

VILLAGE OF SAYWARD



2013 ANNUAL REPORT

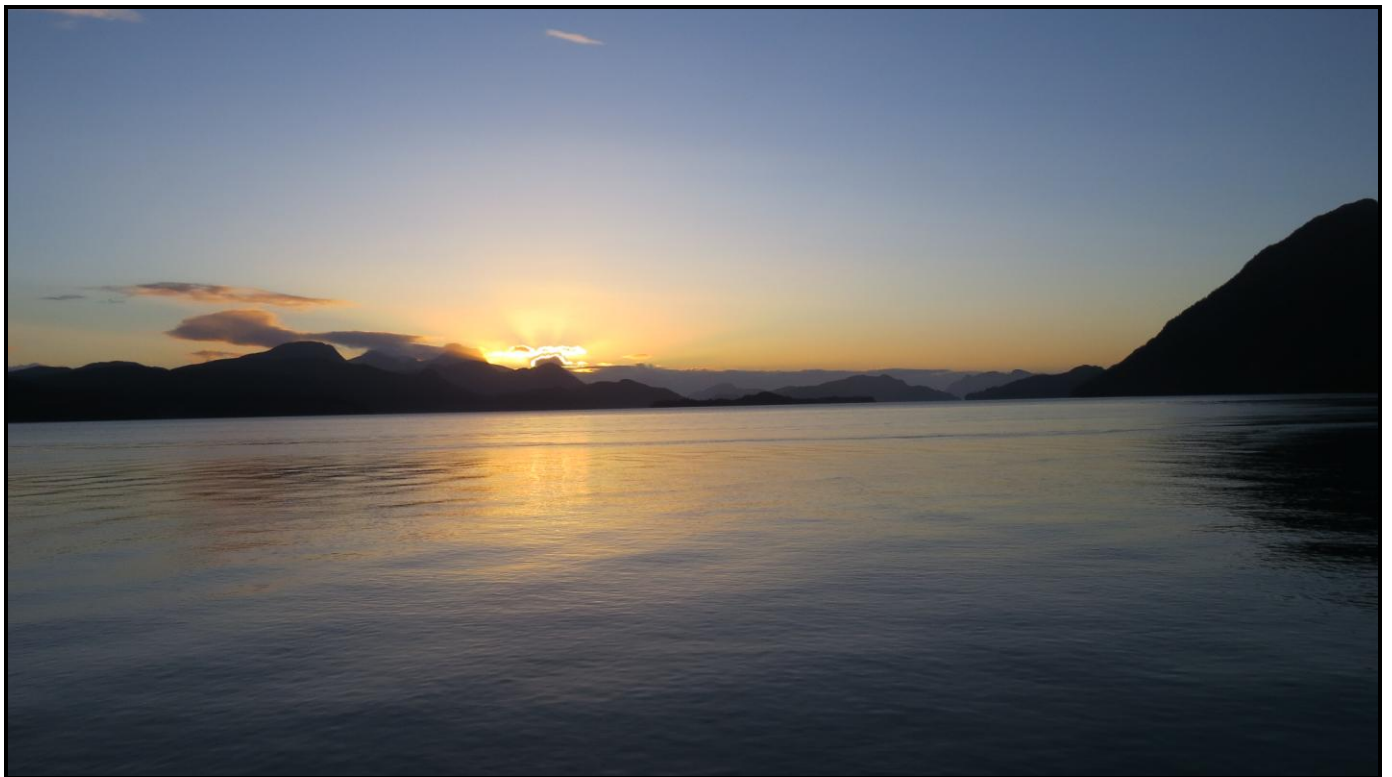


The Village of Sayward
P.O. Box 29, 652 H'Kusam Way
Sayward B.C. V0P 1R0

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Message from Mayor John MacDonald:

On behalf of Council, I am pleased to present the 2013 Annual Report for the Village of Sayward for the reporting period of January 1, 2013 to December 31, 2013. The Annual Report includes the 2013 audited financial statements and highlights of major Village initiatives and accomplishments. Through the commitment of Council and staff the Village continues to strive to meet and exceed the expectations of the residents of Sayward in the delivery of public services. It is my belief that we have made good progress over the last year but, as always, there is much more work to be done.

Our CAO/CFO, Mr. Darren Kiedyk continues to have a positive impact on the community as well as a positive relationship with Council, staff, and the residents of Sayward. Mr. Kiedyk has a long range sustainable view of how the municipality should be managed and a clear vision on how the Village should accomplish its many goals such as infrastructure upgrades, Village beautification, updating Village processes and systems and enhancing the local economy. He and his staff strive to make Sayward a Village that all of its citizens enjoy living in and are proud of.

Councillor Kirschner, Councillor Marsh, the CAO and I attended the Union of British Columbia Municipalities (UBCM) convention in Vancouver last September. We met with Premier Clarke, Minister Oakes from the Ministry of Community, Sport and Cultural Development, Minister Thompson from the Ministry of Forests, Land and Natural Resources and staff from the Ministry of Transportation. Many topics and issues important to the Village of Sayward were discussed with the Premier and the various Ministers such as infrastructure grants for small communities, the new water regulations being imposed by VIHA (Vancouver Island Health Authority) and the costs associated with complying with them, various highway safety issues including the widening of the shoulders along highway 19, cell phone coverage and proper kilometer markers. We thanked the Premier and Ministers for the action that has been taken to date such as on the medical clinic. Since our meeting in September I have noticed that kilometer markers have been installed every two kilometers along the highway and they are now working on widening the shoulders on highway 19 between Sayward Junction and Roberts Lake. In particular we told Premier Clarke about the positive impact our Primary Healthcare Clinic was having on our community. Again we invited the Premier, Ministers and their staff to visit Sayward to see the beauty and uniqueness of our community. We will again be attending UBCM this fall advocating for the many initiatives we are trying to get underway in the Village of Sayward.

As members of this community Council knows all too well the negative impact the closure of the local grocery has had on our village. Council and staff continue to work with the owner of the mall and any prospective investors who may be interested in opening a new business in the Village by offering any assistance we are able to within the parameters of the community charter.

The Village was successful in applying for and receiving an Age Friendly grant which was put to good use this year offering affordable seniors programs and installing the new

seniors outdoor gym equipment by the pond. Unfortunately there were no large grant opportunities in 2013 that could be accessed to upgrade the Village water system. We are of the belief and hopeful that there will be more grant opportunities available in 2014. Grant applications will be again submitted in 2014 so that the Village can move forward on this project. Council and staff will continue to work with the VIHA to find a viable solution for the upgrade of the Village water system. In the meantime the water system continues to be monitored and tested on a daily basis.

A grant was received from Island Coast Economic Trust to develop an Economic Development Strategy for the Village of Sayward. Vanstruth Consulting Group in conjunction with Algis Consulting completed the strategy in December. Many members of the community were contacted for their input through an online survey, in person meetings and telephone interviews that were used by the consultants to develop their strategy. Council passed the Sayward Economic Development Strategy at its December 4, 2014 Council Meeting. There were two main sets of Goals outlined in the strategy; Goal #1 “Pursue Development Opportunities with Greatest Potential” nine specific strategies were laid out in this section and Goal #2 “Strengthen Infrastructure for Economic Development” again 9 other specific strategies outlined. It is our hope that in the 2014 annual report I will be able to provide the community with many positive developments the Village has made that were derived from the Sayward Economic Development Strategy.

Council wishes to recognize and thank the many volunteers who have done great work for the Village over the past year.

Infrastructure improvements, service delivery, economic development and the livability of our community were high priorities for Council in 2013 and will remain so as we move through 2014 and beyond.

Mayor John MacDonald
Councillor Al Braybrook
Councillor Norm Kirschner
Councillor Michael Marsh
Councillor Diane Mason

Village of Sayward Elected Officials



From left to right – Councillor Norm Kirschner, Councillor Michael Marsh, Mayor John MacDonald, Councillor Diane Mason, Councillor Al Braybrook

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Statement of Property Tax Exemptions

The following properties in the Village of Sayward were provided permissive property tax exemptions by Council in 2009, for 2010 to 2014:

<u>Legal Description</u>	<u>Civic Address</u>	<u>Organization</u>	<u>Value of Permissive Exemption</u>
Lot 2, Plan 14387 Sayward District Roll No. 704.022	699 Sayward Rd	Royal Canadian Legion Sayward Valley Branch 147	\$1,574.16
District Lot 1439 Roll No. 27410.000	16 Sayward Rd	Sayward Futures Society	\$2,824.84

The following property in the Village of Sayward was provided a permissive property tax exemption by Council in 2012, for 2013 to 2017:

<u>Legal Description</u>	<u>Civic Address</u>	<u>Organization</u>	<u>Value of Permissive Exemption</u>
Lot 1, Section 31, Township 3, Plan 31878, District Lot 305, Land District 51.	601 Kelsey Way.	Sayward Community Health Society.	\$1,963.96

The following properties in the Village of Sayward were provided permissive property tax exemptions by Council in 2013, for 2014 to 2023:

<u>Legal Description</u>	<u>Civic Address</u>	<u>Organization</u>	<u>Value of Permissive Exemption</u>
Lot 1, Section 31, Township 3, Plan 46435 Land District 51 Roll No. 706.100	Salmon River Main	Nature Trust of BC	\$49.16
Section 31, Township 3, Land District 51, FR S 1/2 of FR SE 1/4 Roll No. 600.000	806 Sayward Road	Nature Trust of BC	\$141.78
Section 30, Township 3, Land District 51, Except Plan 280RW & EXC PL 149 E 20 CHNS of NE Roll No. 550.140	Salmon River Main	Nature Trust of BC	\$152.06

Section 30, Township 3, Land District 51, Except Plan 280RW, W20 CHNS OF NE ¼ EXC E 10 Roll No. 550.125	Salmon River Main	Nature Trust of BC	115.63
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Statement Municipal Services, Operations and Progress

Objective	Measure	Status
Community Relations	<ul style="list-style-type: none"> a) Update and enhance the Village website. b) Submit a monthly Village informational update to the Sayward news to help keep residents apprised of Village initiatives and goals. c) Form a seniors committee that will provide advice to the Village and help setup programs relevant to the Village's senior population. 	<p>Ongoing Ongoing Mayor is currently doing a monthly update in Newsletter</p> <p>Completed/Ongoing</p>
Upgrading and Maintenance of Roads	<ul style="list-style-type: none"> a) Setup a Roads Maintenance reserve and ensure it is adequately funded. b) Road upgrade and resurfacing – Priority #1 from Highland report. 	<p>Ongoing</p> <p>Not started</p>
Economic Development	<ul style="list-style-type: none"> a) Develop an economic development strategy for the Village of Sayward. b) Work with the Kelsey Bay Harbour Authority and the Department of Fisheries to enhance and expand the harbour. c) Assist and support prospective businesses interested in locating to the Sayward area. d) Source grant opportunities to help fund an economic development strategy for the Village. e) Engage a consultant to develop a comprehensive and practical economic development strategy for the Village. 	<p>Completed</p> <p>Ongoing</p> <p>Ongoing</p> <p>Completed</p> <p>Completed</p>
Water System Upgrade	<ul style="list-style-type: none"> a) Research, plan and design a water system upgrade that meets the 4321 water quality standards. b) Secure an infrastructure grant for the Village water filtration system. 	<p>Study and Research Started in 2013</p> <p>Ongoing</p>
Living Green	<ul style="list-style-type: none"> a) Continue to pursue the goal of becoming a 	<p>Ongoing</p>

	<p>carbon neutral community.</p> <p>b) Develop a multi use trail system.</p> <p>c) Investigate the viability and economic benefit of obtaining a community forest for the Village.</p>	<p>Completed/Ongoing</p> <p>Ongoing</p>
Staff Professional Development	a) Continue staff professional development through the various municipal and professional associations ensuring the Village continues to receive good value for the resources expended.	Ongoing
Support for the Medical Clinic	<p>a) Source funding from various levels of government for the medical clinic.</p> <p>b) Assist the Sayward Community Health Society with attracting medical professionals to the clinic.</p>	<p>Ongoing</p> <p>Ongoing</p>
Tourism Development	<p>a) Develop a tourism strategy for the Village and area.</p> <p>b) Complete the Kelly's Bridge Project.</p> <p>c) Develop a multi use trail system.</p> <p>d) Begin a Village beautification program starting with upgrading signage, cleaning and painting Village structures and enhancing Village gardens.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Completed/Ongoing</p> <p>Ongoing</p>
Village Operations	<p>a) Begin to review and update Village bylaws.</p> <p>b) Update and streamline the Village filing system.</p> <p>c) Update and reorganize the Village document retention system.</p> <p>d) Reorganize the public works yard and build a storage shed for the public works equipment.</p> <p>e) Review and update the Village internal policies and procedures.</p> <p>f) Review the Village fee structure to ensure it is up to date and equitable including water, sewer, recreation, development and business license fees.</p>	<p>Ongoing</p> <p>Completed</p> <p>Completed</p> <p>Ongoing</p> <p>Not Started</p> <p>Not Started</p>



Declaration of Disqualification of Council Members

Nil

2014 Strategic Objectives

In addition to completing the remaining 2013 objectives that were not completed the following objectives will be the focus of Council and staff in 2014.

Strategic Objectives	Measures
Community Relations	a) Staff submit a monthly update to the Sayward news to help keep residents apprised of Village initiatives and goals. b) Continue to work with and strengthen the seniors committee for the purpose of providing advice to the Village and setting up programs relevant to the senior population.
Economic Development	a) Work with the Kelsey Bay Harbour Authority and the Department of Fisheries to enhance and expand the harbour. b) Assist and support prospective businesses interested in locating to the Sayward area. c) Work with local organizations to promote tourism and attract business investment to the Sayward area.

Water System Upgrade	<ul style="list-style-type: none"> a) Continue to work with VIHA to find a viable solution to the Village water system that meets the needs of both organizations. b) Secure an infrastructure grant for the Village water filtration system.
Living Green	<ul style="list-style-type: none"> a) Continue to work with the provincial government to secure a community forest for the Village. b) Continue to develop the Village trail system. c) Continue to expand the Community Garden and flower gardens throughout the Village.
Staff Professional Development	<ul style="list-style-type: none"> a) Ensure staff and Village volunteers receive adequate emergency management training and the village has an emergency response plan in place. b) Continue staff professional development through various municipal and professional associations ensuring the Village continues to receive good value for the resources expended.
Tourism Development	<ul style="list-style-type: none"> a) Continue the Village beautification program including upgrading signage, cleaning and painting Village buildings and structures and enhancing the Village gardens.
Village Operations	<ul style="list-style-type: none"> a) Reorganize the public works yard and build a storage shed for the public works vehicles and equipment. b) Review and update Village internal policies and procedures. c) Review the Village fee structure to ensure it is up to date and equitable including water, sewer, recreation, development and business license fees.

Darren Kiedyk, CAO/CFO