



**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.**

Original signed by "M.Baker"  
Mayor

Original signed by "A.Young"  
Corporate Officer