

VILLAGE OF SAYWARD



2014 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 2014 Annual Report for the Village of Sayward for the reporting period of January 1, 2014 to December 31, 2014. The Annual Report includes the 2014 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 Mason, Mr. Kiedyk and I attended the Union of British Columbia Municipalities (UBCM) convention in Whistler last September. We met with Chief of Staff Dan Doyle, Minister Oakes from the Ministry of Community, Sport and Cultural Development, Minister Thompson from the Ministry of Forests, Land and Natural Resources, staff from the Ministry of Transportation and Minister Bond from the Ministry of Jobs, Tourism and Jobs Training. Many topics and issues important to the Village of Sayward were discussed with Mr. Doyle 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, and cell phone coverage. All the Ministers were told of the frustration small communities face having to compete with large communities for scarce grant funding, we have limited staff and resources, lead time, and most importantly the criteria is not set for the small communities such as Sayward as we seldom have shovel ready projects sitting on the shelf waiting for grant opportunities. We thanked Mr. Doyle and the Ministers for the work that has been done to date, such as the widening on highway #19 and the new kilometer markings. We again told the Ministers about the positive impact the Primary Healthcare Clinic is having on our community and the pilot project using two Nurse Practitioners has been a great success. All the Ministers and staff were given open invitations to visit Sayward to see the beauty and uniqueness of our community. We were very open and forthcoming when we told the Ministers that we want to work and cooperate with senior levels of government for the betterment 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.

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. We have emphasized on numerous occasions that the Village will offer any and all assistance we are able to while working within the parameters of the *Community Charter*.

The Village was successful in applying for and receiving several grants including an Age Friendly grant, an infrastructure planning grant and ICET grants which were all put to good use this year. Unfortunately there were no large grant opportunities in 2014 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 2015. Grant applications to the Build Canada Fund will be submitted in 2015 so that the Village can move forward on the water treatment facility. Council and staff will continue to work with the VIHA to find viable solutions for the Village water system. In the meantime the water system continues to be monitored and tested on a daily basis.

The grant received from Island Coast Economic Trust in 2013 to develop the Economic Strategy for the Village of Sayward proved to be a definite shot in the arm for the Village. Of the 18 priorities listed the Village has commenced work on 16 in 2014. The number one priority is the redevelopment of Kelsey Bay Small Craft Harbour. The village has worked in conjunction with the Harbour Authority of Sayward and I am pleased to say we are moving forward with this important project.

2014 was an election year with a new four year term. I would like to thank all those who took such great interest in our community to run for Council or Mayor. Special thanks to Councillor Al Braybrook and Councillor Mike Marsh for their service to the community during the previous term of office.

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 2014 and will remain so as we move through 2015 and beyond.

Mayor John MacDonald
Councillor Joyce Ellis
Councillor Jane Hoare
Councillor Norm Kirschner
Councillor Diane Mason

Village of Sayward Elected Officials



Back Row, left to right – Councillor Diane Mason, Councillor Norm Kirschner
Front Row, left to right – Councillor Janett Hoare, Mayor John MacDonald,
Councillor Joyce Ellis

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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 2014, for 2015 to 2019:

<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>Contractor to be hired in 2015 to develop a new website.</p> <p>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>Delayed due to cost</p>
Economic Development	<ul style="list-style-type: none"> 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. 	<p>Ongoing, Marine Engineer hired and a concept plan for the harbour has been developed.</p> <p>Ongoing, Sayward mall sold to new investor.</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>Completed by Koers & Assoc. Engineering.</p> <p>Grant applications submitted to the Build Canada Fund.</p>
Living Green	<ul style="list-style-type: none"> a) Continue to pursue the goal of becoming a carbon neutral community. b) Develop a multi use trail system. c) Investigate the viability and economic benefit of obtaining a community forest for the Village. 	<p>Ongoing</p> <p>Completed/Ongoing</p> <p>Ongoing</p>
Staff Professional Development	<ul style="list-style-type: none"> a) Continue staff professional development through the various municipal and professional associations ensuring the Village continues to receive good value for the resources expended. 	<p>Ongoing</p>
Support for the Medical Clinic	<ul style="list-style-type: none"> a) Assist the Sayward Community Health Society with attracting medical professionals to the clinic. 	<p>Ongoing</p>
Tourism Development	<ul style="list-style-type: none"> a) Develop a tourism strategy for the Village and area. b) Complete the Kelly’s Bridge Project. 	<p>Ongoing, Mayor to start a Tourism Committee in 2015</p> <p>Ongoing, to be completed in the</p>

	<ul style="list-style-type: none"> c) Develop a multi use trail system. d) Begin a Village beautification program starting with upgrading signage, cleaning and painting Village structures and enhancing Village gardens. 	<p>spring of 2015. Completed/Ongoing Ongoing</p>
Village Operations	<ul style="list-style-type: none"> a) Begin to review and update Village bylaws. b) Reorganize the public works yard and build a storage shed for the public works equipment. c) Review and update the Village internal policies and procedures. d) Review the Village fee structure to ensure it is up to date and equitable including water, sewer, recreation, development and business license fees. 	<p>Ongoing Ongoing, new public works shed to be finished in 2015.</p> <p>Not Started</p> <p>Not Started</p>



Declaration of Disqualification of Council Members

Nil

2015 Strategic Objectives

In addition to completing the remaining 2014 objectives that were not completed the following objectives will be the focus of Council and staff in 2015.

Strategic Objectives	Measures
Community Relations	<ul style="list-style-type: none">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	<ul style="list-style-type: none">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) Continue to work with Telus to get cell service in the village.d) Work with local organizations and the Tourism committee 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.c) Continue to work with Engineering firm to measure water consumption for final water system design.d) Complete dam safety review.e) Investigate the viability of alternate water supplies.
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. c) Institute a new employee performance evaluation system.
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. b) Work with local organizations and Regional District to enhance the signage and wayfinding in the Village and Sayward Valley. c) Support and work with the Tourism Committee.
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

Appendix A:
Audited Financial Statements 2014