



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
February 10, 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 (via Teams)
Councillor Scott Burchett
Councillor Debbie Coates
Councillor Jason Johnson – Meeting Chair
Councillor Sue Poulsen (via Teams)

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

1. Call to Order

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

2. Public Input

- a) Maureen Haslehurst 520 of MacMillan Drive, Sayward provided a synopsis of the Sayward Futures Society's Annual General Meeting she recently attended and urged council to recognize Sayward Futures Society as the lead organization providing our community's visitor services.

3. Introduction of Late Items – None

4. Approval of Agenda

MOTION R26/24

MOVED AND SECONDED

THAT the agenda for the Regular Meeting of Council for **February 10, 2026**, be approved as presented.

CARRIED

5. Minutes of Previous Meetings

MOTION R26/25

MOVED AND SECONDED

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

No vote was taken

MOTION R26/26

MOVED AND SECONDED

THAT the minutes from the **Regular Council Meeting** held on **January 27, 2026**, be deferred until the next meeting.

CARRIED

6. Petitions and Delegations

- a) Housing Needs Assessment – OCP Amendment Update - McElhanney Planning Consultants (Kevin Brooks, Planner and Caelen Middleton, Planner).

7. Correspondence

Note: Council received the following correspondence with Approval of the Agenda. Council members, however, are welcome to move discussion of any piece/s of correspondence.

- a) Association of Vancouver Island and Coastal Communities (AVICC) invitation to attend virtual education and discussion session on February 27, 2026 focused on “Housing Corporations and Rural Solutions: Expanding Access to Affordable Housing.”

MOTION R26/27

MOVED AND SECONDED

THAT staff send the link to Council for easy registration.

CARRIED

8. Council Reports – None

9. Reports of Committees – None

10. Mayor’s Report

- a) **Strathcona Regional District 2026-2030 draft Financial Plan – dated 2026-01-23**

CAO Young to advise Council on the deadline for submitting questions and comments to the Strathcona Regional District.

11. Unfinished Business

Cllr Johnson recused himself from the meeting at 7:25pm and Cllr Coates assumed the duties of Meeting Chair.

- a) **Sayward Futures Society – Request for Destination BC Sponsor Confirmation Letter**

Cllr Burchett confirmed he does not have a disqualifying bias or conflict of interest regarding Sayward Futures Society.

MOTION R26/28

MOVED AND SECONDED

THAT Council directs staff to complete the Sponsor Confirmation Letter recognizing Sayward Futures as the lead organization recognized by the Village of Sayward for the provision of our community's visitor services for the term of 1 year.

CARRIED

Cllr Johnson returned to the meeting at 7:37 pm and resumed the duties of Meeting Chair.

12. Staff Reports

a) Kelsey Recreation Centre – Future Use Options

MOTION R26/29

MOVED AND SECONDED

THAT the Kelsey Centre re-open in its entirety.

Opposed Mayor Baker, Cllr Coates, Cllr Johnson

DEFEATED

MOTION R26/30

MOVED AND SECONDED

THAT the Village of Sayward at this time:

- a. Continue to support the use of the Kelsey Recreation Centre for recreation programs managed by non-profit organizations and local volunteers and do so through the provision of low-cost grants-in-aid.
- b. Investigate opportunities to re-open the weight room in the Kelsey Recreation Centre for example by engaging a contractor to oversee it or lease that part of the facility to a third party to operate.
- c. Promote additional rentals of the Kelsey Recreation Centre for special events and functions (e.g., weddings, parties, recreational gatherings).
- d. Review Sayward's fees and charges bylaw to ensure rental charges for the Kelsey Recreation Centre are in line with fees charged elsewhere in the North Vancouver Island region.

Opposed Cllr Buchett

CARRIED

MOTION R26/31

MOVED AND SECONDED

THAT staff inquire with the Strathcona Regional District Keley Centre Committee on what next steps are.

CARRIED

b) Official Community Plan Amendments – Housing Needs Amendments

MOTION R26/32

MOVED AND SECONDED

THAT staff send letters to the following governments and agencies in order to comply with the provisions of Bill 44: Housing Statutes (Residential Development) Amendment Act, 2023.

- a. Strathcona Regional District Board;
- b. Local First Nations (K'omoks First Nation);
- c. School District No. 72 (Campbell River); and
- d. Provincial or Federal agencies (BC Ministry of Transportation and Transit).

CARRIED

MOTION R26/33

MOVED AND SECONDED

THAT Council gives first reading to Village of Sayward Official Community Plan Amendment Bylaw No. 520, 2026.

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports

a) UBCM Regional Grant Opportunity – Emergency Operation Centre

MOTION R26/34

MOVED AND SECONDED

THAT Council:

1. Supports the Strathcona Regional District (SRD) making a regional grant application to the Community Emergency Preparedness Fund (CEPF) 2026 Emergency Operation Centre (EOC) program as administered by the Union of BC Municipalities (UBCM); and
2. Supports the Strathcona Regional District (SRD) submitting a CEPF grant application on behalf of the Village of Sayward, and if CEPF grant funding is approved, then the Village agrees to have the Strathcona Regional District be the recipient of the CEPF grant and to manage the grant.

CARRIED

b) Proposed Lease of Firehall #1 to the Strathcona Regional District

MOTION R26/35

MOVED AND SECONDED

THAT the Mayor and the Chief Administrative Officer of the Village of Sayward be authorized to sign a five-year lease agreement with the Strathcona Regional District for use of Firehall #1 located at 620 Kelsey Way, Sayward, BC.

CARRIED

14. Bylaws – None

15. New Business – None

16. Public Question Period

- a) Melissa Holmes of 108-611 MacMillan Drive, Sayward confirmed that the new after-school program (Kid’s Club) being held at the Heritage Hall is a huge success. Ms. Holmes said that the program is run by volunteers and has 17-20 children in attendance each of the 3 days a week it is offered.
- b) Lee Ettinger of 220 Sayward Heights is pleased that the Kelsey Recreation Centre operating deficit has been reduced to \$71,000; however, these expenditures fall solely on Village taxpayers not the Sayward Valley residents who are the majority of the users. Ms Ettinger also inquired if a seismic assessment has been submitted to the Strathcona Regional District.

17. In Camera – None

18. Adjournment

MOTION R26/36

MOVED AND SECONDED

THAT the Village of Sayward Council adjourns its February 10, 2026 Regular Meeting.

CARRIED

Time: 8:44pm.

Original signed by "M.Baker"
Mayor

Original signed by "A.Young"
Corporate Officer