

1. THAT Council:
 - a. Gives first and second readings to Village of Sayward Zoning Bylaw, 2000, Bylaw No. 309, Amendment No. 521; and
 - b. Directs staff to schedule a public hearing for Village of Sayward Zoning Bylaw, 2000, Bylaw No. 309, Amendment No. 521.

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

14. Bylaws – None

15. New Business – None

16. 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.”

17. 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:

- a) 90(1)(c) labour relations or other employee relations;
- b) 90(1)(d) the security of the property of the municipality;
- c) 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- d) 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- e) 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- f) 90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

18. Adjournment

- a) **THAT the Village of Sayward Council adjourns its March 24, 2026 Regular Meeting.**

Time: _____ .



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
February 24, 2026
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 Debbie Coates
Councillor Jason Johnson
Councillor Sue Poulsen

In Attendance: Andrew Young, CAO/CO
Jennifer Redshaw, Office Administrator

1. Call to Order

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

2. Public Input

- a) Lee Ettinger of 220 Sayward Heights inquired what the line item on the proposed budget of General Investment Income consists of.

CAO Young replied that he believes it is interest income and that he would look into it further.

3. Introduction of Late Items

Mayor Baker requested a Mayors Report be added to the agenda, and that it be moved to appear before Minutes of Previous Meetings.

MOTION R26/37

MOVED AND SECONDED

THAT a Mayor's Report be added to the agenda prior to the Minutes of Previous Meetings.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

4. Approval of Agenda

MOTION R26/38

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for **February 24, 2026**, be approved as amended.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

5. Mayors Report

Mayor Baker’s report focused on a CHEK News story about the Village of Sayward that was broadcast on February 22, 2026. Mayor Baker asked Councillor Burchett a series of questions about the broadcast which the Councillor declined to answer. The Mayor then stated – in his opinion – that Councillor Burchett’s actions were in violation of the Council Code of Conduct. For reference, the questions that Mayor Baker asked Councillor Burchett follow:

- a) Councillor Burchett, did you seek authorization from Village of Sayward Council to speak to CHEK News reporters before you made statements to CHEK News on Thursday, February 19, 2026?
- b) Councillor Burchett, did you inform CHEK News reporter, Kendall Hanson, or anyone at CHEK News that the purpose for the sought financial forensic audit by the Ministry of Housing and Municipal Affairs is to “uncover if there’s been fraud, embezzlement, or other financial misconduct for potential use in legal proceedings”?
- c) Councillor Burchett, did you review the current Council Code of Conduct before you spoke to Kendall Hanson or anyone at CHEK News before you made statements to CHEK News on Thursday, February 19, 2026? In particular, did you review Sections 26, 14 (and Section 3(1) and 8(5) of Appendix “A”), and Section 13(b)(v) of the current Council Code of Conduct?

MOTION R26/39

MOVED AND SECONDED

THAT Council receives the Mayors Report.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

6. Minutes of Previous Meetings

MOTION R26/40

MOVED AND SECONDED

THAT the minutes from the **Regular Council Meeting** held on **January 27, 2026**, be adopted as presented.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION R26/41

MOVED AND SECONDED

THAT the minutes from the **Regular Council Meeting** held on **February 10, 2026**, be adopted as presented.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION R26/42

MOVED AND SECONDED

THAT the minutes from the **Committee of the Whole Meeting** held on **February 17, 2026**, be adopted as presented.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

7. Petitions and Delegations – None

8. Correspondence – None

9. Council Reports – None

10. Reports of Committees – None

11. Unfinished Business - None

12. Staff Reports

a) 2026 Local Government Elections

MOTION R26/43

MOVED AND SECONDED

1. THAT Andrew Young, CAO, be appointed Chief Election Officer for the 2026 Local Government Election, with power to appoint other election officials as required for the administration and conduct of the 2026 Local Government Election pursuant to Section 58 of the Local Government Act; and,
2. THAT Jennifer Redshaw, Office Administrator, be appointed Deputy Chief Election Officer for the 2026 Local Government Election.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

b) Sayward Official Community Plan – Potential Project

MOTION R26/44

MOVED AND SECONDED

THAT the Sayward Official Community Plan (OCP) – Potential Project be tabled; and,
THAT staff confirm the timelines of the Housing Initiatives Grant and whether it can be re-scoped to allow for an OCP comprehensive review; and,
THAT staff obtain another quote from a second consultant; and,
THAT staff reports on what stage of completion the draft OCP is in and how much money has been spent so far.

Opposed Cllr Johnson

CARRIED

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

14. Bylaws – None

15. New Business - None

16. Public Question Period

- a) Milena Gradisar 261 Ambleside commented that Mayor Baker had an issue with a recent CHEK News media interview. Ms. Gradisar inquired whether she needed permission prior to speaking with the media.
- b) Lee Ettinger, 220 Sayward Heights, agreed that the OCP review discussion should be delayed, and she believes that the OCP review puts the cart before the horse since there may not even be a village to have an OCP in the future. Ms. Ettinger believes that the grant money could be better spent on local housing initiatives rather than academic reports.
- c) Melissa Holmes of 611 MacMillan Drive wanted it noted that she was not removed from the council meeting on February 17, 2026. She said that the mayor did not ask her to leave the meeting but that she left on her own accord.
- d) Milena Gradisar of 261 Ambleside stated that there is a rumor in the community that one councillor is responsible for \$140,000 to \$280,000 in legal expenses, and if this is incorrect information it should be straightened out.
- e) Lee Ettinger of 220 Sayward Heights inquired if the public is allowed to know who on council voted to keep the financial details of legal costs in-camera.

CAO Young responded that Council members and staff are not permitted to discuss in-camera matters unless authorized to do so by Council resolution.

17. In Camera

MOTION R26/45

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:

- a) 90(1)(c) labour relations or other employee relations.
- b) 90(1)(d) the security of the property of the municipality;
- c) 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- d) 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- e) 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];
- f) 90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting;

Opposed Cllr Burchett

CARRIED

Mayor Baker called a recess at 8:05 pm.

Mayor Baker recalled the meeting to order at 8:19 pm.

18. Adjournment

MOTION R26/46

MOVED AND SECONDED

THAT the Village of Sayward Council adjourns its February 24, 2026 Regular Meeting.

CARRIED

Time: 10:21 pm

Mayor

Corporate Officer



**VILLAGE OF SAYWARD
COMMITTEE OF THE WHOLE MEETING MINUTES
March 17, 2026
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 Debbie Coates
Councillor Jason Johnson
Councillor Sue Poulsen

In Attendance: Andrew Young, CAO/CO
Jennifer Redshaw, Office Administrator
Jeannie Bradburne, Financial Consultant

1. Call to Order

The meeting was called to order at 6:02pm.

2. Public Input

- a) Lee Ettinger of 220 Sayward Heights distributed to Mayor and Council, CAO Young and the gallery a document demanding immediate certification of the number of electors in the Village of Sayward.

CAO Young responded by reading aloud recent email correspondence received on this topic and the Village of Sayward's response on the same.

3. Introduction of Late Items

Cllr Burchett requested that the distributed letter and the email correspondence read by CAO Young be added to the agenda as correspondence.

MOTION C26/3

MOVED AND SECONDED

THAT Council receives the letter and emails as correspondence.

CARRIED

4. Approval of Agenda

MOTION C26/4

MOVED AND SECONDED

THAT the agenda for the Committee of the Whole Meeting of Council for March 17, 2026, be approved as amended.

CARRIED

5. Petitions and Delegation – None

6. Correspondence

- a) Letter from Lee Ettinger RE: Formal Notice: Statutory Failure & Demand for Certification
- b) Email from Jessica Bennett & response from CAO Young RE: FORMAL DEMAND: Inspection of List of Electors – Section 72, Local Government Act

7. Council Reports – None

8. Reports of Committees – None

9. Mayor’s Report – None

10. Unfinished Business – None

11. Staff Reports

a) Draft Financial Plan 2026-2030 – Version 2

MOTION C26/5

MOVED AND SECONDED

THAT the Kelsey Centre Phone and the Admin Fax be cancelled and removed from the 2026 budget.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION C26/6

MOVED AND SECONDED

THAT the legal budget be reduced to \$25,000 with a requirement of each additional \$10,000 be brought before council prior to any expenditure.

Opposed Mayor Baker, Cllr Coates, Cllr Johnson

DEFEATED

MOTION C26/7

MOVED AND SECONDED

THAT Council Tavel & Education budget be reduced to \$12,000; and,

THAT no conferences be attended with the exception of the newly elected officials conference after the next election.

Opposed Cllr Burchett

CARRIED

MOTION C26/8

MOVED AND SECONDED

THAT the Admin Recruitment/HR budget be reduced to \$15,000.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

MOTION C26/9

MOVED AND SECONDED

THAT the Park Bench revenue and expense lines be removed from the budget.

CARRIED

MOTION C26/10

MOVED AND SECONDED

THAT staff get an update from the Sayward Community Health Society regarding the return of a nurse practitioner.

Opposed Cllr Poulsen

CARRIED

MOTION C26/11

MOVED AND SECONDED

THAT Council receives the updated Draft Financial Plan 2026–2030 for information, discussion, and input.

CARRIED

MOTION C26/12

MOVED AND SECONDED

THAT Council refers the updated Draft Financial Plan for 2026-2030 to a Committee of the Whole meeting scheduled for March 31, 2026 for final review by Council and further public input.

CARRIED

MOTION C26/13

MOVED AND SECONDED

THAT Council directs that Village staff and the Financial Consultant prepare a financial analysis to provide more detailed information about the potential implications of dissolving the Village of Sayward, including projections of taxation impacts, service costs, and administrative charges under a regional district governance model with the intent of providing that information to Sayward Council and to Sayward’s residents and property owners.

CARRIED

12. New Business - None

13. Public Question Period

- a) Milena Gradisar of 261 Ambleside inquired why properties in the Strathcona Regional District pay a 1.4-1.49% provincial admin fee on their property taxes when the financial consultant said the province would charge 5.25%.

Ms. Bradburne confirmed that the Province of British Columbia charges a 5.25% administration fee on the property taxes collected from all properties in BC that are located in unincorporated areas (e.g., rural areas in regional districts).

- b) Lee Ettinger of 220 Sayward Heights asked how it is that so many unincorporated communities in BC manage to exist and thrive without having a municipal council.
- c) Maureen Haslehurst of 520 MacMillan Drive asked if the village were to sell a piece of property could the proceeds of the sale go into municipal revenue?

Ms. Bradburne explained that the proceeds from the land sale would need to be put into a land reserve account or a capital reserve account for future use (this is the normal situation). Ms. Bradburne also explained that if the property to be sold provided access to a body of water, then the future use of the proceeds from the sale of the property

must be placed into a restricted reserve fund to ensure the funds are used to provide continued public access to the body of water.

Ms. Haslehurst requested that the council publish the portion of the Financial Plan report about disincorporation in the Sayward News to make that perspective available to everyone in the Village of Sayward.

- d) Lee Ettinger of 220 Sayward Heights commented that the Sayward Clinic is not a VIHA (Vancouver Island Health Authority) clinic but does have to follow VIHA mandates. Ms. Ettinger said that if the village came under the jurisdiction of the regional district, we may not have a clinic at all, or if we did, it would strictly be under VIHA's jurisdiction, and they would ensure it was staffed appropriately.
- e) Milena Gradisar of 234 Ambleside suggested that now is not the time to undertake a water meter project due to the leaks in the system.
- f) Maureen Haslehurst of 520 MacMillan Drive voiced her concerns with the dissolution of the Village of Sayward petition, including how signatures are vetted, what the benchmark number of required signatures is, what defines a qualifying signature, and if the petition would be considered by the regional district and the province at all since the first level of government has been circumvented. Ms Haslehurst also mentioned that representatives of the dissolution group have provided incorrect information to the public and used aggressive scare tactics with residents to obtain signatures.
- g) Irene Callaghan of 230 Kelsey Way said that she met with CAO Young regarding her sewer problems and that there was to be money set aside for regular sewer flushing. She is concerned that this plan will not continue once CAO Young is no longer with the village.
- h) Milena Gradisar of 261 Ambleside said that she was the aggressive person that Ms. Haslehurst was referring to. She said that the \$891,000 line of credit is in everyone's name and wished to know how much had been used to date.

CAO Young confirmed that none of the funds referred to by Ms. Gradisar have been used to date.

14. In Camera – None

15. Adjournment

MOTION C26/14

MOVED AND SECONDED

THAT the Village of Sayward Council adjourns its March 17, 2026 Committee of the Whole Meeting.

CARRIED

Time: 7:55pm.

Mayor

Corporate Officer



Mayor
Ross Siemens

Councillors
Les Barkman
Kelly Chahal
Patricia Driessen
Simon Gibson
Dave Loewen
Patricia Ross
Dave Sidhu
Mark Warkentin

March 3, 2026

File: 0530-003/0400-60

Via Email

UBCM Member Municipalities and Regional Districts

Dear UBCM Members:

Re: Request for Support – 2026 Proposed UBCM Resolutions

I am writing on behalf of Abbotsford City Council to respectfully request your favourable consideration and support for two proposed UBCM resolutions that will be brought forward for consideration at the 2026 Lower Mainland Local Government Association (LMLGA) Convention, in advance of the UBCM Convention.

At a recent Council meeting, Abbotsford City Council approved the submission of the following proposed resolutions:

1. Engagement on Pipeline Valuation Changes
2. Exempting Local Governments from Expanded Provincial Sales Tax Requirements

Both resolutions speak to issues of province-wide significance and reflect growing concerns shared by local governments and regional districts across British Columbia regarding financial sustainability, predictability, and intergovernmental fairness.

The first resolution calls on the Province to ensure that any future changes to the valuation methodology for gathering and transmission pipelines, or other major regulated utility properties, are preceded by a robust and transparent engagement process with local governments and regional districts, through UBCM. Stable and predictable assessment practices are essential for long-term financial planning, and changes of this magnitude have the potential to significantly affect taxation equity and local government budgets across the province.

The second resolution addresses the expanded application of the Provincial Sales Tax (PST) to professional and related services relied upon by local governments to deliver essential infrastructure and community services. As public-sector entities with limited revenue tools, local governments are already facing significant cost pressures. The application of expanded PST requirements represents a cost shift within the public sector that further constrains local government fiscal capacity without increasing service value.

Abbotsford believes these resolutions align with shared interests across local governments in advocating for meaningful consultation, fiscal fairness, and sustainable service delivery. We respectfully request your support for these resolutions as they move forward through the UBCM resolution process.

Thank you for your continued collaboration and leadership. We appreciate your consideration and look forward to working together on these important matters.

Sincerely,

A handwritten signature in black ink that reads "Ross Siemens". The signature is written in a cursive, flowing style.

Ross Siemens
Mayor

cc: Council members
Peter Sparanese, City Manager

Attachments:

- 2026 Proposed Resolution – Engagement on Pipeline Valuation Changes
- 2026 Proposed Resolution – Exempting Local Governments from Expanded Provincial Sales Tax Requirements



**ENGAGEMENT ON PIPELINE
VALUATION CHANGES**

City of Abbotsford

WHEREAS in December 2025, the Province directed BC Assessment to postpone implementation of significant changes to the valuation methodology for Gathering and Transmission Pipelines, which would have resulted in substantial shifts in the tax burden from pipeline operators to residential and business property classes, creating financial impacts for local governments, and;

AND WHEREAS local governments rely on stable, predictable assessment practices for long-term financial planning, and any future changes to regulated rate property valuation methodologies (particularly within the Utilities Tax Class), will have province-wide implications for local government taxation, budgeting, and equity among property classes;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Province of British Columbia to direct BC Assessment to undertake a robust and fulsome engagement process with local governments and regional districts, through UBCM, prior to advancing any future changes to the valuation methodology for Gathering and Transmission Pipelines or other major regulated utility properties, including sufficient notice, clear disclosure of financial impacts, and opportunities for local government input before decisions are finalized.



**EXEMPTING LOCAL GOVERNMENTS FROM
EXPANDED PROVINCIAL SALES TAX**

City of Abbotsford

WHEREAS the Government of British Columbia's 2026 Budget expands the application of the Provincial Sales Tax (PST) to a broader range of services, including professional services such as engineering, architectural, and related advisory services that are routinely required by local governments to deliver core infrastructure and services;

AND WHEREAS local governments have limited revenue tools and are already facing significant financial pressures related to infrastructure renewal, climate adaptation, housing delivery, and regulatory compliance, and unmitigated application of the expanded PST further constrains local government fiscal capacity;

AND WHEREAS local governments are public-sector entities that deliver provincially mandated and community-essential services, and the application of PST to local government purchases represents a cost shift within the public sector that does not increase service value but places additional pressure on local government operating and capital budgets;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Government of British Columbia to exempt or eliminate the impact to local governments from the application of the expanded Provincial Sales Tax requirements introduced in the 2026 Budget, including PST applied to professional and related services, to avoid intergovernmental cost downloading and to protect local government financial sustainability and local affordability.



March 04, 2026

Ref. 66709

Village of Sayward
652 H'Kusam Way
Sayward BC V0N 1A0

RE: Upcoming Treaty Implementation Legislation and Ratification of the K'ómoks Treaty

To Whom it May Concern:

As a follow up to our previous 2018 and 2022 engagement, I am writing to advise that the Province now intends to introduce Implementation Legislation in Spring 2026 as the next part of the ratification process for the K'ómoks Treaty. As there are still several more steps in the ratification process, the Effective Date of the K'ómoks Treaty has not yet been determined, and typically the parties take several years to prepare for the full implementation of a treaty.

In our past meetings, we have provided comprehensive overviews of the K'ómoks Treaty. The most recent version of the K'ómoks Treaty and Appendices, which includes maps of future K'ómoks Lands and K'ómoks interests in the Sayward area, can be found at the following links:

- https://engage.gov.bc.ca/app/uploads/sites/121/2024/12/Komoks-Treaty_Ratification-Version.pdf
- https://engage.gov.bc.ca/app/uploads/sites/121/2024/12/Komoks-Appendices_Ratification-Version.pdf

Please note that these documents will be updated and published online as BC approaches the introduction of Implementation Legislation.

Thank you for your continued engagement in this process. If you would like to meet or if have any questions, please contact Justin Fritz (Negotiator, MIRR) at Justin.Fritz@gov.bc.ca.

Sincerely,

Ministry of Indigenous Relations
and Reconciliation

Mailing Address:
Box 9100 Stn Prov Govt
Victoria BC V8W 9B1

Website: www.gov.bc.ca/irr



Sarah Cavanagh
Senior Negotiator
Ministry of Indigenous Relations and Reconciliation

CC: Marie-Luise Ermisch, Federal Negotiator - Marie-Luise.Ermisch@rcaanc-cirnac.gc.ca

bcc: Jessica Jamieson, Negotiations Analyst, MIRR

February 26, 2026



Re: Request for Official Endorsement of “Forestry is a Solution”

Dear Mayor Baker,

On behalf of a coalition of forest sector organizations, I am requesting that the Village of Sayward endorse the **Forestry is a Solution** initiative by way of council motion, demonstrating community support for forestry across British Columbia.

Launched on January 20, 2026, at the BC Natural Resources Forum in Prince George, this province-wide initiative is led by a broad coalition of community leaders, workers, and industry advocates. Our goal is to demonstrate the deep public support for British Columbia’s forest sector and ensure it remains a strategic asset for the future of our province.

Why This Matters to Our Community

For many communities across British Columbia, forestry is more than an industry—it is a cornerstone of your economic resilience. However, the sector currently faces significant headwinds from global competition, challenging operating conditions, and damaging U.S. trade actions. We believe that by working together, we can show the provincial government that forestry provides the solutions for BC’s most urgent challenges, including:

- **Building affordable housing** by providing renewable, low-carbon materials.
- **Reducing wildfire risks** through active, professional forest management in our backyards.
- **Supporting family-sustaining jobs** for skilled workers in the bush, at the mills, and in the office.
- **Contributing revenues and services** that fund our local schools, hospitals, and public services.
- **Storing carbon** in every beam and board, helping cut building emissions.



Request for Action

The **Forestry is a Solution** initiative outlines four key priorities for immediate government action to strengthen the sector:

1. **Speed up access to economic wood** by expediting permits and approvals for greater predictability.
2. **Improve competitiveness and cost certainty** by reducing administrative and regulatory burdens.
3. **Fix BC Timber Sales** to ensure a reliable and competitive supply of logs for mills and secondary manufacturing.
4. **Support First Nations partnerships** with the capacity and tools to expedite referrals and increase revenue sharing.

Request to Council

We respectfully request that Council consider a motion to:

1. **Officially endorse** the “Forestry is a Solution” campaign.
2. **Encourage community members** to visit forestryisasolution.com to sign the petition and send a letter to their MLA, the Minister of Forests, the Premier, and the Official Opposition Forests Critic.
3. **Support staff** to share information about Forestry is a Solution through your community’s official communication channels.

Our collective goal is to reach **5,000** signatures to demonstrate support for the government to take these practical steps. When our forests and forest sector thrive, our communities remain strong.

Thank you for your leadership and for your continued support of the workers and families who depend on BC forestry. We would be pleased to provide a brief presentation to Council on this initiative at your earliest convenience.



Sincerely,

A handwritten signature in blue ink, appearing to read "Kim Haakstad".

Kim Haakstad

President & CEO, BC Council of Forest Industries

On behalf of coalition partners:

- BC Council of Forest Industries (COFI)
- Truck Loggers Association (TLA)
- Alliance of Resource Communities (ARC)
- ResourceWorks
- Interior Logging Association (ILA)
- Interior Forest Labour Relations Association (IFLRA)
- BC Pulp and Paper Coalition
- Private Forest Landowners Association (PFLA)
- Woodlots BC
- Council on Northern Interior Forest Employment Relations (Conifer)
- North West Loggers Association
- Independent Lumber Manufacturer's Association (ILMA)

Enclosed

- Forestry is a Solution Platform

Forestry is a solution for BC, for Canada.

- + Supports people.
- + Strengthens communities.
- + Builds economic resilience.

British Columbia's forest sector can help protect jobs, strengthen communities, and build a stronger BC and Canada. At a time of global uncertainty and damaging U.S. duties and tariffs we need a made-in-BC solution.

BC has the forests, the workers, and the expertise. Let's work together for BC.

Take Action > Learn More >



Take Action:
Support a made-in-BC economic solution

Do you support BC forestry? Take one or all of these steps:

Step 1: Sign the petition

Sign [this petition](#) and stand with neighbours and friends to support BC forestry.

Sign Petition

Powered by spark*activation

Step 2: Send the letter

Politicians need to hear from you. Send [this letter](#) to your MLA and the BC Government.


Send Letter


Travis Joern (joern@cofi.org) is signed in


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Step 3: Share the campaign

Let's bring BC together on this issue. Share with your networks!

Share on: 

Share on: 

Share on: 

Share on: 

The Problems

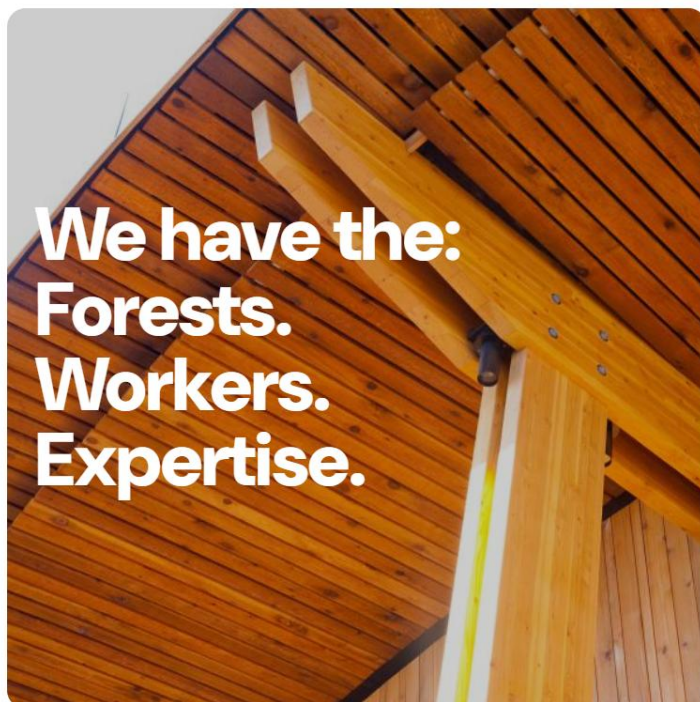
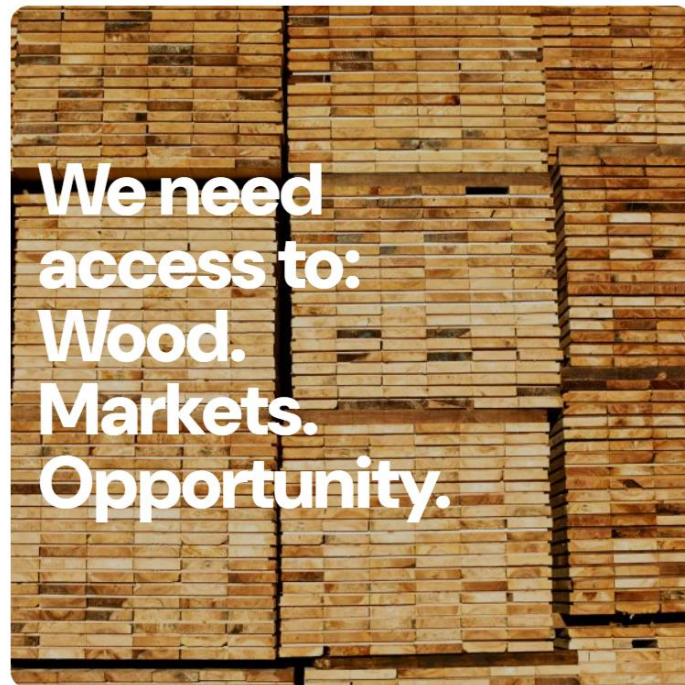
British Columbia's forest sector is operating in a difficult global environment:

- Global competition is increasing
- Conditions in BC limit the full potential
- U.S. trade actions hurt Canadian wood producers

Yet despite these headwinds, forestry remains one of BC's greatest economic opportunities.

This is a moment to focus on homegrown solutions that create value here in British Columbia.

Take Action >



The Opportunity

British Columbia has the timber to support a healthy and sustainable forest sector. Ready to harvest and fire-damaged timber is available – and demand for Canadian wood remains strong. The opportunity is clear:

Get wood moving efficiently through the value chain from the forest to the mill to your home

This will:

- Keep people working
- Offset economic damage from U.S. trade actions
- Create more value and increase secondary manufacturing jobs
- Strengthen economic security

This is about using harvest ready timber better and faster.

Take Action >

Let's work together for BC

What needs to happen:

1. Speed up access to economic wood

Expedite permits and approvals so timber reaches mills in a predictable and timely way.

2. Improve competitiveness and cost certainty

Address administrative and regulatory burdens affecting harvesting and manufacturing.

3. Make BC Timber Sales work as intended

Deliver a reliable, competitive supply of logs to support mills and workers.

4. Support First Nations partnerships

Support First Nations with the capacity and tools to expedite referrals and increase revenue sharing.

Take Action >

Why Forestry matters right now

Forestry is a solution. When it can reach its full potential, forestry is a strategic asset for British Columbians. BC's forest sector:

- ✓ Supports tens of thousands of good, family-sustaining jobs
- ✓ Keeps rural, First Nations, and urban communities economically strong
- ✓ Supplies Canadian wood for housing and infrastructure
- ✓ Stores carbon in every beam and board, helping cut building emissions
- ✓ Generates public revenue for essential services
- ✓ Reduces wildfire risk through active forest management

A Broad Coalition of Support:

This is about working together to ensure forestry continues to contribute to BC's future. Support for forestry solutions spans British Columbia, including:

- Forestry workers and their families
- First Nations governments and entrepreneurs
- Local businesses and contractors
- Industry organizations
- Residents who care about economic stability and community resilience



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REPORT TO COUNCIL

To: Mayor and Council
From: Keltie Chamberlain, MCIP, RPP
Land Use Planner II, Community Services
Strathcona Regional District

With input from Andrew Young, MCIP, RPP
Chief Administrative Officer

Subject: **Proposed Amendments to Village of Sayward Zoning Bylaw No. 309, 2000**
Meeting date: March 24, 2026

PURPOSE

To consider Bylaw 521 that would, if adopted, amend the Village of Sayward Zoning Bylaw No. 309, 2000 to:

- Prohibit placement of single and double-wide mobile homes (manufactured homes) including on residential one (R-1) zoned properties.
- Increase the security required for residential occupancy of recreational vehicles during construction of a dwelling unit under approved building permit.
- Update Section 107 Penalty in the Zoning Bylaw to align with the updated provisions of the *Community Charter*.

BACKGROUND

In response to community concern and complainants regarding the placement of mobile / manufactured homes on R-1 zoned properties in the Village of Sayward (the Village), and recreational vehicles (RVs) being occupied and remaining on properties as permanent residences, and a need to align current Zoning Bylaw provisions with the *Community Charter*, a set of Zoning Bylaw amendments have been developed to address these items.

There is increased interest in manufactured homes as a source of affordable long-term housing. There are, however, some negative impacts this type of housing can have on municipalities and neighbourhoods. For example, manufactured homes often: result in higher electricity needs for heating and cooling; require specialized infrastructure to support connections to water and sanitary sewer services; and result in non-conforming uses, as well as safety and compliance issues which require specialized inspections.

The Village's existing R-1 zone requires a minimum dwelling unit width of 7.0 metres. The intent of this regulation is to avoid the placement of single-wide mobile homes on properties

within the R-1 zone. The Village's Zoning Bylaw also prohibits the placement of single-wide mobile homes, including Z-240 certified homes, as a whole or as a part of a building.

Dwelling units are defined within the Village of Sayward Zoning Bylaw as *self-contained unit consisting of one or more rooms designed, occupied, or intended for occupancy as a separate household with sleeping and sanitary facilities and not more than one set of kitchen and cooking facilities, but specifically excludes recreational vehicles.*

This definition permits mobile/manufactured homes within zones unless specifically prohibited.

Recreational Vehicles (RVs) are permitted for residential use with conditions, and for recreational purposes for a maximum of 90 days per year on a property. They are permitted as accommodation during construction of a dwelling unit when hooked up to water and sewer services, for a maximum of 365 days, with the condition that the Village is in receipt of a letter of undertaking and security of \$1,000.00. The security deposit is insignificant and does not discourage overstays resulting in continued non-compliant use of RVs when construction is not carried out, or that they remain in addition to a constructed dwelling unit.

There have been recent updates to Part 8 – Bylaw Enforcement and Related Matters in the *Community Charter* (Section 263), which increased the maximum fine for municipal penalties to \$50,000.00. Currently the Village's Zoning Bylaw supports a maximum fine of \$2,000 and needs to be updated to align with Province's update.

DISCUSSION

Single Family Dwelling Units in R-1 Zone

The Village's R-1 zoning schedule applies principally to Sayward's core area where single-family dwelling units (typically built on-site) are the main type of housing (see image A277 in Attachment #1 – Standards for Housing Typologies). The R-1 zoning schedule currently stipulates a minimum width of 7.0 metres (22.9 feet) which is intended to discourage the placement of single-wide mobile/manufactured homes. There is also a provision in the R-1 zoning schedule to restrict single-wide mobile homes including Z-240 certified homes. To maintain the housing typology of single-family dwelling units within the Village's R-1 zone, it is proposed that double-wide mobile homes also be specifically prohibited. Attachment #1 illustrates four typical factory-built dwellings (namely Z240, Z241, Z240rv and Tiny Home) that would be prohibited in Sayward's R-1 zone if Bylaw 521 is adopted by Council.

Mobile/manufactured homes are typically permitted as a use under a local government's Zoning Bylaws in areas zoned for mobile/manufactured home parks, which allow additional residential density per hectare in response to the smaller size of the dwellings based on smaller internal lot configurations, as well as denser infrastructure and servicing. Mobile home parks are designed to accommodate units on large parcels of land through comprehensive site planning and the provision of full municipal utilities. Currently, the Village's Zoning Bylaw permits mobile/manufactured homes within most zones based on the existing definitions of dwelling unit and single-family dwelling and does not specifically restrict them except within the R-1 zone. The Village, therefore, has many options for placement of mobile/manufactured

homes that are not within a Mobile/Manufactured Home Park zone that can support this more affordable housing option.

Recreational Vehicle – Enforcement of Temporary Use

The use of a Recreational Vehicle (RV) on property is clearly defined and addressed within the Village of Sayward Zoning Bylaw where they are specifically excluded from the definition of a dwelling unit. When the Village receives a building permit application for a new home, the Zoning Bylaw currently provides an option to property owners to occupy a RV on a lot while a residential unit is under construction. The RV must have approval for hook-up to water and sewer services, and the length of occupancy is limited to one year (365 days) with an extension of an additional year possible. To receive approval for the one-year occupancy, the owner must provide a letter of undertaking and agree to remove the RV or cease use as a residence within the 365 days and provide security to the Village in the amount of \$1,000.00. The proposed Zoning Bylaw amendment, if approved, would increase the amount of security to \$5,000.00 to increase the level of assurance that the RV use as a residence will not continue beyond the agreed upon timeframe.

In recent years the Village has had a few cases where RVs have been placed on R-1 zoned properties where the property owners violated the Village's Zoning Bylaw. These actions led to frustrations for neighbouring property owners, and frequent complaints to the municipality, which have often resulted in bylaw enforcement and legal action to bring those properties into compliance with the Village's Zoning Bylaw. The proposed amendment to the amount of security required for temporary occupancy of RVs will help avoid complaints and potential land-use conflicts and help ensure the prompt removal of RVs when construction has progressed to the point where they are no longer needed.

Penalty Provisions in the Zoning Bylaw

Finally, the penalty provisions in the *Community Charter* were changed and now enable fines of up to \$50,000 to support enforcement. Currently, the Village's Zoning Bylaw includes outdated minimum and maximum penalties (e.g., a maximum fine of \$2,000). Section 107 of the Village's Zoning Bylaw should be amended so that it aligns with the updated *Community Charter* provisions.

Options

The following list of options is not intended to be exhaustive or detailed but is provided to assist Council with discussion of potential options.

1. Village of Sayward restricts single and double-wide mobile/manufactured homes including Z-240 certified homes in the R-1 zone.
 - a. Enforce a distinct housing typology in the Village's core.
 - b. Uphold the minimum building width of 7 metres.
 - c. Prohibit the placement of single and double-wide mobile/manufactured homes within the R-1 zone in the future development of the area.

2. Village of Sayward supports an increase to the security required for temporary occupancy of RVs during single family dwelling unit construction.

- a. Incentivize that the occupancy of RVs cease after construction is completed.
 - b. Provide further assurance that single family dwelling unit construction will be completed within agreed time frames.
 - c. Result in less bylaw enforcement for non-conforming use of RVs as dwelling units on lots.
3. Village of Sayward supports the proposed update to Section 107 Penalty related to enforcement powers within the Zoning Bylaw.
- a. Align penalties with the *Community Charter*.

CONCLUDING REMARKS AND RECOMMENDATIONS

As previously discussed, the Village of Sayward's R-1 zoning schedule applies principally to Sayward's core area where single-family dwelling units (typically built on-site) are the main type of housing. The R-1 zoning schedule currently stipulates a minimum width of 7.0 metres (22.9 feet) to discourage the placement of single-wide mobile/manufactured homes. There is also provision in the R-1 zoning schedule to restrict single-wide mobile homes such as Z-240 certified homes. To maintain the housing typology of single-family dwelling units in the Village's core area, it is recommended that double-wide mobile homes also be prohibited.

As also discussed, in recent years the Village has seen RVs placed on R-1 zoned properties to support construction of new dwellings but later found the property owners' RVs were contravening the Village's Zoning Bylaw. These actions led to frustrations for neighbouring property owners, and frequent complaints to the municipality, which often resulted in bylaw enforcement and legal action to bring those properties into compliance with the Village's Zoning Bylaw. It is recommended that the amount of security required for temporary occupancy of RVs be increased to help reduce complaints and potential land-use conflicts and ensure the prompt removal of RVs when construction has progressed to the point where the RV is no longer needed.

And finally, as previously discussed, the proposed amendment to Section 107 (Penalty) in the Zoning Bylaw is needed to ensure alignment with the provisions in the *Community Charter* to help support bylaw enforcement.

Recommendation/s

THAT Council

1. Gives first and second readings to Village of Sayward Zoning Bylaw, 2000, Bylaw No. 309, Amendment No. 521; and
2. Directs staff to schedule a public hearing for Village of Sayward Zoning Bylaw, 2000, Bylaw No. 309, Amendment No. 521.

Respectfully submitted,



Keltie Chamberlain, MCIP, RPP
Land Use Planner II, Community Services
Strathcona Regional District

Approved for Council package

Andrew Young, MCIP, RPP
Chief Administrative Officer &
Corporate Officer

Attachments:

1. Standards for Housing Typologies
2. Zoning Bylaw No. 309, 2000, Amendment Bylaw No. 521, 2026

STANDARDS FOR HOUSING TYPOLOGIES

A277	Z240	Z241	Z240RV	Tiny Home
				
<p>The CAN/CSA A277 standard covers modular factory-built housing constructed in compliance with the BC Building Code and designed to be permanently placed on a foundation.</p>	<p>The CSA Z240 MH covers factory-built homes constructed to the Z240 mobile home standard and designed to be transported from time to time. Beyond requirements for local conditions (snow load, egress, etc.) the BCBC only covers their placement on a suitable foundation and connection to services. Most urban Zoning Bylaws restrict placement of Z240s to mobile home parks; most regional districts allow placement on private property with some restrictions.</p>	<p>CAN/CSA Z241 Park Model Trailers This category covers Park Model Trailers manufactured at a factory location. A Park Model Trailer is defined as a recreational unit that meets the following criteria:</p> <ul style="list-style-type: none"> • it is built on a single chassis mounted on wheels; • it is designed to facilitate relocation from time to time; • it is designed as living quarters for seasonal camping and may be connected to those utilities necessary for operation of installed fixtures and appliances; and • it has a gross floor area, including lofts, not exceeding 50 square meters (538 square feet) when in the set-up mode, and has a width greater than 2.6 meters (8-feet, 6-inches) in the transit mode. 	<p>CAN/CSA Z240RV This category covers Recreational Vehicles manufactured at a factory location. Recreational Vehicles are defined by the CSA Z240 RV Series standard as a vehicular-type unit that is primarily designed as temporarily living quarters for recreational, camping, or seasonal use; has its own motive power or is mounted on or towed by another vehicle; does not require a special highway use permit for operation on the highways; and can be easily transported and set up on a daily basis by an individual. Types of recreational vehicles include: folding camping trailers, fifth-wheel trailers, motor homes, truck campers and travel trailers. Recreational Vehicles in Canada must comply with all requirements of the Canadian Motor Vehicle Safety Act and the Canadian Motor Vehicle Safety Regulation as enforced by Transport Canada.</p>	<p>Tiny Homes Though Tiny Homes can be built to a Code or standard, most are not.</p> <ul style="list-style-type: none"> • If used as permanent dwellings, they must be built to the BCBC, A277 or Z240 standard. • If built to Z241 or Z240RV, they can only be used as seasonal dwellings in RV Parks or campgrounds. <p>If they are not built to Code or to a standard, they are non-compliant – unable to be legally transported, non-compliant with BCBC or CSA standards.</p>
<p>Permanent dwellings</p>	<p>Permanent dwellings</p>	<p>Seasonal dwellings</p>	<p>Seasonal dwellings</p>	<p>?</p>
<p>Eligible for mortgage</p>	<p>Eligible for mortgage with some exceptions</p>	<p>Seasonal dwellings are not eligible for mortgage</p>	<p>Seasonal dwellings are not eligible for mortgage</p>	<p>?</p>

BYLAW NO. 521

A BYLAW TO AMEND

THE VILLAGE OF SAYWARD ZONING BYLAW No. 309, 2000

WHEREAS the Council for the Village of Sayward has, by Bylaw No. 309, adopted zoning regulations to regulate the location and use of land, buildings and structures, including the surface of the water pursuant to Part 14 of the *Local Government Act*;

AND WHEREAS the Council for the Village of Sayward wishes to amend the “Village of Sayward Zoning Bylaw No. 309, 2000” having due regard to the requirements of the *Local Government Act*;

AND WHEREAS the Council wishes to amend the aforesaid Bylaw No. 309 having due regard to the requirements of the *Local Government Act*;

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

Amendments

1. Bylaw No. 521, the Village of Sayward Zoning Bylaw 2000, Bylaw No. 309, is hereby amended as set out in Schedule ‘A’, attached to and forming part of this bylaw.

Citation

2. This bylaw may be cited for all purposes as the Village of Sayward Zoning Bylaw No. 309, 2000, Amendment Bylaw No. 521, 2026.

READ A FIRST TIME ON THE ____ DAY OF _____, 2026

READ A SECOND TIME ON THE ____ DAY OF _____, 2026

PUBLIC HEARING HELD ON THE ____ DAY OF _____, 2026

READ A THIRD TIME ON THE ____ DAY OF _____, 2026

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE ____ DAY OF _____, 2026

Mayor

Corporate Officer

Schedule "A"

THAT Village of Sayward Zoning Bylaw No. 309, 2000 (as amended) be further amended by:

1. Removing and Replacing "Section 107 Penalty" in Part 100 in its entirety with the following provisions:

"107 Penalty

1. Any person who commits an offence this bylaw shall be liable, upon summary conviction, to any combination of:
 - a. a minimum fine of \$200.00 to a maximum fine as specified under the general penalties outlined in the Offence Act of British Columbia and the Community Charter; and
 - b. in the case of a continuing offense, for each day that the offense continues either or both of
 - i. the minimum fine under, or
 - ii. the maximum fine as specified in the *Offence Act* of British Columbia and the *Community Charter*
 - c. imprisonment for not more than 6 months; and
 - d. the costs of prosecution and any other penalty or order imposed pursuant to the *Local Government Act* or the *Offence Act* and their amendments and regulations under these Acts.
2. Upon conviction, the presiding authority may direct that no prosecution under Subsection (1) may be made, with respect to the continuance of the violation, for such period of time as they direct."

2. Removing and Replacing "Section 304 Residential Occupancy of Recreational Vehicles" in Part 300 in its entirety with the following provisions:

"304 Residential Occupancy of Recreational Vehicles***Occupancy of recreational vehicles for residential purposes shall be permitted subject to the following:***

- 1) For recreational purposes, within any zone, for a period not to exceed 90 days in any 12 month period, or
- 2) In all zones, as on-site accommodation during the course of construction for a residential unit pursuant to, where applicable, an approved building permit issued by the Village of Sayward provided that:
 - a) Approval for hook-up to water and sewer services has been granted by the Village.
 - b) The period of occupancy of the recreational vehicle does not exceed 365 days. One additional extension of 365 days may be approved by the Chief Administrative Officer, at the request of the property owner.
 - c) The owner of the property or their agent has provided a notarized letter of undertaking wherein they agree to remove the recreational vehicle and/or cease its use as a residence within 365 days

and has provided a negotiable security in the form acceptable to the Village in the amount of \$5,000.00. This security would be used to cover the enforcement costs of causing the cessation of use should the owner neglect or refuse to cease its use as a residence in accordance with Sections (a), and (b) above.”

3. Removing and Replacing “Subsection 7) Conditions” in Section 601 Residential One (R-1) of Part 600 in its entirety with the following provisions:

“7) CONDITIONS

No single or double-wide mobile home including Z-240 certified homes as a whole or as a part of a building is permitted.”