



**VILLAGE OF SAYWARD  
SPECIAL COUNCIL MEETING MINUTES  
July 28, 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 Burchett via telephone  
Councillor Debbie Coates  
Councillor Jason Johnson  
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 – None**

**3. Introduction of Late Items – None**

**4. Approval of Agenda**

**MOTION S26/23**

**MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for **July 28, 2026**, be approved as presented.

**CARRIED**

**5. Minutes of Previous Meetings**

**MOTION S26/24**

**MOVED AND SECONDED**

THAT the minutes from the **Village of Sayward Annual Meeting** held on **June 23, 2026**, be adopted as presented.

**CARRIED**

**MOTION S26/25**

**MOVED AND SECONDED**

THAT the minutes from the **Regular Council meeting** held on **June 23, 2026**, be adopted as presented.

**CARRIED**

**MOTION S26/26**

**MOVED AND SECONDED**

THAT the minutes from the **Special Open Council meeting** held on **July 7, 2026** be adopted as presented.

**CARRIED**

**MOTION S26/27**

**MOVED AND SECONDED**

THAT the minutes from the **Special Open Council meeting** held on **July 16, 2026** be adopted as presented.

**CARRIED**

**6. Petitions and Delegations – None**

Cllr Burchett joined the meeting at 7:11 pm via telephone.

**7. Correspondence**

- a) Ministry of Energy and Climate Solutions response to Village of Sayward Local Government Climate Action Programing funding letter June 2, 2026
- b) City of Oak Bay letter to Ministry of Energy and Climate Solutions re Local Government Climate Action Programing funding
- c) City of Merrit letter re Animal Control Bylaw & Release of Pigeons
- d) Island Kids Cancer Association proclamation request re Childhood Cancer Awareness Month – September 2026

**MOTION S26/28**

**MOVED AND SECONDED**

THAT the Village of Sayward proclaims September as Childhood Cancer Awareness Month.

**CARRIED**

*Direction to staff to acknowledge Childhood Cancer Awareness Month on the Village of Sayward website.*

- e) Electoral Advertising and Electoral Financing – email from Elections BC to Local Chief Elections Officers.

**8. Council Reports – None**

**9. Reports of Committees – None**

**10. Mayor's Report – None**

## **11. Unfinished Business – None**

## **12. Staff Reports**

### **a) 2026 Budget Variance Report – Village of Sayward**

#### **MOTION S26/29**

#### **MOVED AND SECONDED**

THAT Council accepts the 2026 Budget Variance Report for the period of January 1 to June 30, 2026 as presented.

**Opposed Cllr Burchett, Cllr Poulsen**

**CARRIED**

### **b) Disposition of Uncollectable Property Taxes**

#### **MOTION S26/30**

#### **MOVED AND SECONDED**

THAT Council direct staff to request that the Minister (Housing and Municipal Affairs) confer authority on the Council of the Village of Sayward, pursuant to section 781 of the Local Government Act, to write off the uncollectible property taxes, penalties, and interest associated with Folio No. 80000.022 and MFH Registration No. 88559, being \$873.75 as of July 15, 2026, plus any additional interest accruing before the write-off is processed.

**Opposed Cllr Poulsen**

**CARRIED**

### **c) Grant in Aid Request Canadian Cancer Society Tour de Rock**

#### **MOTION S26/31**

#### **MOVED AND SECONDED**

THAT Council approve the in-kind donation request from the Canadian Cancer Society - Tour de Rock dated June 24, 2026.

**CARRIED**

### **d) 2026 Election Cost Sharing Agreement with SRD for School Trustee election**

#### **MOTION S26/32**

#### **MOVED AND SECONDED**

THAT Council authorizes the Mayor and the Chief Administrative Officer to approve a 2026 Election Cost Sharing Agreement with the Strathcona Regional District (SRD) to support School Trustee election for School District #72 (Campbell River).

**CARRIED**

## **13. Emergency Services/Public Works/Recreation Department Reports**

### **a) Disposal of Rescue 33 Truck**

#### **MOTION S26/33**

#### **MOVED AND SECONDED**

THAT Council selects Option A as the method to decommission (sell) Rescue 33 Truck.

**CARRIED**

**b) Active Communities Grant opportunity with SRD**

**MOTION S26/34**

**MOVED AND SECONDED**

THAT Council supports the Village of Sayward being a partner with the Strathcona Regional District in applying for a 2026 Active Communities Grant.

**CARRIED**

**c) Mental Health Climate Change Action Grant opportunity with SRD**

**MOTION S26/35**

**MOVED AND SECONDED**

THAT Council supports the Village of Sayward being a partner with the Strathcona Regional District in applying for a 2026 Mental Health and Climate Change Community Action grant.

**Opposed Cllr Burchett**

**CARRIED**

**d) Extreme Heat Outreach Rapid Adaptation Grant opportunity with SRD**

**MOTION S26/36**

**MOVED AND SECONDED**

THAT Council supports the Village of Sayward being a partner with the Strathcona Regional District (SRD) in applying for a 2026 Rapid Adaptation Projects grant to create a term-position tasked with enhancing the region's communities resilience to extreme heat events through heat safety outreach and programming throughout the regional district to better support vulnerable populations during an extreme heat event.

**Opposed Cllr Burchett, Cllr Poulsen**

**CARRIED**

**14. Bylaws – None**

**15. New Business – None**

**16. Public Question Period - None**

**17. In Camera**

**MOTION S26/37**

**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)(g) litigation or potential litigation affecting the municipality;
- d) 90(1)(h) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

- e) 90 (1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- f) 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;
- g) 90 (1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- h) 90 (1)(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

**Opposed Cllr Burchett                      CARRIED**

Mayor Baker called a recess at 7:42 pm.

Mayor Baker called the meeting back to order at 8:08 pm.

### **18. Adjournment**

#### **MOTION S26/38**

#### **MOVED AND SECONDED**

THAT the Village of Sayward Council adjourns its July 28, 2026 Special Meeting.

**CARRIED**

**Time: 8:29 pm.**

Original signed by "M.Baker"  
Mayor

Original signed by "A.Young"  
Corporate Officer