



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING AGENDA
OCTOBER 17, 2023 - 7:00 PM
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.

1. Call to Order

2. Public Input (Maximum of 2 minutes per speaker, 15 minutes total)

Mayor: "Public input is for the purpose of permitting people in the gallery to provide feedback and shall be no longer than 15 minutes unless approved by majority vote of Council; each speaker may provide respectful comment on any topic they deem appropriate and not necessarily on the topics on the agenda of the meeting. Each speaker may not speak for longer than 2 minutes but may have a second opportunity if time permits. Each speaker must not be allowed to speak regarding a bylaw in respect of which a public hearing has been held. For the record, please state your name and address."

3. Introduction of Late Items

4. Approval of Agenda

Recommended Resolution:

THAT the agenda for the Regular Meeting of Council for October 17, 2023, be approved.

5. Minutes of Previous Meetings

Recommended Resolutions:

THAT the minutes from the Regular Council meeting held on October 3, 2023, be adopted.

6. Petitions and Delegations

7. Correspondence - None

8. Council Reports - None

9. Reports of Committees - None

10. Mayor's Report - None

11. Unfinished Business - None

12. Staff Reports

a) Heat Pump Replacement - Sayward RCMP Detachment – Keir Gervais, CAO

Recommended Resolutions:

THAT Council accept the bid submission from Controlled Air Heating and Cooling for the heat pump replacement at the RCMP detachment at 610 Kelsey Way at a cost of \$11,223.89 exclusive of applicable taxes; and;

THAT staff be authorized to finalize the appropriate contract with Controlled Air Heating and Cooling; and

THAT staff be directed to report back to Council at the November 21, 2023 regular Council meeting with funding options for the heat pump replacement for Council’s consideration.

b) Consideration od Backyard Chickens (Hens) – Keir Gervais, CAO

Recommended Resolutions:

THAT Council receive the Backyard Chickens staff report for information and discussion; and,

THAT Council provide direction to Staff on next steps.

c) Request to Cancel the November 7, 2023 regular Council Meeting – Keir Gervais, CAO

Recommended Resolutions:

THAT Council receive the Request to Cancel the November 7, 2023 regular Council Meeting staff report; and

THAT Council approve the cancellation of the November 7, 2023 regular Council meeting, and direct staff to advertise accordingly.

13. Bylaws

a) Permissive Tax Exemption Bylaw No. 503, 2023

Recommended Resolution:

THAT Permissive Tax Exemption Bylaw No. 503, 2023 be given fourth and final reading.

14. New Business

15. Public Question Period (maximum 15 minutes)

Mayor: “The purpose of the public question period is to enable citizens to ask questions of Council about issues that are important to the citizen asking the question. Speakers are asked to limit their questions to one each and, if time permits after everyone has had an opportunity to ask questions, speakers may ask a second question. Citizens will be asked to state their name and address.”

16. In CameraRecommended Resolution:

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*:

- Section 90(1)(g) Litigation or potential litigation impacting the local government

17. Adjournment



**VILLAGE OF SAYWARD
REGULAR COUNCIL MEETING MINUTES
OCTOBER 3, 2023 - 7:00 PM
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 Kohen Gilkin
Councillor Sue Poulsen
Councillor Tom Tinsley

In Attendance: Keir Gervais, CAO/Recording Secretary
Jennifer Redshaw, Finance/Admin Clerk

1. Call to Order

The meeting was called to order at 7:04 pm.

2. Public Input

- a) Lorna Agnew of 764 Sayward Road: What is happening with the speed limit on Sayward Road? CAO indicated he has not yet had the opportunity to follow-up with the Ministry of Transportation and Infrastructure.
- b) Lorna Agnew of 764 Sayward Road: Asked for an update regarding staff's research into the past zoning changes around 764 Sayward Road. CAO indicated that Village staff have and continue to research the issues brought forward.

3. Introduction of Late Items

- a) Letter from MCAO Gervais requested Staff Report 12. h) be moved to the October 3, 2023 meeting.

4. Approval of Agenda

**MOTION R23/254
MOVED AND SECONDED**

THAT the agenda for the Regular Meeting of Council for October 3, 2023, be approved as amended.

Opposed Cllr Burchett CARRIED

5. Minutes of Previous Meetings

MOTION R23/255
MOVED AND SECONDED

THAT the minutes from the Regular Council meeting held on September 5, 2023, be adopted.

Opposed Cllr Burchett, Cllr Poulsen **CARRIED**

MOTION R23/256
MOVED AND SECONDED

THAT the minutes from the Special Council meeting held on September 12, 2023, be adopted.

Opposed Cllr Burchett, Cllr Poulsen **CARRIED**

6. Petitions and Delegations - None

7. Correspondence

- a) Letter from UBCM RE: 2023 Next Generation 911 Funding
- b) Letter from UBCM RE: Complete Communities Funding – *Land Use and Infrastructure Analysis for Zoning Modernization project*
- c) Letter from Sayward Futures Society RE: Letter of Support Request
- d) Letter from Sayward Futures Society RE: Request for Continued Use – Kelsey Centre
- e) Community Share Shed Report- August 2023
- f) Letter from Sayward School Parent Advisory Committee RE: 49th Annual Giant Stocking Raffle
- g) Letter from Milena Gradisar of Sayward RE: Loose Dog Issue

MOTION R23/257
MOVED AND SECONDED

THAT correspondence a), b), e) and f) be received.

CARRIED

MOTION R23/258
MOVED AND SECONDED

THAT the Village of Sayward recognizes the importance of Kelsey Bay Wharf and fully supports Sayward Futures Society in its endeavor to secure funding and resources to ensure that the Kelsey Bay Wharf remains open to the public as well as commercial traffic; and,

THAT the Village of Sayward provide a Letter of Support to Sayward Futures Society at the earliest convenience so that it may be used to secure possible provincial and/or federal funding, realizing time is of the essence.

CARRIED

MOTION R23/259
MOVED AND SECONDED

THAT Council approve continued use of the Kelsey Center for the remainder of the 2023 season (3 more evenings) at no cost and grant approval for the same arrangement (12 evenings) for the 2024 season; and,

THAT staff notify the organizer of Council’s decision as soon as possible.

CARRIED

MOTION R23/237

MOVED AND SECONDED

THAT correspondence c) and e) be received.

CARRIED

8. Council Reports – None

9. Reports of Committees – None

10. Mayor’s Report – None

11. Unfinished Business

MOTION R23/259

MOVED AND SECONDED

a) BC Epilepsy Society 2024 Proclamation (returned from Sept 5, 2023 meeting)

Recommended Resolutions:

WHEREAS Purple Day is celebrated on March 26 annually, during Epilepsy Awareness Month, to increase the knowledge and understanding of epilepsy in the community;

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS On Purple Day, people in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness;

AND WHEREAS There are over 50,000 people in British Columbia, over 380,000 people in Canada and over 65 Million people worldwide living with epilepsy;

AND WHEREAS The onset of epilepsy can occur at any stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day can improve the quality of life of people living with epilepsy, create a society that embraces the beauty of difference and help us understand how we can all come together to make the world a better place:

NOW THEREFORE I, **Mayor Baker**, DO HEREBY PROCLAIM Tuesday March 26th, 2024 as “PURPLE DAY” in the **Village of Sayward**.

CARRIED

12. Staff Reports

a) **Application to Rezone 18 Sayward Rd (Adama Developments) – Kevin Brooks, Planner**

**MOTION R23/260
MOVED AND SECONDED**

THAT Council give proposed zoning amendment bylaw No. 504 first and second reading;
and,

THAT Council direct staff to report back to Council with the proposed CAC for Council
consideration prior Public Hearing.

CARRIED

b) Grant in Aid Request – Secret Santa Committee – Lisa Clark, CFO/CO

**MOTION R23/261
MOVED AND SECONDED**

THAT Council receives the Grant in Aid Request – Secret Santa Committee staff report for
information and discussion.

CARRIED

**MOTION R23/262
MOVED AND SECONDED**

THAT the grant in aid of \$500 requested by the Secret Santa Committee in their
application dated September 11, 2023 be approved.

CARRIED

c) Verbal Updates - Keir Gervais, CAO

**MOTION R23/263
MOVED AND SECONDED**

a. 2023 UBCM Convention

Council recessed at 8:06 pm and reconvened at 8:31 pm.

b. Economic Development Coordinator

THAT Council received the CAO’s verbal updates for information.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

13. Emergency Services/Public Works/Recreation Department Reports

14. Bylaws

a) Permissive Tax Exemption Bylaw No. 503, 2023

**MOTION R23/264
MOVED AND SECONDED**

THAT Permissive Tax Exemption Bylaw No. 503, 2023 be given first, second and third reading.

Opposed Cllr Burchett, Cllr Poulsen

CARRIED

b) Zoning Amendment Bylaw No. 504, 2023

MOTION R23/265

MOVED AND SECONDED

THAT Zoning Amendment Bylaw No. 504, 2023 be given first and second reading.

CARRIED

15. New Business – None

16. Public Question Period

- a) Mark Agnew of 764 Sayward Road: Asked for an update regarding staff's research into the past zoning changes around 764 Sayward Road. *Mayor Baker indicated to Mr. Agnew that the CAO reported earlier in the meeting that staff is working on a report. CAO Gervais reiterated that the matter is complicated Village staff have and continue to research the issues brought forward.*
- b) Milena Gradisar of 261 Ambleside Drive: Asked if there is an issue with the microphone used for public question periods, as not everything could be heard during a portion of the question period at the previous Council meeting. *Mayor Baker advised that staff will look into this matter.*
- c) Karen Tinsley of 531 Macmillan Drive: Asked about an update regarding the allowance of backyard chickens; specifically, is the matter being dropped? *CAO Gervais stated that is working on this matter as time permits, and confirmed the matter is not being dropped.*
- d) Mark Agnew of 764 Sayward Road: Suggested the Asked for an update regarding staff's research into the past zoning changes around 764 Sayward Road. *Mayor Baker indicated to Mr. Agnew that the CAO reported earlier in the meeting that staff is working on a report. CAO Gervais reiterated that the matter is complicated Village staff have and continue to research the issues brought forward.*
- e) Lorna Agnew of 764 Sayward Road: Asked what goes on during in-camera meetings. for an update regarding staff's research into the past zoning changes around 764 Sayward Road. *Mayor Baker indicated to Mr. Agnew that the CAO reported earlier in the meeting that staff is working on a report. CAO Gervais reiterated that the matter is complicated Village staff have and continue to research the issues brought forward.*
- f) Lorna Agnew of 764 Sayward Road: Asked why the rezoning application for 18 Sayward Road seems to be receiving more attention versus her inquiries into previous rezoning around 764 Sayward Road. *Mayor Baker indicated that the rezoning application for 18 Sayward Road has been before Council for four years, and that the CAO has already indicated that staff are working on the matters related to previous rezoning around 764 Sayward Road.*

- f) Milena Gradisar of 261 Ambleside Drive: Asked about what would happen if there was an accident or fatality at the parking area at the head of Kelly’s Trail. *Mayor Baker explained that the property where the parking area is owned by Nature’s Trust.*
- g) Steve Ralph of 1664 Sayward Road: Asked if there is a bullying issue within Council and if Council is going to deal with it? *The Mayor stated that in-camera business cannot be discussed publicly, and that the public will know the facts when Council rises and reports.*
- h) Karren McClinton 281 Ambleside Drive: Asked for clarity about the procedure for public question period. *Mayor Baker explained the Council Procedure Bylaw.*
- g) Milena Gradisar of 261 Ambleside Drive: Asked for an update about staff’s response to the complaint about the loose dogs. CAO Gervais indicated he would follow-up with Ms. Gradisar the following day.

17. In Camera

**MOTION R23/266
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*:

- Section 90(1)(c) labor relations or other employee relations; and,

Opposed Cllr Burchett, Cllr Poulsen CARRIED

18. Adjournment

**MOTION R23/267
MOVED AND SECONDED**

THAT the Regular Meeting of Council for September 5, 2023 be adjourned.

Opposed Cllr Burchett, Cllr Poulsen CARRIED

The meeting was adjourned at 10:39 pm.

Mayor

Corporate Officer



STAFF REPORT

To: Mayor and Council
From: Keir Gervais, CAO
Subject: **Heat Pump Replacement - Sayward RCMP Detachment**
Meeting date: October 17, 2023

BACKGROUND

The Village of Sayward is the owner and landlord of the property and infrastructure at 610 Kelsey Way, with the current occupying tenant being the Royal Canadian Mounted Police (RCMP).

During the recent annual service, the serviceman advised the public works manager that the heat pump has reached the end of its service life and should be replaced immediately.

Section 9.1(c) of the Lease between the Village and Minister responsible for the RCMP outlines Landlord covenants (what the Village is responsible for) as follows:

that the said Premises are now in good state of repair and in tenable condition, and at all times during the term, will keep the Premises in good state of repair which includes all structural repairs, exterior or interior, and infrastructures including, but not limited to as they may apply, water, sewer, electrical, gas, or any such repairs which may be associated with the building structure or fixtures supplied by the Landlord, and to promptly, according to notice, make repairs as a prudent owner would and to not unreasonably withhold permission to allow the Tenant or his agent to make the said repairs and the cost of such repairs will be paid by the Landlord.

DISCUSSION

During the annual service of the heat pump at the RCMP detachment, the serviceman informed Village staff that the heat pump has reached the end of its service life and an immediate and full replacement is strongly recommended to avoid failure and subsequent hardships on the Tenant.

Staff requested quotes from three contractors. Three quotes were received; two of the quotes were provided by one contractor and the third quote was provided by another. One of the contractors did not submit a quote. The details of the quotes are set out in the table below, noting the pricing provided is exclusive of applicable taxes.

| Bidder | Quote |
|-------------------------------------------------------------------------|--------------|
| Controlled Air Heating and Cooling (Payne, 1yr parts warranty) | \$11,223.89 |
| AWL Tec LTD. (Carrier, 1yr parts warranty) | \$12,538.00 |
| Controlled Air Heating and Cooling (Mitsubishi, 10yr parts warranty) | \$16,427.72 |

As set out in the report recommendations, the low bid is being recommended. Controlled Air Heating and Cooling has indicated their ability to commence work within 2-3 weeks and, barring anything unforeseen, this is a one-day job.

Financial Considerations

Replacement of this heat pump is not included in the 2023-2027 budget.

Staff is not currently prepared to recommend the specific source of funds to pay for the heat pump and installation; however, staff can confirm the Village has ample funds. Staff proposes to report back to Council with options, and a recommendation, to pay for the replacement heat pump and installation by the November 21, 2023 regular Council meeting.

RECOMMENDATIONS

THAT Council accept the bid submission from Controlled Air Heating and Cooling for the heat pump replacement at the RCMP detachment at 610 Kelsey Way at a cost of \$11,223.89 exclusive of applicable taxes; and;

THAT staff be authorized to finalize the appropriate contract with Controlled Air Heating and Cooling; and

THAT staff be directed to report back to Council at the November 21, 2023 regular Council meeting with funding options for the heat pump replacement for Council's consideration.

Respectfully submitted,

Keir Gervais, CAO



STAFF REPORT

For: Mayor and Council
From: Keir Gervais, CAO
Subject: **Consideration of Backyard Chickens (Hens)**
Meeting date: October 17, 2023

BACKGROUND

Staff have been asked by Council to provide information on the keeping of backyard chickens (Hens) within the Village of Sayward municipal boundaries. The following resolutions were made in 2022 related to this topic:

MOTION R22/98

MOVED AND SECONDED

THAT Correspondence a) through d) be received by Council; and,

THAT Correspondence item a) be pulled at the request of Councillor Tinsley for discussion; and,

THAT Staff continue to seek grant activities for access projects and recognize Access Awareness Day for 2023;

THAT Correspondence item c) be pulled at the request of Mayor Baker for discussion; and,

THAT Council direct staff to investigate bylaw amendments allowing the keeping of chickens with parameters in place that restrict roosters, sales of eggs, location of coops and have clear provisions for inspections and enforcement and present to Council for review and discussion;

THAT Correspondence item d) be pulled at the request of Councillor Poulsen for discussion; and,

THAT the Village of Sayward renew its membership with BC Truck Loggers Association.

CARRIED

MOTION R22/158

MOVED AND SECONDED

THAT staff be directed to prepare a report regarding backyard chickens in the Village for the November 15, 2022 council meeting.

CARRIED

**MOTION R22/198
MOVED AND SECONDED**

THAT Council table this report to the 2023 strategic planning session.

Opposed Cllr Burchett

CARRIED

Despite Motion R22/198, this matter was not discussed during the 2023 strategic planning workshops; there was new staff, strategic and financial planning were behind schedule and therefore it is assumed that the previously stated intent to discuss this topic was accidentally forgotten about. As staff was not part of the 2022 discussions, the same report as presented in November 2022, with minor revisions, is now being provided to Council for consideration and to provide direction to staff regarding next steps.

DISCUSSION

At the September 20, 2022 council meeting, a letter written on behalf of several residents regarding the possessing of backyard hens was included in correspondence for Council's review. The letter suggested that backyard hens may assist with food security in the midst of supply chain issues in our ever-changing world.

The keeping of backyard hens is becoming more and more common in municipalities and Council should consider the benefits of backyard hens such as:

- the provision of a healthy and inexpensive food source
- hens can eat table scraps which can potentially reduce residential solid waste
- waste produced by hens can be composted and used in flower and vegetable gardens

However, there are also risks and concerns that Council should consider such as:

- wildlife conflicts and wildlife/human – the Village of Sayward is surrounded by forest and backyard hens can become an attractant to large predators such as cougars, bears, and wolves. Raccoons, mink, martens, birds of prey, and mice and rats can also be attracted to the smells associated with chickens
- Animal husbandry – chickens require care by an owner who will provide a dry, draft free shelter, clean water, and appropriate feed. Chickens are susceptible to a number of parasites and providing a dust bath is appropriate. If chickens become ill, owners need to be able to access veterinary care which can be difficult to access for people living in Sayward
- Waste material produced by chickens is high in nitrogen which releases ammonia gases as it breaks down. This can have a very distinct and unpleasant aroma if not composted or disposed of appropriately.

If Council chooses to go forward with allowing the keeping of backyard chickens Council should consider the adoption of a bylaw (or amendments to current bylaws) that set out standards by which birds can be kept. Consideration must be given to adequate care by potential owners, the risk of attraction and attacks from wildlife or roaming domesticated dogs or cats, and the lack of veterinarian services in the Sayward area. Staff have attached 2 documents

for Council's review, "*Thinking of keeping backyard chickens?*" (BCSPCA February 2022) and "*WildSafeBC position paper on the raising of urban livestock*".

Staff have reviewed several Village bylaws and have determined several amendments are needed if Council chooses to move forward with allowing backyard chickens in the Village.

Zoning Bylaw (Public Hearing possibly required depending on amendments):

The current zoning bylaw states that the keeping of livestock is currently prohibited in all zones:

301 Uses Permitted In All Zones

1) In addition to the uses specifically permitted in particular zones, the following uses are permitted in all zones:

- a) Utility use;
- b) Park Use;
- c) Ecological reserves;
- d) Fish hatcheries;
- e) Agricultural use excluding the keeping of livestock;
- f) Low impact recreation.

"Livestock" however has not been defined in the zoning bylaw, so it is unclear whether the intent was to prohibit larger animals such as pigs, sheep and cows for example, or to prohibit the keeping of all farm animals. If Council wishes to proceed with allowing backyard hens in the Village, Staff recommend an amendment to the zoning bylaw as follows:

- an addition of "Livestock" to the definition section with a disclaimer that livestock does not include backyard hens
- an addition of "Backyard Hens" to the definition section; this could clarify that this definition does not include roosters.
- possible amendments to setbacks

Animal Control Bylaw:

The Village of Sayward Animal Control Bylaw was based on Campbell River's Animal Control Bylaw and it is staff's opinion that a new bylaw needs to be written in order to rectify errors and omissions in the current bylaw. Several Schedules need to be removed and reference to the Fees & Charges bylaw needs to be included. If Council chooses to go ahead with the allowing of backyard chickens the following items will also need to be included in the new bylaw:

- definition of backyard chickens (no roosters)
- maximum amount of chickens
- maximum enclosure height, and parameters on construction specs
- minimum age of chickens
- prohibition on slaughtering of chickens
- leftover feed and manure to be disposed regularly

- adequate food, water, shelter, light, ventilation, veterinary care, scratching and dust bathing provided
- no selling of eggs, meat, chicken products, or manure permitted

Public Nuisance Bylaw (draft status):

This bylaw will need to be amended to include parameters around noise, smell, attractants, and other issues related to the keeping of backyard chickens.

Ticketing Bylaw:

A fine schedule will need to be added to the Ticketing Bylaw for violations.

Staff also recommend a legal review be undertaken to ensure bylaw amendments are following current legislation and best practices.

STAFF RECOMMENDATIONS

THAT Council receive the Backyard Chickens staff report for information and discussion; and,
THAT Council provide direction to Staff on next steps.

Respectfully submitted,



Keir Gervais, CAO

Attachments:

- **Thinking of keeping backyard chickens? BC SPCA Views on Urban Chickens**
- **WildSafeBC's position paper on urban chickens**

[BC SPCA \(https://spca.bc.ca\)](https://spca.bc.ca) > [News Stories \(https://spca.bc.ca/news/\)](https://spca.bc.ca/news/) > Thinking of keeping backyard chickens?

Thinking of keeping backyard chickens?

February 7, 2022

The BC SPCA supports consumers seeking alternatives to eggs produced by caged laying hens. Raising backyard laying hens has become a popular option in both rural and urban areas. However, hens can be a lot of work and bring their own unique challenges, so they aren't the right fit for everyone.



If you are thinking of keeping hens, it is important to consider if you have the knowledge, time, resources, and commitment needed to care for them. Make sure you are prepared to properly care for hens before buying them – poultry veterinarians or experienced farmers are good sources of information. Often, social media is not a reliable source.

Here are some important questions to ask yourself:

Are there legal obligations to caring for backyard laying hens?

Consult your local bylaws first to know if backyard hens are permitted in your area, and if there are any specific requirements that must be followed. Try searching your municipality's name and "backyard chickens." Here are a few commonly asked about locations:

- [Cranbrook \(https://cranbrook.civicweb.net/document/5350\)](https://cranbrook.civicweb.net/document/5350)
- [Kamloops \(https://www.kamloops.ca/our-community/community-initiatives/food-urban-agriculture/urban-hens\)](https://www.kamloops.ca/our-community/community-initiatives/food-urban-agriculture/urban-hens)
- [Prince George \(https://www.princegeorge.ca/City%20Services/PublishingImages/Pages/AnimalControlServices/Responsible%20Animal%20Ownership%20Bylaw%2\)](https://www.princegeorge.ca/City%20Services/PublishingImages/Pages/AnimalControlServices/Responsible%20Animal%20Ownership%20Bylaw%2)
- [Smithers \(https://www.smithers.ca/node/405\)](https://www.smithers.ca/node/405)
- [Vancouver \(http://vancouver.ca/people-programs/backyard-chickens.aspx\)](http://vancouver.ca/people-programs/backyard-chickens.aspx)
- [Victoria \(http://www.vacs.ca/bylaw-regulations/backyard-chickens/register-your-chickens\)](http://www.vacs.ca/bylaw-regulations/backyard-chickens/register-your-chickens)

It is very important to the well-being of hens to have at least two hens so they don't get lonely. However, municipalities may have restrictions on the maximum number of hens permitted on one property. New hens must be carefully introduced to the flock to ensure they get along.

Hens will lay eggs on their own; a rooster is not required. But what happens if you accidentally get a rooster? Hens and roosters look very similar as chicks, and even experienced breeders sometimes mistake a rooster for a hen. Municipalities who allow backyard laying hens often do not allow roosters due to noise. Ensure you have made arrangements in advance with the breeder to return any unexpected roosters to them.

Those caring for backyard laying hens must follow the requirements of the [Canadian Code of Practice \(https://www.nfacc.ca/codes-of-practice/pullets-and-laying-hens\)](https://www.nfacc.ca/codes-of-practice/pullets-and-laying-hens) for laying hens. However, it is recommended to go above and beyond what is required in this Code in order to further improve your hens' welfare.

Can you provide a suitable environment for laying hens?

Laying hens require a comfortable, clean, well-ventilated, and secure house that provides them enough space to walk around and flap their wings. Hen houses (or coops) can be bought from stores, or you can make your own. Hen houses must have litter for chickens to scratch around in, perches for roosting, and comfortable nest boxes for hens to lay their eggs. They must also protect hens from the weather and predators like wild animals or cats and dogs.

Do you have an outdoor area that hens can explore? Exploring an outdoor environment allows hens to perform many natural behaviours, such as scratching around in the dirt, foraging through the grass, and dustbathing. The outdoor area should be enclosed with secure fencing to keep other animals out, and must be safe to ensure hens cannot become trapped within it or injured by it. Feed should be stored in secure containers and in an enclosed area to prevent attracting wildlife.

Do you have access to veterinary care in your community?

Is there a veterinarian in your community that has experience treating chickens? It is essential you have a relationship with a veterinarian to help keep your hens healthy, and who can assist you if any health concerns come up, including euthanasia.

Do you know how to prevent and detect disease in chickens?

Chickens are susceptible to diseases that can cause serious illness and even death. It is important that you follow guidelines to reduce the risk of disease. These include:

- Preventing contact between your hens and wild birds or other animals
- Regular cleaning of the hens' environment and equipment (e.g., feed and water dispensers)
- Recognizing common symptoms of health problems, and notifying your veterinarian of concerns. Signs to look for include:
 - Lack of energy or appetite
 - Coughing, difficulty breathing, or sneezing
 - Discharge from nostrils or eyes
 - Diarrhea
 - Decreased egg production
 - Hunched posture, head tucked under wing, drooping wings or tail
 - Lameness (abnormal walk)
 - Hiding
- Limit exposure to visitors – people can spread diseases to hens too
- Keep new hens separate when entering your flock until it's known they are healthy



Are you aware of the risks to human health associated with keeping laying hens?

Chickens can carry various viruses and bacteria that can infect people, including Bird flu (**Avian influenza** (<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/animals-and-crops/animal-health/reportable-notifiable-diseases/avian-influenza-ai>)), *Campylobacteriosis* (*Campylobacter* bacteria), *E. coli* (*Escherichia coli* bacteria), and *Salmonellosis* (*Salmonella* bacteria). In most cases, these diseases are spread through the feces (poop) of infected chickens, contaminated food, or the environment.

It is very important that proper hygiene practices are followed to reduce your risk of disease. This includes:

- Always washing your hands after handling hens, or anything in their environment
- Not eating or drinking where your hens live or roam
- Not allowing hens to enter your home
- Wearing a separate pair of shoes for hen care, and keeping these shoes outdoors
- Remaining outdoors when cleaning equipment (e.g., feed and water containers)

Do you know how to feed laying hens a well-balanced diet?

Providing laying hens a proper diet is essential to keeping them happy and healthy. Pet store bird feed may not meet the nutritional needs of your hens. A good quality commercial poultry feed should be the main part of their diet. Always consult with your veterinarian to ensure you are meeting the nutritional requirements of your hens throughout their lives.

To help your hens digest their food, they should have access to grit, such as gravel. It is very important your hens receive enough calcium in their diet, as calcium is used to produce eggs. If not, calcium deficiency can lead to osteoporosis (weak bones), as calcium normally used to form strong bones is instead being used for egg production.

In addition to feed, hens must have constant access to clean drinking water.

Do you know how to provide enrichment to your hens to keep them happy?

Enrichment mentally stimulates chickens and allows them to perform natural behaviours. If your hens are not provided with enrichment, they may become stressed and frustrated. This could lead to the development of harmful behaviours such as feather pecking or bullying of other hens.

Enrichment can come in many different forms (<https://spca.bc.ca/news/backyard-chickens-enrichment/>), such as providing platforms for hens to explore, toys for hens to play with, or treat dispensers. It is important for enrichment items to be changed regularly, so that the hens do not become bored.

What will you do with hens who have stopped laying eggs?¹⁹

Hens can live for five to 11 years, yet their egg-laying diminishes significantly after the first year. Hens may stop laying eggs well before they reach the end of their natural life. Like any senior pet, older hens need special care to keep them healthy.

How will you dispose of chicken waste?

How will you dispose of used litter, feathers the hens shed, and all that poop in an environmentally conscious way? Chicken waste can make a great garden compost, but do you have the time and space to carefully compost it?



Laying hens can be a great addition to your backyard as a source of eggs. But like any animal, it's important to ensure you are prepared and equipped to meet their unique needs – leading to happy and healthy hens.

For more information, [email the BC SPCA \(mailto:farminfo@sPCA.bc.ca\)](mailto:farminfo@sPCA.bc.ca).

FarmSense newsletter

Are you passionate about farm animal issues? Subscribe to FarmSense newsletter. Four times per year you will receive news and information on what the BC SPCA is doing to help further farm animal welfare in Canada!

First Name

Last Name

 Email Address

SIGNUP



WildSafeBC position paper on the raising of urban livestock

WildSafeBC understands and supports the concepts of local food security and we recognize that the raising of chickens and urban animal husbandry can be a part of a local food strategy. At the same time we would recommend that any production of food be done in a manner that is environmentally responsible and sustainable. Part of that responsibility lies in ensuring local food production does not create attractants for local wildlife.

WildSafeBC does not take a stance on whether or not animal husbandry (keeping of chickens, goats, pigs, bees, etc.) should be allowed in a municipal setting, but, if a municipality does allow for it then we encourage the adoption of bylaws that set out the following standards by which the practice can be undertaken. Please note that the recommendations are not meant to be exhaustive but only address those issues around reducing human/wildlife conflicts.

Important: The following guidelines can only reduce conflict, not completely rid a community of the conflict that will be created by allowing an attractant such as chickens within their boundaries.

If farm animals are to be kept in an urban setting, then the following minimum guidelines should be observed:

1. The raising of any domestic animals be conducted in such a manner as to not attract wildlife.
2. Specific measures that should be taken include:
 - a. The enclosure should have a properly installed and well maintained electric fence set up around its perimeter (see WildSafeBC's document called Electric Fence Guidelines)
 - b. The enclosure should be built in such a way as to exclude larger wildlife such as fox, coyote, cougar even without the application of electric fencing.
 - c. For chickens and small animals a coop or hutch within the enclosure should provide the animals with a safe roosting/nesting area and should be able to be closed for the night and be built so as to exclude small predators such as weasels, skunks or martens.
 - d. Enclosures should be located away from cover and within good sight lines for people approaching the enclosure.
 - e. Animals should be fed in such a manner as to ensure that no feed is left uneaten and available to wildlife. Feed which is not used by the animals should be cleaned out on a daily basis.
 - f. All feed should be stored in airtight, wildlife-resistant containers in locations that are not easily accessed by wildlife.
 - g. Any other wildlife attractants in close proximity to the enclosure must be managed so as not to attract wildlife to the enclosure.
3. In the event that the enclosure is breached by wildlife the incident should be reported immediately to the provincial hotline (1-877-952-7277).



STAFF REPORT

For: Mayor and Council
From: Keir Gervais, CAO
Subject: Request to Cancel the November 7, 2023 Regular Council Meeting
Meeting date: October 17, 2023

The purpose of this report is to seek Council approval to cancel the November 7, 2023 regular Council meeting.

BACKGROUND

Per Bylaw No. 416 - Village of Sayward Council Procedure Bylaw, 2015:

Notice of Council Meetings

6.) (2) Where revisions are necessary to the annual schedule of regular Council meetings, the Corporate Officer must, as soon as possible, post a notice at the Public Notice Posting Places which indicates any revisions to the date, time and place or cancellation of a regular Council meeting.

DISCUSSION

Due to numerous circumstances outside of staff's control, including but not limited to reduced staff resources, staff is currently busier than normal and finding it difficult to advance Council's priorities in a timely fashion and keep to the Council meeting schedule.

Staff proposes that the November 7, 2023 regular Council meeting be cancelled in order to allow staff time to catch-up on various administration duties and service-related projects/initiatives and allow for more fulsome reporting at the regular Council meeting on November 21, 2023.

STAFF RECOMMENDATIONS

THAT Council receive the Request to Cancel the November 7, 2023 regular Council Meeting staff report; and

THAT Council approve the cancellation of the November 7, 2023 regular Council meeting, and direct staff to advertise accordingly.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'KG', written in a cursive style.

Keir Gervais, CAO



VILLAGE OF SAYWARD
BYLAW NO. 503

A BYLAW TO AUTHORIZE THE TAX EXEMPTION OF CERTAIN LANDS AND IMPROVEMENTS FOR THE YEARS 2024-2028

WHEREAS Section 224 of the *Community Charter* empowers Council, by bylaw, to exempt from taxation imposed under Section 197 (1) of the *Community Charter* any land or improvements or both land and improvements, owned or held by a charitable, philanthropic or other not for profit corporation the Council considers are used for a purpose that is directly related to the purposes of the corporation;

AND WHEREAS the Village of Sayward wishes to grant certain permissive tax exemptions for the years 2024-2028 within the limitations of the *Community Charter*;

NOW THEREFORE, the Council of the Village of Sayward in open meeting assembled enacts as follows:

1.0 CITATION

1.1 This Bylaw may be cited for all purposes as “**Permissive Tax Exemption Bylaw No. 503, 2023**”.

2.0 EXEMPTIONS

2.1 The following lands and improvements are exempted from the taxation imposed under Section 197(1) (a) of the *Community Charter* for the years 2024 to 2028:

a) Royal Canadian Legion Sayward Valley Branch No. 147, 699 Sayward Rd., PID 004-412-044, LOT 2, PLAN VIP14387, SECTION 31, TOWNSHIP 3, SAYWARD LAND DISTRICT

b) Nature Trust of BC, 806 Sayward Rd., PID 000-558-753, SECTION 31, TOWNSHIP 3, SAYWARD LAND DISTRICT, FR S 1/2 OF FR SE ¼

c) Nature Trust of BC, PID 011-207-159, LOT 1, PLAN VIP46435, SECTION 31, TOWNSHIP 3, SAYWARD LAND DISTRICT

d) Nature Trust of BC, PID 000-558-796, SECTION 30, TOWNSHIP 3, SAYWARD LAND DISTRICT, EXCEPT PLAN 280RW, W 20 CHNS OF NE 1/4 EXC E 10 CHNS OF S 20 CHNS & EXC PL 1240R

e) Nature Trust of BC, PID 009-776-753, SECTION 30, TOWNSHIP 3, SAYWARD LAND DISTRICT, EXCEPT PLAN 280RW, E 20 CHNS OF NE 1/4 & EXC PL 14956

Read a first time on the 3rd day of October 2023.

Read a second time on the 3rd day of October 2023.

Read a third time on the 3rd day of October 2023.

Adopted on the ___ day of _____ 2023.

Certified a true copy of Bylaw
No. 503 this ___ day of

Chief Administrative Officer
Village of Sayward

Mayor

Corporate Officer