



## AGENDA

**Agenda for the Regular Meeting of the Tahsis Village Council  
to be held on April 7, 2020 in the Council Chambers  
Municipal Hall, 977 South Maquinna Drive**

**Remote access:** To attend this meeting remotely please dial  
**1-877-385-4099** then enter the participant code **5509888#**

**A. Call to Order** Mayor Davis will call the meeting to order at 7:00 p.m.

Mayor Davis will acknowledge and respect that we are meeting upon  
Mowachaht/Muchalaht territory.

**B. Introduction of  
Late Items**

**C. Approval of the  
Agenda**

**D. Petitions and  
Delegations** None.

**E. Public Input # 1**

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- F. Adoption of the Minutes**
- 1 Committee of the Whole March 16, 2020**
  - 2 Committee of the Whole March 17, 2020**
  - 3 Minutes of the Regular Council Meeting held on March 17, 2020.**

**G. Rise and Report** None.

- H. Business Arising**
- 1 Village of Tahsis (in conjunction with the Strathcona Regional District) Novel Coronavirus Disease (COVID-19) Response Plan Level 3**

- J. Council Reports**
- 1 Mayor Davis**
  - 2 Councillor Elder**
  - 3 Councillor Fowler**
  - 4 Councillor Llewellyn**
  - 5 Cheryl Northcott**

- K. Bylaws**
- 1 Council Procedure Amendment Bylaw No. 625, 2020  
A Bylaw to Amend the Village of Tahsis Council Procedure Bylaw (Consolidated and Amended) No. 495, 2004 to facilitate electronic Council meetings.  
Adoption**
  - 2 Village of Tahsis Official Community Plan Bylaw No. 623, 2020  
Second Reading**

- L. Correspondence**
- 1 Vincient Hanemayer, P. Eng. email Re: Western Forest Products Inc. Contaminated former Hemlock Mill Site (Tahsis)**
  - 2 Charles St-Denis, Retired Captain, Letter to Mayor and Council Re: EOC Censorship of Personal Expression**
  - 3 City of Prince George- UBCM Resolution Re: Payments from Opioid Class Action Lawsuits**

- M. New Business**
- 1 None.**

**N. Public Input #2**

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**Rise and Report**

**P. Adjournment**



## Minutes

Village of Tahsis

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|                |  |
|----------------|--|
| <b>Meeting</b> | <b>Committee of the Whole</b>            |
| <b>Date</b>    | <b>Monday March 16, 2020</b>             |
| <b>Time</b>    | <b>1:00 p.m.</b>                         |
| <b>Place</b>   | <b>Municipal Hall - Council Chambers</b> |

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**Present** Mayor Martin Davis  
Councillor Sarah Fowler  
Councillor Lynda Llewellyn  
Councillor Cheryl Northcott

**Absent** Councillor Bill Elder

**Staff** Mark Tatchell, Chief Administrative Officer  
Sarah Greer, UVic MPA co-op student.

**Public** No public

### Call to Order

Mayor Davis called the meeting to order at 1:04 p.m.

Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory

### Introduction of Late Items

Village's COVID-19 response; Rec Centre closure

### Approval of the Agenda

**Fowler : COW 026/2020**

**THAT** the Agenda for the March 16, 2020 Committee of the Whole meeting be adopted as amended.

**CARRIED**

## **Business Arising**

### **1 Draft Zoning Bylaw and Draft Development Procedures Bylaw: Briefing and Discussion**

- 1. Urban Agriculture/ Community Care Facilities - municipal comparison table**
- 2. Temporary Use Permit Procedures Draft**
- 3. Development Procedures Bylaw Draft**
- 4. Zoning Bylaw Table of Concordance**

**Fowler : COW 027/2020**

**THAT** these documents be received.

**CARRIED**

Council provided direction on zoning for urban agriculture and community care facilities. Temporary use permits will not be incorporated into the proposed zoning bylaw. Council was briefed on the draft Development Procedures Bylaw and were encouraged to provide comments to staff. Staff briefed Council on the changes to the Table of Concordance. Draft Zoning Bylaw to be forwarded to legal counsel for review.

### **2 COVID-19 Response**

**Fowler: COW 028/2020**

**THAT** Council engage in a discussion regarding COVID-19

**CARRIED**

Staff briefed Council on the current planning and proposed measures consistent with the BC Centre for Disease Control advice and actions taken by other local governments. All options are under consideration, including closure of public facilities (e.g., Rec Centre). Staff to investigate authority for Council to meet electronically.

## **Adjournment**

**Fowler: COW 029/2020**

**THAT** the meeting adjourn at 4:45 p.m.

**CARRIED**

Certified correct this  
7th Day of April, 2020

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Corporate Officer



## Minutes

Village of Tahsis

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|                |  |
|----------------|--|
| <b>Meeting</b> | <b>Committee of the Whole</b>            |
| <b>Date</b>    | <b>Tuesday March 17, 2020</b>            |
| <b>Time</b>    | <b>12:00 p.m.</b>                        |
| <b>Place</b>   | <b>Municipal Hall - Council Chambers</b> |

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|                |  |                                  |
|----------------|--|----------------------------------|
| <b>Present</b> | Mayor Martin Davis<br>Councillor Bill Elder<br>Councillor Sarah Fowler<br>Councillor Lynda Llewellyn<br>Councillor Elect Cheryl Northcott  |                                  |
| <b>Staff</b>   | Mark Tatchell, Chief Administrative Officer  |                                  |
| <b>Guests</b>  | Mike Pearson, PEng, District Manager, Vancouver Island District, Ministry of Transportation and Infrastructure (MoTI)<br>Shawn Haley, Operations Manager, Courtenay Area Office, MoTI<br>Ashley Cousens, Area Manager, Courtenay Area Office, MoTI | by phone<br>by phone<br>by phone |
| <b>Public</b>  | No public in attendance  |                                  |

### Call to Order

Mayor Davis called the meeting to order at 12:00 p.m.

Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory

### Introduction of Late Items

No late items

### Approval of the Agenda

#### **Llewellyn : COW 030/2020**

**THAT** the Agenda for the March 17, 2020 Committee of the Whole meeting be adopted as amended.

**CARRIED**

## **New Business**

### **Ministry of Transportation and Infrastructure area and regional staff- Re: Head Bay FSR Maintenance and Improvements**

Ministry staff responded to questions which Mayor and Councillor had sent earlier. All questions related to Council's criticism of the maintenance and capital improvements to the Head Bay FSR and the model of contracted road maintenance. Ministry staff noted that the Head Bay FSR is inspected once/month. Ministry staff reviewed the work reported by Mainroad North Island Contracting LP (Mainroad) and determined that Mainroad is meeting the quantities stipulated in the contract specifications. Ministry staff offered to inform Council when the road is being inspected so they could drive the road at the approximate same time. There are no plans for new hard surfacing of the road in the provincial 2020 capital plan. Ministry staff clarified the international bridge symbol but also agreed to review bridge and safety signage. Ministry staff advised that there are no plans to install a road cam at the Bull Lake Summit.

### **Adjournment**

**Llewellyn: COW 031/2020**

**THAT** the meeting adjourn at 1:10 p.m.

**CARRIED**

Certified correct this  
7th Day of April, 2020

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Corporate Officer

**Minutes**

|                       |  |
|-----------------------|--|
| <b><u>Meeting</u></b> | <b>Regular Council</b>                   |
| <b><u>Date</u></b>    | <b>March 17, 2020</b>                    |
| <b><u>Time</u></b>    | <b>7:00 PM</b>                           |
| <b><u>Place</u></b>   | <b>Municipal Hall - Council Chambers</b> |

**Present**

Mayor Martin Davis  
Councillor Bill Elder  
Councillor Sarah Fowler  
Councillor Lynda Llewellyn  
Councillor Cheryl Northcott

**Staff**

Mark Tatchell, Chief Administrative Officer  
Janet StDenis, Finance and Corporate Services Manager

**Public**

1 member of the public

**A. Call to Order**

Mayor Davis called the meeting to order at 7:00 p.m.  
Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory

**B. Introduction of Late Items and Agenda Changes**

M3 under New Business- the Village of Tahsis Novel Coronavirus Disease (COVID-19) Response Plan and K1 under Bylaws - Bylaw No. 625, 2020 -An Amendment to the Village of Tahsis Council Procedure Bylaw

**C. Approval of the Agenda**

**Fowler/Elder: VOT 0133/2020**

**THAT** the Agenda for the March 17, 2020 Regular Council meeting be adopted as amended.

**CARRIED**

**D. Petitions and Delegations**

**None.**

**E. Public Input # 1**

A member of the public made a suggesting regarding the composition of the Age Friendly Committee members.

**F. Adoption of the Minutes**

**1 Committee of the Whole March 3, 2020**



**Llewellyn/Elder: VOT 0134/2020**

**THAT** the Committee of the Whole meeting minutes of March 3, 2020 be adopted as presented.

**CARRIED**

**2 Minutes of the Regular Council Meeting held on March 3, 2020.**

**Fowler/Elder: VOT 0135/2020**

**THAT** the Regular Council meeting minutes of March 3, 2020 be adopted as presented.

**CARRIED**

**G. Rise and Report**

On March 4, 2020, a Statutory Right of Way and Covenant for the Community Unity Trail to cross District Lot 625, a property owned by Moth and Lamb Projects Inc., was executed by the Village and the property owners and registered with the Land Title and Survey Authority of BC. This agreement, which took two years to complete, means that the Village's application under the Forest and Range Practices Act seeking approval for the trail can go forward for review by Ministry staff.

**H. Business Arising**

None.

**J. Council Reports**

**Mayor Davis (written report)**

What a difference a couple of weeks makes! While regular council business continues, all out-of-town meetings are being cancelled or reset to teleconference to reduce interactions with other people, due to the COVID-19 outbreak. A lot of my own time has been taken up by researching the issue, staying up on the latest developments, and formulating responses accordingly. As of today, closures in town include the rec centre, the library, seniors society and the village office to walk-ins. Of particular concern is that the federal government has not closed the US border to casual traffic. That would seem prudent, while allowing commercial traffic to keep the food and products moving.

Given the lack of a true public health care system there to conduct proper screening and that Washington State has the largest cluster of cases in the US, this is concerning. In the meantime, we need to focus on social distancing which means no handshakes or hugs! Businesses in town will have to take extra efforts to decontaminate door handles, counters and any places used by the public. People coming to town from the US or other areas with major outbreaks need to practise self-isolation. That doesn't mean you can't go out for walks and enjoy our beautiful weather. In fact, getting outside is one of the best things you can do to keep healthy, regardless. It is not a time to panic, just be prudent. It is telling that China, by enforcing self-isolation, is getting through the major outbreak already. The point is to slow the spread of the outbreak in order to keep the hospitals from being completely overwhelmed, which minimizes the effect of the disease and hopefully buys us time to work on treatments. It doesn't hurt for all of us to take a break once in a while!

**Councillor Elder**

No report.

**Councillor Fowler (written report)**

Honorable mayor and council

This week is certainly going so quickly and moving in many direction that its hard to focus on priorities.

However the 3 documents below are included for the minutes.

The first two are agendas and minutes from the last Nootka Sound Watershed Society and last one is the notes from the UBCM Off Road Vehicle conference call.

Thanks to all the staff as we are hyper alert and pivoting for the COVID pandemic.

Wash your hands and cancel your plans.

Submitted respectfully

smf

**Councillor Llewellyn (written)**

I was out last week to the SRD and the Solid Waste meetings as the Mayor's alternate. At the SRD meeting we had a presentation from the Forest Enhancement of British Columbia (FESBC). This was interesting and they have funded a fair number of things on the mainland but have very few initiatives on the coast or the Island. While they have money to give to projects it would seem that this is less geared to local governments and more to business or non-profits in the forestry sector.

At the meetings in Campbell River there was some talk about COVID19 and how it would impact future meetings but it still seemed more what if then something we urgently need to do. I didn't feel the need to stock up and so only purchased a small amount of groceries as I supposed to be out again this week and next for meetings. It all seemed somewhat alarmist to me a week ago. In the last couple of days I have 2 conferences in Vancouver cancelled on me (one in April for VIRC and one in May that was personal). My meetings this week and next have been cancelled. We have received news that AVICC has been cancelled. Locally our Rec Centre and Library are now closed. It is now becoming apparent that this pandemic is coming out way. We do not need to panic, but we do need to be prepared. We need to follow the advice to be socially distant from people...but we still need to check on our most vulnerable. I am a hugger...it is hard for me to not hug at this time but out of respect for everyone's health I will refrain at this time...but when this is over....I will be hugging you all.

Respectfully submitted  
Councillor Llewellyn

**Councillor Northcott**

No report.

**Fowler/Elder: VOT 0136/2020**

**THAT** the Council Reports be received.

**CARRIED**

**K. Bylaws**

**Council Procedure Amendment Bylaw No. 625, 2020**

**A Bylaw to Amend the Village of Tahsis Council Procedure Bylaw (Consolidated and Amended) No. 495, 2004 to facilitate electronic Council meetings.**

**First, Second and Third Reading**

**Fowler/Llewellyn: VOT 0137/2020**

**THAT** the Council Procedure Amendment Bylaw No. 625, 2020 be received for consideration.

**CARRIED**

**Fowler/Llewellyn: VOT 0138/2020**

**THAT** the Council Procedure Amendment Bylaw No. 625, 2020 receive a first reading on the 17th Day of March 2020.

**CARRIED**

**Fowler/Llewellyn: VOT 0139/2020**

**THAT** the Council Procedure Amendment Bylaw No. 625, 2020 receive a second reading on the 17th Day of March 2020.

**CARRIED**

**Fowler/Llewellyn: VOT 0140/2020**

**THAT** the Council Procedure Amendment Bylaw No. 625, 2020 receive a third reading on the 17th Day of March 2020.

**CARRIED**

**L. Correspondence**

**Brock Macdonald, Executive Officer, Recycling Council of British Columbia**

- 1 letter Re: Recycling Council of British Columbia's (RCBC) 46th Annual Conference on Circular Economy**

**Mayor Noël, District of Ucluelet letter Re: Implementation of the**

- 2 Recommendations of the Report on the Standing Committee on Fisheries and Oceans**

- 3 UBCM Letter re: UBCM Resolutions Process**

**Fowler/Elder: VOT 0141/2020**

**THAT** these correspondence item be received.

**CARRIED**

**M. New Business**

- 1 Report to Council Re: Grant-in Aid Policy Review**

The CAO spoke to the Grant-in Aid Policy Review. A discussion followed.

**Fowler/Elder: VOT 0142/2020**

**THAT** this Report to Council be received.

**CARRIED**

**Elder/Llewellyn: VOT 0143/2020**

**THAT** the current Grant-in Aid policy be rescinded until an alternative policy is adopted.

**CARRIED**

**1 "no" vote registered  
Councillor Fowler**

- 2 Tahsis Revitalization Org. Grant-in Aid Application**

**Llewellyn/Elder: VOT 0144/2020**

**THAT** this Grant-in Aid application not be received.

**CARRIED**

- 3 Village of Tahsis (in conjunction with Strathcona Regional District) Novel Coronavirus Disease (COVID-19) Response Plan**

A brief discussion followed.

**Fowler/Elder : VOT 0145/2020**

**THAT** the Village of Tahsis Novel Coronavirus Disease (COVID-19) Response Plan be received.

**CARRIED**

**Llewellyn/Elder : VOT 0146/2020**

**THAT** the Village of Tahsis Novel Coronavirus Disease (COVID-19) Response Plan be approved.

**CARRIED**

**Fowler/Llewellyn: VOT 0147/2020**

**THAT** public participation at council meetings be restricted to phone call-in until the Health Emergency has been rescinded by the provincial health authority.

**CARRIED**

**N. Public Input #2**

None.

**Adjournment**

**Fowler/Elder: VOT 0148/2020**

**THAT** the meeting be adjourned at 8:05 p.m.

**CARRIED**

**Certified Correct this**

7th Day of April, 2020

**Chief Administrative Officer**



**Village of Tahsis  
(in conjunction with the Strathcona Regional District)  
Novel Coronavirus Disease (COVID-19)  
Response Plan**

**Version 1.2 - March 17, 2020**

**RECORD OF AMENDMENTS**

| VERSION NO. | RELEASE DATE   | NOTES                                |
|-------------|----------------|--------------------------------------|
| 1.0         |                | Initial Plan                         |
| 1.1         | March 16, 2020 | Minor edits to tailor to Tahsis      |
| 1.2         | March 17, 2020 | Communication to residents clarified |
|             |                |                                      |
|             |                |                                      |
|             |                |                                      |
|             |                |                                      |
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**DISTRIBUTION LIST**

When amendments are made, copies will be circulated to the following groups:

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## 1. BACKGROUND

In January 2020 the World Health Organization (WHO) declared the outbreak of a new coronavirus disease in Hubei Province, China to be a Public Health Emergency of International Concern. WHO stated there is a high risk of the 2019 coronavirus disease (COVID-19) spreading to other countries around the world.

### How COVID-19 spreads

When someone who has COVID-19 coughs or exhales they release droplets of infected fluid. Most of these droplets fall on nearby surfaces and objects - such as desks, tables or telephones. People can catch COVID-19 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth. If they are standing **within one meter** of a person with COVID-19 they can catch it by breathing in droplets coughed out or exhaled by them. In other words, COVID-19 spreads in a similar way to flu.

### Purpose of this Plan

The Village of Tahsis has developed this response plan based on available documentations and best practices, to strengthen preparedness at the local level for COVID-19. This response plan is aligned with the Strathcona Regional District plan which serves as a potential guide for a regional response recognizing that each organization has the discretion to implement or adjust any proposed activities depending on emergent conditions and information.

The Village of Tahsis COVID-19 Response Plan supports the strategies of Island Health and the First Nations Health Authority while accommodating the specific circumstances of the municipality. Where possible, activities will align with regional, provincial, national and World Health Organization guidelines. This plan is aligned with the Province of British Columbia's 2020 Pandemic Plan.

### Prevention

The most important thing people can do to prevent coronavirus and other illnesses is to **wash their hands regularly** and avoid touching their faces.

There are currently no vaccines available to protect against human coronavirus infection.

In general, the following may reduce the risk of infection or spreading infection to others:

- stay home if you are sick
- when coughing or sneezing:
  - cover your mouth and nose with your arm to reduce the spread of germs
  - dispose of any tissues you have used as soon as possible and wash your hands afterwards
- wash your hands often with soap and water for at least 20 seconds
- avoid touching your eyes, nose, or mouth with unwashed hands
- avoid visiting people in hospitals or long-term care centres if you are sick

## 2. DEFINITIONS

- **Community Transmission:** Means the occurrence of cases of an illness for which the source of infection is unknown.
- **Essential Services:** Key services that must be provided/maintained within 24 hours or less. These may include drinking water, wastewater, fire services, governance and communications.
- **Pandemic:** A communicable disease epidemic that rapidly spreads to affect susceptible populations over much of the world. A pandemic can be of variable mortality and can in some cases lead to endemicity.
- **Self-Isolation:** Where an individual will avoid situations where there is a risk of close contact with others (face to face contact closer than 1 metre for more than 15 minutes), such as social gatherings, work, school, child care/pre-school centres, university, and other education providers, faith-based gatherings, aged care and health care facilities, prisons, sports gatherings, restaurants and all public gatherings.
- **Self-Monitor:** Where an individual will monitor their own health and the health of their children or live-in family members for symptoms such as fever, cough and difficulty breathing. Individuals who are self-monitoring are allowed to attend work and participate in regular activities.
- **Social Distancing:** Refers to different approaches to minimize close contact with others in the community and include: quarantine and self-isolation at the individual level as well as other community-based approaches (e.g., avoiding crowding, school measures and closures, workplace measures and closures, public/mass gathering cancellations).

### 3. GUIDELINES & PROCEDURES

The following guidelines and procedures are established for implementation before or during a COVID-19 pandemic:

- [COVID-19 Response Guidelines \(Section 4\)](#)
- [Office Sanitization Plan \(Section 5\)](#)
- [Self-Monitoring and Isolation of Staff \(Section 6\)](#)
- [Restricting Staff Access to Worksites \(Section 7\)](#)
- [Communications Plan \(Appendix A\)](#)
- [Essential Services List \(CONFIDENTIAL\) \(Appendix B\)](#)

### 4. COVID-19 RESPONSE GUIDELINES

To protect Village of Tahsis staff from exposure and to limit the spread of COVID-19 and impact to essential community services, the following stages and procedures are recommended as a guideline:

**NOTE:** *Procedures from higher stages may be implemented sooner at the discretion of the EOC, CAO, or designate.*

#### Stage One

##### Definition:

The Provincial Medical Health Officer advises of an occurrence of COVID-19 in the Province of BC.

##### Recommended Procedures:

- Initiating the Village COVID-19 Response Plan
- Providing Internal and External Communications (per Appendix 1)
- Self-Monitoring and, where appropriate, Isolation of Staff Members
- Opening of a Level One Virtual Emergency Operations Centre

#### Stage Two

##### Definition:

The Provincial Medical Health Officer advises of Community Transmission of COVID-19 in the Province of BC.

##### Recommended Procedures:

- Procedures outlined in Stage One AND
- Implement Office and Public Gathering Area Sanitization Plan
- Restrict Staff Access to Worksites
- Implement working from home/telecommuting options
- Village of Tahsis to continue to operate EOC Level 1 providing regular coordination calls with interested community partners (Island Health, SD #84 and other key agencies as required).
-

## Stage Three

### Definition:

Stage Three activation will occur when Community Transmission of COVID-19 has escalated to a point where the delivery of essential services may be at risk if additional measures are not taken. Stage Three activation will be at the discretion of the Mayor and Council and will consider:

1. Whether or not a pandemic has been declared
2. Characteristics of community transmission (such as number of cases and location)
3. Occurrences, if any, of COVID-19 on Vancouver Island and/or in the Village of Tahsis area.

### Recommended Procedures:

Procedures during Stage Three may include:

- Those procedures outlined in Stage One and Stage Two AND
- Restricting public access to the municipal workspaces (Village office, public works area, fire hall, etc.)
- Closure of public facilities (Recreation Centre)
- Restrict non-essential work related travel
- Reducing/restricting public services
- Additional measures necessary to protect key staff required to provide Essential Services
- Closure/temporary suspension of non-essential services

## 5. OFFICE SANITIZATION PLAN

During Stages Two and Three, all office areas must be sanitized using cleaning supplies suitable to reduce the exposure and spread of COVID-19. This may also be done at Stage One.

### Disinfecting Agents

The following is a list of disinfecting agents and their working concentrations known to be effective against coronaviruses:

| Agent and Concentration   | Uses   |
|---|--|
| <b>Chlorine:</b> Household bleach – sodium hypochlorite (5.25%) 1:100 (500 ppm solution) 10 ml bleach to 990 ml water | Used for disinfecting general surfaces, e.g., hand railings, grab handles, door knobs, cupboard handles.   |
| <b>Chlorine:</b> Household bleach - sodium hypochlorite (5.25%) 1:50 (1,000ppm solution) 20 ml bleach to 980 ml water | Used for disinfecting surfaces contaminated with bodily fluids and waste like vomit, diarrhea, mucus, or feces (after cleaning with soap and water first). Allow surface to air dry naturally. |
| <b>Accelerated Hydrogen Peroxide 0.5%</b>   | Used for disinfecting general surfaces (e.g. counters, hand rails, door knobs).  |
| <b>Quaternary Ammonium Compounds (QUATs)</b>  | Used for disinfecting of general surfaces (e.g., floors, walls, furnishings).  |

### Required levels of sanitization

#### Stage One

- As required.

#### Stage Two:

- Workstations and areas with public access will be provided with sanitizing materials for use by staff.
- All staff will ensure that their own workstations, including equipment, vehicles, and surfaces are sanitized using an appropriate disinfecting agent on a daily basis.
- Janitorial staff will ensure that common high-touch areas such as door handles, washrooms, and light switches are sanitized using an appropriate disinfecting agent on a daily basis.

#### Stage Three

- Routine practices as per Stage Two continue.
- All surfaces must be sanitized after each use using an appropriate disinfecting agent.

## 6. SELF-MONITORING AND ISOLATION OF STAFF MEMBERS

During the workday, staff will Self-Monitor to determine if they are experiencing any symptoms of COVID-19.

### Symptoms

Those who are infected with COVID-19 may have little to no symptoms. Symptoms may take up to 14 days to appear after exposure to COVID-19. This is the longest known infectious period for this disease.

- Clinical symptoms of COVID-19 may be mild or severe, and are similar to other respiratory illnesses, including the flu and common cold.
- Mild symptoms may include some or all of the following: Low-grade fever, cough, malaise, rhinorrhea, fatigue, sore throat, gastro-intestinal symptoms such as nausea, vomiting, and/or diarrhea.
- More severe symptoms may include any of the above as well as fever, shortness of breath, difficulty breathing and/or chest pain.

### Procedures:

If a staff member or community service provider becomes symptomatic (or has symptomatic members of their household):

- Staff member should isolate from others as quickly as possible.
- Staff member must immediately call your health care professional, a local public or first nation health authority, or 8-1-1.
- Describe your (or your live-in family member's) symptoms and travel history. They will provide advice on what you should do.
- Notify supervisor electronically or by phone, and avoid contact with co-workers until they are advised it is safe to return to work.
- Supervisor should ensure community, municipal or regional district Human Resources department or group has been advised.

A health care professional may ask individuals to Self-Isolate. People asked to Self-Isolate should stay home and limit contact with others for 14 days. Human resource policies will be reviewed and updated to accommodate instances of staff who are required to self-isolate.

## **7. RESTRICTING STAFF ACCESS TO WORKSITES**

**Unless otherwise directed by the Chief Administrative Officer, healthy employees are expected to report for work.**

If an employee or their live-in family member has a heightened risk of infection due to travel or discloses that they are suffering symptoms consistent with COVID-19, they may be asked to remain away from the workplace until medical clearance is obtained.

At the discretion of a CAO or designate, non-essential work related travel may be restricted for staff.

Where applicable, staff will be given the opportunity to work from home at the discretion of the CAO or designate. Any staff who are unable to work from home or in their workplace due to illness or self-isolation, will be paid in accordance with human resource policies.

## APPENDIX A – Village of Tahsis COVID-19 COMMUNICATIONS PLAN

### A1. COMMUNICATIONS OBJECTIVES

Communication about prevention of COVID-19 is the responsibility of Island Health and the First Nations Health Authority supported by community leaders (Local Authorities and First Nations).

Open communication is essential to the support and cooperation of the community and in building confidence and eliminating and avoiding misinformation. The release of public information relating to local impacts of the disease should be centralized to lessen confusion for the public.

The Village of Tahsis' communications objectives are to:

- Advise what the municipality is doing about COVID-19 planning, including how it coordinates with partner organizations.
- Share information with stakeholders involved in the preparation for and response to a COVID-19 pandemic.
- Increase public awareness of the importance of planning, hygiene and awareness so that residents are able to make the necessary decisions to protect themselves.
- Advise any changes to service delivery from the region.
- Develop and communicate consistent, appropriate and accurate messages regarding COVID-19 for external and internal audiences **in coordination with** partnering organizations.
- Ensure that the public messages in a timely manner.
- Establish the Village of Tahsis as an accurate, reliable and trusted source of information.
- Address misunderstandings, correct misinformation, and deal with rumors and stigma.

### A2. KEY MESSAGES

- The Village of Tahsis (through the EOC) will follow the advice and guidance of Island Health and the BC Centre for Disease Control which have the expertise to assess the level of risk posed by COVID-19.
- The Village of Tahsis is preparing for a COVID-19 pandemic.
- The Village's priority during a COVID-19 pandemic is to maintain Essential Services. There may be changes to the delivery of some services to protect the health and safety of workers, and to focus on providing the most necessary services to the community.

### A3. RESPONSIBILITIES

The Village of Tahsis will be responsible for communication regarding services and functions specific to the Village of Tahsis.

### A4. TARGET AUDIENCES

Communications planning for COVID-19 response comprises two audience areas – internal and external. For the Village of Tahsis:

- Internal – Mayor and Council, Village staff, EOC personnel
- External –Public (residents, tourists), partner organizations, businesses, media, social media.



## **A5. COMMUNICATION STRATEGIES - GENERAL**

Communications by the Village of Tahsis will be directed to the general public and to staff. A spokesperson and a back-up spokesperson for each stage will be identified. All COVID-19 health related information being sent to internal and external audiences will be approved by the CAO or Emergency Operations Centre Director, or designate. However, given the nature of COVID-19, more people may be required to act as spokespeople in the event of time off or illness.

Communication to the public will be through social media, web, mail outs and public notices.

The Village of Tahsis will communicate clearly with the public, provide consistent messaging and explain what is being done and what the public can do. At the request of Island Health, the Village of Tahsis may assume additional responsibilities.

Media attention may be intense and information demands may continue for some time. Sustaining public confidence during this time may be a challenge. Public reaction may be divided between those who will think the Village of Tahsis is not doing enough to protect the safety of residents and Village of Tahsis staff and some who will think the Village of Tahsis is over-reacting. Despite public opinion, the goal is to make sure that the community is informed about the Village of Tahsis' plan and actions.

Content of the messages from the Village of Tahsis will focus on changes in service delivery within the region. Questions beyond the scope of Village of Tahsis' responsibility will be referred to Island Health. Information about COVID-19 will be coordinated with Island Health and may be communicated by the Village of Tahsis on their behalf, if requested. The Village of Tahsis will request regular updates from Island Health during a COVID-19 pandemic.

### **Communication with Employees**

The Village of Tahsis will take the lead role in communicating details with Village of Tahsis employees. The employer has the responsibility to educate employees concerning preventive measures. Confronted with a COVID-19 pandemic, the employer must inform its employees of preventive measures and implement plans to help protect employees against the spread of this disease. When activated, the EOC Information Officer or designate will coordinate all internal messaging as required with other key staff (HR, payroll, OHS and Public Safety).

The Village of Tahsis will work with the safety committee to communicate the health and safety precautions to be followed to reduce the spread of COVID-19 and to educate employees about their responsibility to help protect themselves, their families, and those who become ill.

Employee communications should be by different methods, must reach all employees, and may need to acknowledge that an employee cannot meet face to face (self-isolated) e.g. email, bulletin boards, notification system etc.).

## A6. COMMUNICATION BY STAGES

Over the course of a COVID-19 outbreak, the demand and need for information will vary with the significance of the threat. The content of messages will also change as phases move from one to the next.

The role of communications will evolve throughout all phases from actively trying to raise awareness to responding to requests for information from residents.

Messages will correspond to the phases of the outbreak (which are separate from the Stages identified in the COVID-19 RESPONSE GUIDELINES (Section 4). Phases for communications purposes have been identified as:

- Awareness Period (Stage 1)
- Community Transmission Period (Stage 2 and 3)
- Recovery Period

### Awareness Period

This phase may be initiated before a pandemic has been officially declared, and includes the period of time immediately after.

The communications objectives in the awareness phase will be to deliver COVID-19 information to the public and employees intended to raise awareness of the risks of COVID-19 and the steps residents and communities can take to minimize the spread of COVID-19. Such information may include:

- Hand hygiene – frequent hand washing
- Avoid touching eyes, nose or mouth with unwashed hands
- Respiratory hygiene - cover your cough/sneeze
- When to stay home
- How businesses can prepare
- How the community/municipality is preparing for COVID-19
- Cleaning and disinfection of work surfaces
- Information related to reducing stigma and where to find official sources of information

Communication channels to be considered will include newspaper and radio advertising, website updates, social media, presentations to the public (residents, business sector) and internal audiences, news conferences/media briefings, news releases and the handling of media inquiries.

The Village of Tahsis *COVID-19 Response Guidelines* outlines Stage One as an occurrence of COVID-19 within the Province of BC. At this time, the Village of Tahsis will implement the information strategy that will communicate the following procedures:

- Self- Monitoring and Social Distancing of Staff Members
- EOC engaged in advanced planning

## Community Transmission Period

Once a pandemic has been declared, the communication objectives will be to support Island Health/First Nations Health Authority by:

- Continue to communicate the symptoms of COVID-19 to the media and the public.
- Communicate what residents can expect during this phase.
- Communicate the importance of continuing with personal hygiene.

The Village of Tahsis' *COVID-19 Response Guidelines* outlines Stage Two as being when the Provincial Chief Medical Health Officer advises of Community Transmission of COVID-19 in the Province of BC. At this time, the Village of Tahsis may implement and communicate the following plans (in addition to plans identified in Stage One):

- Office Sanitation
- Restricting Staff Access to Worksites
- Working from home where applicable
- Operating a Level One Emergency Operations Centre

The Village of Tahsis' *Pandemic COVID-19 Response Guidelines* outlines Stage Three to be implemented at the discretion of Mayor and Council and will take into consideration:

1. Whether or not a pandemic has been declared
2. Characteristics of community transmission (such as number of cases and location)
3. Occurrences, if any, of COVID-19 on the Island or in the region

During Stage Three, the Village of Tahsis will communicate implemented procedures (in addition to procedures identified in Stage One and Stage Two). This **may** include:

- Restricting public access to the workspaces, public facilities and public services.
- Closure/temporary suspension of non-essential services
- Restrict non-essential work-related travel for Village of Tahsis employees/volunteers
- Reducing/restricting public services (drinking fountains, public transit)
- Additional measures necessary to protect key staff required to provide Essential Services

## Recovery Period

During this period, the Village of Tahsis will communicate with Island Health to confirm the end of the Community Transmission period, acknowledge the contribution of both internal and external involvement in the process, provide any necessary information to the public on return to normal service levels and when available, information about a possible relapse of the COVID-19. It may also be appropriate to hold a public information meeting for the purposes of providing a situation report to the community and receiving feedback from the public. Psychosocial issues should be addressed to ease the strain on community members who have been adversely impacted by COVID-19.

As well, the recovery period will allow, when appropriate, for a formal evaluation of the communications strategy. Evaluation may include the monitoring of requests for information, website stats, requests from stakeholder groups, and media relations.

## A7. MEDIA COMMUNICATIONS

The Village of Tahsis' Communications Coordinator, EOC Information Officer or designate will coordinate media relations activities. In the event of a COVID-19 pandemic, the media will be updated on a regular basis through such avenues as in-person news briefings, email, website updates and/or social media feeds.

The Village of Tahsis' EOC Information Officer will monitor the local news media and social media to determine and ensure the Village of Tahsis' messaging is being heard, that the information is accurate and timely, ensure there is no missing information, and evaluate communications to assist in the planning for further communications.

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### More Information about coronavirus and prevention:

- [Public Health Coronavirus \(COVID-19\): Outbreak update](#)
- [Public Health Coronavirus infection: Prevention and risks](#)
- [The World Health Organization \(WHO\) information and preventative measures](#)
- [Centers for Disease Control and Prevention](#)

**APPENDIX B – Village of Tahsis ESSENTIAL SERVICES LIST – CONFIDENTIAL**

## APPENDIX C – Mid Island Emergency Coordinators and Managers Pandemic Plan

## PANDEMIC/DISEASE OUTBREAK EVENT

## Possible Major Effects:

- ☐ Deaths
- ☐ Infected and/or seriously ill populations
- ☐ Mass outpatient care
- ☐ Mass hospitalization
- ☐ Overburdening of health care facilities and workers
- ☐ Public health issues and concerns
- ☐ Shelter-In-Place of people and animals
- ☐ Disruption of Travel (road, air and/or water)
- ☐ Disruption of Essential Services (Police, Fire, Health)
- ☐ Disruption of Communications
- ☐ Jurisdictional issues
- ☐ Disruption and economic effect on government, business and/or public

**Key Agency: VIHA (MHO) / [Powell River–VCH (MHO)]**

| Potential Incident Site Actions              | Agencies/Persons Responsible   |
|--|--|
| Assess situation                             | <ul style="list-style-type: none"> <li>All responding agencies/personnel</li> </ul>                                  |
| Establish emergency communications           | <ul style="list-style-type: none"> <li>All responding agencies/personnel</li> </ul>                                  |
| Assess health concerns & issues              | <ul style="list-style-type: none"> <li>Medical Health Officer</li> </ul>   |
| Identification of potential outbreak         | <ul style="list-style-type: none"> <li>Health Authorities</li> <li>Centre for Disease Control</li> </ul>             |
| Identification of disease or specific strain | <ul style="list-style-type: none"> <li>Health Authorities</li> <li>Centre for Disease Control</li> </ul>             |
| Declaration of disease outbreak              | <ul style="list-style-type: none"> <li>Health Authorities</li> </ul>   |
| Implement response systems                   | <ul style="list-style-type: none"> <li>Health Authorities</li> </ul>   |
| Inventory available medical stocks           | <ul style="list-style-type: none"> <li>Health Authorities</li> </ul>   |
| Conduct mass immunization clinics            | <ul style="list-style-type: none"> <li>Health Authorities</li> <li>Local Clinics</li> </ul>                          |
| Provide health care                          | <ul style="list-style-type: none"> <li>Health Authorities</li> <li>Local Clinics</li> <li>Local Hospitals</li> </ul> |
| Monitor worker health and medical problems   | <ul style="list-style-type: none"> <li>Medical Health Officer</li> <li>Health Authorities</li> </ul>                 |
| <b>Potential Incident Site Actions</b>       | <b>Agencies/Persons Responsible</b>  |

|   |  |
|---|--|
| Escalation of event   | <ul style="list-style-type: none"> <li>Medical Health Officer</li> <li>Health Authorities</li> <li>PREOC/PECC/CCG</li> </ul> |
| Monitor water, radiological, toxicological and sewage disposal services             | <ul style="list-style-type: none"> <li>Medical Health Officer</li> <li>Health Authorities</li> </ul>                         |
| Monitor and provide expertise in handling, evacuation, care and disposal of animals | <ul style="list-style-type: none"> <li>Ministry of Agriculture &amp; Lands</li> <li>SPCA</li> </ul>                          |
| Provide disease forecasts and bulletins   | <ul style="list-style-type: none"> <li>Medical Health Officer</li> <li>Centre for Disease Control</li> </ul>                 |
| Arrange temporary morgue and removal of deceased                                    | <ul style="list-style-type: none"> <li>Police</li> <li>Coroner</li> </ul>  |
| Enforce quarantine and/or evacuation orders   | <ul style="list-style-type: none"> <li>Police</li> </ul>   |
| Activate Emergency Social Services  | <ul style="list-style-type: none"> <li>Emergency Support Services Director</li> </ul>  |
| Arrange for collection and distribution of water and food                           | <ul style="list-style-type: none"> <li>Public Works</li> <li>Emergency Support Services (ESS)</li> </ul>                     |
| Provide special assistance to elderly, infirm and home patients                     | <ul style="list-style-type: none"> <li>Emergency Support Services (ESS)</li> <li>Ambulance</li> </ul>                        |
| Determine resources required and request assistance via Emergency Operations Centre | <ul style="list-style-type: none"> <li>Coast Guard</li> <li>Fire</li> <li>Ministry of Environment</li> </ul>                 |
| Eliminate or isolate contaminated water source                                      | <ul style="list-style-type: none"> <li>Public Works</li> <li>Police</li> </ul>   |
| Assess alternate sewer services   | <ul style="list-style-type: none"> <li>Public Works</li> </ul>   |

| Potential EOC Actions   | Agencies/Persons Responsible  |
|---|---|
| Activate EOC  | <ul style="list-style-type: none"> <li>EOC Director</li> <li>Emergency Program Coordinator</li> </ul> |
| Assess situation  | <ul style="list-style-type: none"> <li>EOC Operations Section</li> </ul>                              |
| Establish emergency communications  | <ul style="list-style-type: none"> <li>EOC Logistics Section</li> </ul>                               |
| Establish Public Information System in coordination with Lead Agency            | <ul style="list-style-type: none"> <li>EOC Information Officer</li> </ul>                             |
| Determine Federal, Provincial or Municipal Jurisdiction                         | <ul style="list-style-type: none"> <li>EOC</li> </ul>   |
| Notify adjacent jurisdictions as required                                       | <ul style="list-style-type: none"> <li>EOC</li> </ul>   |
| Determine resources required and request assistance via Emergency Management BC | <ul style="list-style-type: none"> <li>EOC</li> </ul>   |
| Control allocation of critical resources  | <ul style="list-style-type: none"> <li>EOC</li> </ul>   |
| Potential EOC Actions   | Agencies/Persons Responsible  |
| Coordinate restoration of utilities   | <ul style="list-style-type: none"> <li>EOC/PREOC</li> </ul>   |

|  |  |  |
|--|--|--|
|  | Coordinate restoration of essential services           | <ul style="list-style-type: none"> <li>• EOC/PREOC</li> </ul>                          |
|  | Coordinate recovery process                            | <ul style="list-style-type: none"> <li>• EOC</li> </ul>                                |
|  | Request Provincial Disaster Financial Assistance (DFA) | <ul style="list-style-type: none"> <li>• EOC</li> <li>• Local Authority</li> </ul>     |
|  | Update Emergency Management BC                         | <ul style="list-style-type: none"> <li>• All agencies/personnel through EOC</li> </ul> |

| Equipment |   | Potential Source   |
|-----------|---|--|
|           | Emergency Facilities  | <ul style="list-style-type: none"> <li>• Medical Health Officer</li> <li>• Emergency Support Services (ESS)</li> </ul> |
|           | Ambulances & medical supplies   | <ul style="list-style-type: none"> <li>• Ambulance</li> </ul>  |
|           | Mobile Public Address System  | <ul style="list-style-type: none"> <li>• Police</li> <li>• Fire</li> <li>• Public Works</li> </ul>                     |
|           | Barricades  | <ul style="list-style-type: none"> <li>• Public Works</li> <li>• Highways Contractor</li> </ul>                        |
|           | Communications  | <ul style="list-style-type: none"> <li>• EOC</li> </ul>  |
|           | Disposable gowns (non-sterile, impermeable, disposable)<br>Primary Sites – 100<br>Secondary Sites – 10                                    | <ul style="list-style-type: none"> <li>• Health Authority</li> <li>• Local Authority</li> </ul>                        |
|           | Face shields<br>Primary Sites – 100<br>Secondary Sites – 10   | <ul style="list-style-type: none"> <li>• Health Authority</li> <li>• Local Authority</li> </ul>                        |
|           | N 95 Face Masks<br>Primary Sites – 100<br>Secondary Sites – 10  | <ul style="list-style-type: none"> <li>• Health Authority</li> <li>• Local Authority</li> </ul>                        |
|           | Surgical masks with ties<br>Primary Sites – 100<br>Secondary Sites – 10   | <ul style="list-style-type: none"> <li>• Health Authority</li> <li>• Local Authority</li> </ul>                        |
|           | Gloves, disposable, slightly powdered or non-powdered, non-sterile, non-latex, LARGE<br>Primary Sites – 100<br>Secondary Sites – 5 pairs  | <ul style="list-style-type: none"> <li>• Health Authority</li> <li>• Local Authority</li> </ul>                        |
|           | Gloves, disposable, slightly powdered or non-powdered, non-sterile, non-latex, MEDIUM<br>Primary Sites – 100<br>Secondary Sites – 5 pairs | <ul style="list-style-type: none"> <li>• Health Authority</li> <li>• Local Authority</li> </ul>                        |





Nootka Sound Watershed Society  
Draft Minutes  
Wednesday, January 29th, 2020  
7pm, Ridgeview Motor Inn Hospitality Suite  
Gold River, BC

1. Welcome and attendance

|   |   |
|---|---|
| Kent O'Neill – President, NSWS<br>Teresa O'Neill – Treasurer, NSWS<br>Craig Blackie – Grieg Seafood<br>Marcel Miner – GR Resident<br>Mike McGee – GR Resident<br>Frank Collins - TSES<br>Samantha Kagan - Secretary<br>Anabel Jerry – Nuchatlaht First Nation<br>Jason Knight - DFO | John Bruce – GR Resident<br>Doug Atkinson – Nuchatlaht First Nation<br>Paul Kutz – Western Forest Products<br>Sarah Fowler – Village of Tahsis<br>Barbara Malone – GR Resident<br>Lyndy Vroom – Conuma Hatchery, DFO<br>Erick Michael – Nuchatlaht First Nation |
|---|---|

2. Review and adopt of the Agenda - **Motion to accept:** Frank      **2nd:** Craig
3. Review and adopt of the Minutes from November 27th, 2019 meeting - **Motion to accept:** Sarah **2nd:** Frank
4. Review of action items from November 27<sup>th</sup> 2019:

New Items

| Action  | Who                     | Status  |
|---|-------------------------|---|
| Email regarding additional food costs at TSES         | Kent/Frank/Chris/Laura  | Done - Approved \$1864.10 via email to cover additional TSES chinook.   |
| BC SRIF proposal re-submission for one single trailer | Kent                    | Ongoing - Contacted Roger, doesn't look like they're accepting submissions yet.   |
| Mutchalaht Lake Net Pen                               | Craig/Chris/Lyndy/Jason | Ongoing - Craig – there is a net pen available 100 x 100 – different dimensions then current nets at Conuma. Lyndy: Maybe there is an opportunity to modify that pen. Lyndy and Craig to follow up tomorrow. Jason: maybe has trucking contact. |

Old Items

| Action   | Who            | Status   |
|--|----------------|--|
| Terms of Reference   | Kent/Sam/Kadin | ONGOING – Kent to circulate.                             |
| Inquire to Village of Tahsis about bridge at Pete's pond – any plans to fix? | Sarah Fowler   | ONGOING – Pete's pond has been made a heritage site now. |

| Action   | Who              | Status  |
|--|------------------|---|
| Assess pump house ramp for GR egg take   | Kent/Roger/Kadin | ONGOING   |
| Draft letter for TFL 19 AAC review input from NSW                                    | Roger/Sarah      | ONGOING – Paul: couple months ago looking at Mike Davis coming to speak, that was cancelled. Do we want again? The review period is supposed to end August 2020. Paul to ask Mike Davis if he'll come to Feb 26 <sup>th</sup> . |
| Follow up with Sam and Tawney about posting for new stewardship coordinator position | Kent/Sam         | DONE.   |

## 5. Old Business

### a. Stewardship Coordinator Report

nothing to report

### b. Fisheries Habitat

**Kent:** there is work being done to enforce the pass along Elk River that is facing serious erosion. Kent passed around photos.

### c. Hatchery Update

#### i. Conuma

Conuma Chinook: 2.6 million sea pen, 450 000 river release

Burman Chinook: 62 414 ponded

Gold River Chinook: 481 430 on hand

Conuma Chum: 500 000 side channel, 500 000 Sucwoa, 500 000 Canton

Tlupana Chum: 470 000 – shy of target

Conuma Coho – 238 000 in incubation 167 483 clipped from 2018

Mass marking – no updates

School program – GR and Tahsis got their eggs!

ii. **Tahsis**

**Frank** : all fish successfully otolith marked. Moving into raceways – approx. 100 000 moved already. Food supply has been secured – Laura Terry providing remaining funding. Storage – found some in Campbell River. Still will apply to PSF, Wilf will fund part (see old minutes) Westview marina offering to pay for clipping - Wilf suggesting TSES contract clippers.

iii. **Zeballos**

No updates.

d. **Fisheries Management/Area 25 Roundtable Updates**

**Kent**: No in person meeting yet.

**Jason**: Might be a staffing issue. Hopes they carry on.

e. **Mass Marking**

**Kent**: No word on another trailer coming this way – NSWS should be ready to re-submit to BC SFRIF.

f. **Coastal Restoration Fund**

**Paul**: Project is in full swing – year 1 of 3. To date: original (Dean McGeogh) prescriptions have been updated. Contracted SNRC as project manager. Had to get a section 52 for working in riparian reserve zones. Done. All authorizations secured. Nootka Reforestation is the prime contractor/on site supervisors, hiring. Etc. 3 MMFN workers, 2 local workers. Idea is to accelerate the progression of growth – mimic old growth.

**ACTION**: Sam to contact Paul and Kent about communication plan.

6. **New Business**

a. **Directors Insurance Renewal – SeaFirst Insurance.**

**Kent**: Directors Insurance is up for renewal. **Motion to pay up to 1300 for DI renewal**: Sarah  
**2<sup>nd</sup>**: Paul.

b. **Stewardship Coordinator Submissions**

**Kent**: 2 submissions, one from Nikki Pichert, one from Karenn Bailey. Kent circulated the applicant's submissions. Nikki has various experience in admin, some fundraising experience, etc. Karenn has extensive experience relevant to this role. Karenn also lives in North Vancouver and has a house in Campbell River.

**Paul**: There is value in hiring someone local who will be more present and able to make it to Tahsis, etc.

c. New Website

**Sam:** Its ready to go. I can purchase the Wix Website hosting subscription for \$132US.

Motion to pay \$132 US for wix website hosting subscription: Marcel 2<sup>nd</sup>: Teresa

7. Correspondence

none

8. Financial Report

**Teresa:** read out financials.

Incoming cheques from: RCC (old Cougar Creek donor), and Nootka Marine Adventures from Salmon Enhancement Derby and Kayak Fishing Derby. \*\* Confirm amounts with Teresa

**Teresa:** First invoice from Strategic Natural Resource Consultants (SNRC) for \$17 783.79. This includes their professional fees and the contract fees for work performed on the Sucwoa.

**Motion to pay SNRC in the amount of \$17 783.79 :** Sarah 2<sup>nd</sup>: Craig

**Kent:** asked to be invoiced 20<sup>th</sup> of every month before the meeting.

Teresa: Cheque went out to Skretting for \$1864.10 for Tahsis Fish Food (Approved by email).

**Motion to accept financial report:** Sarah 2<sup>nd</sup>: Frank

9. Next Meeting

February 26<sup>th</sup> 2020 at WFP.

10. Adjournment

**Motion to adjourn :** Sarah 2<sup>nd</sup>: Frank

J 1 b)

Nootka Sound Watershed Society  
Draft Agenda  
Wednesday, February 26<sup>th</sup>, 2020  
7pm, Western Forest Products Boardroom  
Gold River, BC

1. Welcome and attendance

|  |  |
|--|--|
|  |  |
|--|--|

2. Review and adopt of the Agenda - **Motion to accept:**      **2nd:**
3. Review and adopt of the Minutes from January 29<sup>th</sup>, 2020 meeting - **Motion to accept:**      **2nd:**
4. Review of action items from January 29<sup>th</sup>, 2020:

**New Items**

| Action                          | Who | Status |
|---------------------------------|-----|--------|
| Develop CRF Communications plan | Sam |        |

**Old Items**

| Action   | Who                    | Status |
|--|------------------------|--------|
| Terms of Reference   | Kent/Sam/Kadin         |        |
| Inquire to Village of Tahsis about bridge at Pete's pond – any plans to fix? | Sarah Fowler           |        |
| Assess pump house ramp for GR egg take                                       | Kent/Roger/Kadin       |        |
| Draft letter for TFL 19 AAC review input from NSW                            | Roger/Sarah            |        |
| BC SRIF proposal re-submission for single marking trailer                    | Kent                   |        |
| Muchalaht Lake Net Pen   | Kent/Craig/Lyndy/Jason |        |

5. Old Business

- a. Stewardship Coordinator Report
- b. Fisheries Habitat
- c. Hatchery Update
  - i. Conuma
  - ii. Tahsis
  - iii. Zeballos
- d. Fisheries Management/Area 25 Roundtable Updates
- e. Mass Marking
- f. Coastal Restoration Fund

6. New Business

- a. Mike Davis from WFP to present on the TFL 19 AAC Review

7. Correspondence

8. Financial Report

9. Next Meeting

10. Adjournment

## ORV conference call Meeting Notes

**Monday February 24, 2020  
10:30- 12 noon**

### **Attendees:**

Chair Art Kaehn, RD Fraser- Fort George, UBCM ORV LG Working Group Chair  
Marie Crawford, GM, UBCM Richmond Operations  
Councillor Martin Davis, Tahsis  
Mayor Andy Adams, Campbell River  
Mayor Brad Unger, Gold River  
Councillor Carol Zanon , West Kelowna  
Mark Tatchell, CAO, Tahsis  
Deanne Way, Deputy Director, Corporate Operations, Chetwynd  
Councillor Bill Ives, Sayward  
Councillor Gord Bushell, Sicamous  
Councillor Jeff Mallmes, Sicamous  
Dave Crowfoot, ORV group Shuswap/Sicamous

Guest Attendee/s: Vera Vukelich, MFLNRO (joined the call at 11:00 am)

### **Meeting Notes:**

Chair Art Kaehn welcomed participants to the call; participants introduced themselves.

UBCM staff advised that the purpose of the call was to:

- reconnect with UBCM members since their last call in August 2019;
- discuss next steps, following the endorsement of resolution 2019-B121; and
- identify how UBCM can move this request forward to the Province in an effort to enhance tourism and local economic development opportunities with BC's more rural and remote communities recognizing that many have been affected by the downturn in the forest sector.

Resolution 2019-B121 requested that the following changes to legislation be made:

- *Only one (1) Operation Permit required for approved access to multiple jurisdictions and/or communities along a connecting designated ORV route and trail network issued in any of the jurisdictions or communities along the route.*



- *Operation Permits can be issued by any local RCMP or local government along a designated route.*
- *Operation Permit term extended from 2 years to 5 years to align with the driver's licence term.*

It was noted that the provincial response to B121 had been received and it would be timely to share an update with the members. Participants were reminded that any changes to the ORV Act or Motor Vehicle Act would require multi-ministry coordination: ICBC; Ministry of Transportation and Infrastructure; Ministry of Forests, Lands and Natural Resource Operations; and Attorney General (ICBC).

With respect to the issuance of operation permits:

- acknowledged that RCMP has limited resources and in some cases, limited knowledge about their role in issuing operation permits; and
- acknowledged that for local government there is a lack of staff; only open during business hours, so how can it deal with requests during the weekend.

Regarding insurance for ORV riders on highways, rates would likely significantly increase if municipal road access was permitted under an interconnected trail network, due to the increased risk associated with such travel. Staff indicated that the insurance rates for the pilot projects in Chase and Qualicum Beach were around \$300, not \$30, as is the case now for ORV riders where coverage is for incidental highway access only, not municipal roads/highways.

### **Discussion:**

- participants acknowledged the challenges with RCMP issuing operation permits, but felt that LG or tourism information centres could provide the service; or a coordinated effort between the two
- if RCMP issues permit, the risk is considered lower and therefore ICBC can keep the insurance costs low; but if LG issues permit, ICBC might consider the risk to be higher and therefore raise the insurance rate
- reference was made to establishing an on-line permitting system to avoid having to process in person, use GPS systems to quickly identify the trail network
- LG interested in moving forward quickly to capitalize on tourism potential
- LG on North Island have an identified route, want to know next steps in being able to permit the route and gain municipal road access to allow riders to use services (hotels, gas, restaurants) along the designated route

- others noted that this should not be complicated, other jurisdictions (i.e. Ontario) presently have these types of trail networks in place to promote tourism
- FLNRORD staff Vera Vukelich joined the call and responded to participant questions:
  - for North Island local governments, what is the next step in advancing the route that they have designated?
  - Vera suggested that North Island local governments should review the proposed trail network with MOTI regional staff, to identify the highway crossings and road access being sought
  - Vera referenced *Motor Vehicle Act* Regulations (Division 24) provisions for the Gold Rush Trail, which is designated by the Province (via one police-issued operation permit). LG wondered whether the proposed North Island trail network could be designated and permitted in a similar manner.
- Vera clarified that her role, as manager responsible for ORVs, is to provide background information about the ORV Management Framework

### **Concluding Remarks:**

The group as a whole was very interested in the potential to enhance local tourism through designated, connected trail networks with limited access to municipal roads. Road access would allow ORVs to drive up to restaurants, hotels, gas stations, etc.

Vera indicated that she would engage with her provincial colleagues who share responsibility for the *Motor Vehicle Act*, policing, and ICBC (MOTI, PSSG and MAG) on the issues arising from the conference call.

Local government representatives affirmed the value of additional provincial staff attending future conference calls, so the Province could better understand local government interests in expanding ORV tourism. It was noted that greater provincial participation on the calls would also assist local governments to understand the roles and responsibilities of the other ministries and agencies on this file.

Chair Kaehn thanked the participants and staff for joining the call and indicated that a summary of the discussion would be shared.

**ORV conference call  
Meeting Notes  
Thursday February 27, 2020  
10:30- 12 noon**

**Attendees:**

Chair Art Kaehn, RD Fraser- Fort George, UBCM ORV LG Working Group Chair  
Marie Crawford, GM, UBCM Richmond Operations  
Mayor John MacDonald, Sayward  
Director Gary Jackman, Central Kootenay RD  
Mayor Diana Lockwood, Salmo  
Melany Helmer, CAO, Fort St. James  
Mark Tatchell CAO Tahsis  
Wendy Higashi, CAO, Greenwood

Guest Attendee/s: Vera Vukelich, MFLNRO (joined the call at 11:00 am)

**Meeting Notes:**

Chair Art Kaehn welcomed participants to the call; participants introduced themselves.

UBCM staff advised that the purpose of the call was to:

- reconnect with UBCM members since their last call in August 2019;
- discuss next steps, following the endorsement of resolution 2019-B121;<sup>6</sup> and
- identify how UBCM can move this request forward to the Province in an effort to enhance tourism and local economic development opportunities with BC's more rural and remote communities recognizing that many have been affected by the downturn in the forest sector.

Resolution 2019-B121 requested that the following changes to legislation be made:

- *Only one (1) Operation Permit required for approved access to multiple jurisdictions and/or communities along a connecting designated ORV route and trail network issued in any of the jurisdictions or communities along the route.*
- *Operation Permits can be issued by any local RCMP or local government along a designated route.*
- *Operation Permit term extended from 2 years to 5 years to align with the*

*driver's licence term.*

It was noted that the provincial response to B121 had been received and it would be timely to share an update with the members. Participants were reminded that any changes to the ORV Act or Motor Vehicle Act would require multi-ministry coordination: ICBC; Ministry of Transportation and Infrastructure; Ministry of Forests, Lands and Natural Resource Operations; and Attorney General (ICBC).

With respect to the issuance of operation permits:

- acknowledged that RCMP has limited resources and in some cases, limited knowledge about their role in issuing operation permits; and
- acknowledged that for local government there is a lack of staff; only open during business hours, so how can it deal with requests during the weekend.

Regarding insurance for ORV riders on highways, rates would likely significantly increase if municipal road access was permitted under an interconnected trail network, due to the increased risk associated with such travel. Staff indicated that the insurance rates for the pilot projects in Chase and Qualicum Beach were around \$300, not \$30, as is the case now for ORV riders where coverage is for incidental highway access only, not municipal roads/highways.

### **Discussion:**

- participants acknowledged the challenges with RCMP issuing operation permits
- noted the importance of ORV tourism as an economic opportunity for small communities
- raised the potential of a permitting model similar to inter-municipal business licencing, which is a multi-jurisdictional program
- reference was also made to moving to an online permitting system; have riders obtain permits online in advance of travelling to an area
- Others suggested the existing ORV clubs could issue the permits, as many snowmobile clubs are now doing, but others felt that this was not the role for ORV clubs
- Vera joined the call and participants asked questions related to:
  - Insurance—are riders obtaining insurance? How many? Is it possible to offer a short-term insurance product (e.g. 1-2 weeks; 3 months) rather than purchasing coverage for a full year? This could support out-of-province ORV tourism. Vera noted the existing \$30 insurance for incidental highway access is already low-priced, so not sure whether a short-term insurance product would be viable for

ICBC to develop. Waiting for ICBC to provide stats on number of insured ORV riders.

- Issue of RCMP not giving permission for a person with an ORV to get a special licence to plow snow, without having a business licence. Two people have obtained business licences so they can help their neighbours but RCMP have told them it is illegal because they are not collecting money for the snow removal. And every time a new RCMP officer comes to the area the rules change. RCMP in their area support ORVs in Greenwood but want the laws changed so they are not responsible.
- more discussion occurred on ORV clubs issuing permits—many felt this was a local government role, not a club role, the issue of enforcement and liability arose and who would be legally responsible
- some RCMP are hesitant to issue permits—liability and risk concerns
- Vera clarified that her role, as manager responsible for ORVs, is to provide background information about the ORV Management Framework

### **Concluding Remarks:**

The group as a whole was very interested in the potential to enhance local tourism through designated, connected trail networks with limited access to municipal roads. Road access would allow ORVs to drive up to restaurants, hotels, gas stations, etc.

Vera indicated that she would engage with her provincial colleagues who share responsibility for the *Motor Vehicle Act*, policing, and ICBC (MOTI, PSSG and MAG) on the issues arising from the conference call.

Local government representatives affirmed the value of additional provincial staff attending future conference calls, so the Province could better understand local government interests in expanding ORV tourism. It was noted that greater provincial participation on the calls would also assist local governments to understand the roles and responsibilities of the other ministries and agencies on this file.

Chair Kaehn thanked the participants and staff for joining the call and indicated that a summary of the discussion would be shared.



**VILLAGE OF TAHSIS**

**BYLAW No. 625, 2020**

**BEING A BYLAW TO AMEND THE VILLAGE OF TAHSIS COUNCIL PROCEDURE BYLAW (CONSOLIDATED AND AMENDED) No. 495, 2004**

---

**WHEREAS** it is in the public interest to facilitate electronic Council meetings;

**NOW THEREFORE**, The Council of the Village of Tahsis, in open meeting assembled, **ENACTS AS FOLLOWS**:

**1. Citation**

This bylaw may be cited as the "Council Procedure Amendment Bylaw No. 625, 2020".

**2. Amendment to the Village of Tahsis Council Procedure Bylaw**

The Village of Tahsis Council Procedure Bylaw is amended:

- 1) Section 9(1) is amended as follows:
  - a) all Council meetings or Council Committee meeting may be conducted electronically
- 2) Section 9(3) is deleted

**3. Effective Date**

This Bylaw comes into effect upon adoption.

Reconsidered, Finally Passed and adopted this 7th day of April, 2020

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MAYOR

---

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No.625, 2020 duly passed by the Council of the Village of Tahsis on this 7<sup>th</sup> day of April, 2020.

---

CORPORATE OFFICER

## VILLAGE OF TAHSIS

### OFFICIAL COMMUNITY PLAN BYLAW NO. 623, 2020

---

A bylaw to adopt the Village of Tahsis Official Community Plan

---

**WHEREAS** under the *Local Government Act* s. 472 Council may, by bylaw, adopt an Official Community Plan;

**AND WHEREAS** Council deems it desirable to adopt a new Official Community Plan for the Village of Tahsis;

**AND WHEREAS** Council has provided consultation opportunities and, in particular, has consulted with the First Nations, persons, organizations and authorities listed in s. 475 of the *Local Government Act*;

**NOW THEREFORE**, THE COUNCIL OF THE VILLAGE OF TAHSIS in open meeting assembled, ENACTS AS FOLLOWS:

#### 1. TITLE

This Bylaw may be cited for all purposes as "Official Community Plan Bylaw No. 623, 2020"

#### 2. CONTENT

The document entitled "The Village of Tahsis Official Community Plan" attached as Schedule "1" together with the maps attached as Schedules "A" to "C-5" are hereby adopted as the Official Community Plan for the Village of Tahsis.

#### 3. APPLICATION

This bylaw is applicable to all lands within the boundaries of the Village of Tahsis.



#### 4. SEVERABILITY

If any section, subsection, paragraph, subparagraph or clause of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction such decision does not affect the validity of the remaining portions of the Bylaw.

#### 5. ADMINISTRATION

(a) This bylaw hereby repeals:

Official Community Plan Bylaw No. 547, 2010 and all schedules and amendments

(b) This bylaw comes into effect upon its adoption.

READ for the first time this 3<sup>rd</sup> day of March, 2020

PUBLIC HEARING HELD THIS 17<sup>th</sup> day of March, 2020

READ for the second time this 7<sup>th</sup> day of April, 2020

READ for the third time this 21<sup>st</sup> day of April, 2020

Reconsidered, Finally Passed and Adopted this 21<sup>st</sup> day of April, 2020

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Mayor

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Chief Administrative Officer

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 623 duly passed by the Council of the Village of Tahsis on the \_\_\_\_ day of \_\_\_\_\_, 2020

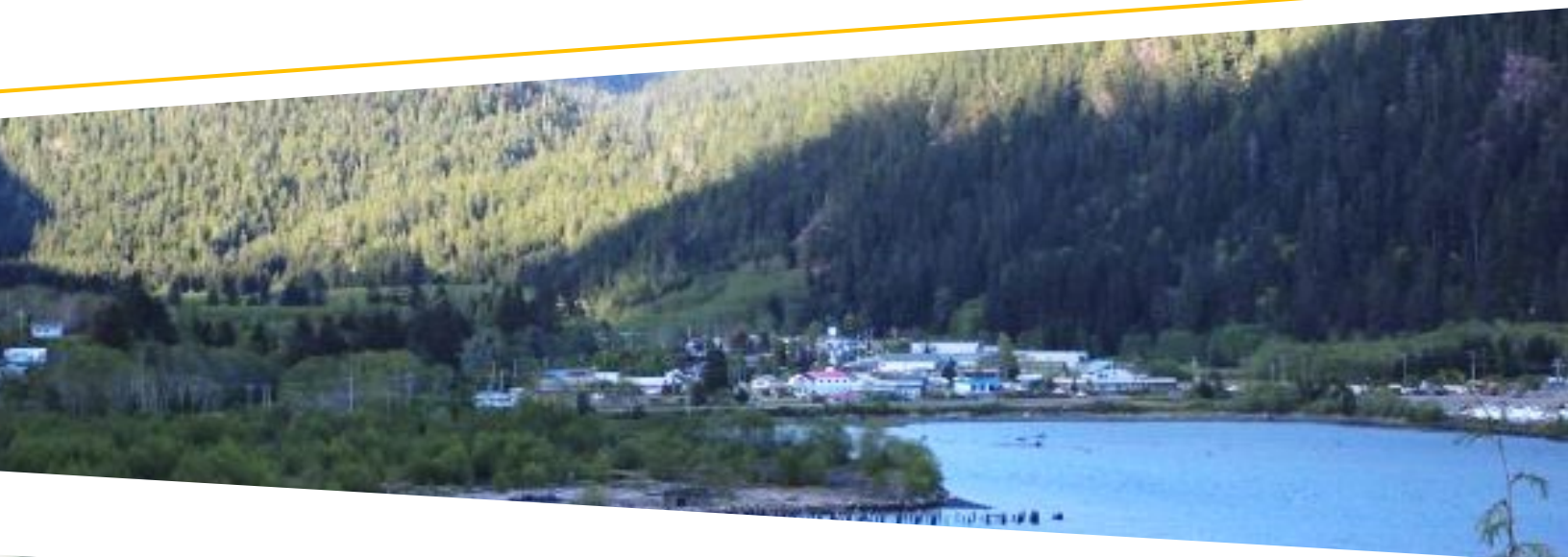
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Corporate Officer



# Village of Tahsis

## Official Community Plan





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## 1.0 Introduction and Context

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### 1.1 Role of Municipalities

Municipalities such as the Village of Tahsis, have specifically defined responsibilities that have been delegated by the province of British Columbia (B.C.) and which are established under the *Community Charter*. These responsibilities include:

- Municipal services – including water supply and management, solid waste pickup and transfer, maintenance of municipal roads and fire protection,
- Public Places – including recreation centres, and parks,
- Protection of natural environment – including watercourses and areas subject to environmental risks such as flooding and steep slopes,
- Community well-being and safety, and
- Land use regulation.

Given the specifically defined authority and powers granted to municipalities, they must work collaboratively with other levels of government, including federal and provincial governments, regional districts, school districts and First Nations to achieve desired outcomes that are beyond their direct responsibility, but yet impact the health, welfare and safety of its residents.

### 1.2 Purpose of OCP

Municipal land use regulation is implemented through two primary mechanisms, Official Community Plans (OCPs) and Zoning Bylaws. An OCP is a long-term vision for a community with respect to uses of land, community facilities, and infrastructure. OCPs provide a decision-making framework for a local government to achieve certain objectives including:

- Prioritizing projects and services and the spending of finite public money
- Locating compatible and supportive uses in proximity to each other
- Avoiding, minimizing and/or mitigating any potential negative impacts associated with development,
- Guiding uses where they can be supported by infrastructure and minimizing impact on the natural environment, including watercourses, steep slopes and flood prone areas.

### 1.3 Relationship to other bylaws

Per the *Local Government Act* (LGA), the provincial act which provides authority for municipalities to plan and manage land use, once an OCP all bylaws enacted or works undertaken by a local government must be consistent with the OCP. OCPs do not commit or authorize a local government to proceed with any project specified in the plan, but they influence all other municipal plans (including strategic and financial plans), bylaws, and

ultimately capital projects within a municipality. As a result, OCPs help municipalities prioritize significant aspects of their operations and responsibilities.

## 1.4 Scope of an OCP

The LGA, specifies what the OCP must and may include with respect to policies and map designations that pertain to land use, housing, public facilities, infrastructure and the environment (Figure. 1). Tahsis' OCP includes these LGA requirements, but also includes additional topics important to the community, including community well-being, food security, and emergency management.

Fig. 1-1: OCP Chapters and *Local Government Act* Requirements.

| <i>Local Government Act</i> OCP Requirements (Summarized)                                      | Introduction and Context | Environment and Natural Areas | Housing | Economy and Employment | Infrastructure and Transportation | Climate Action and Energy | Parks and Recreation | Learning, Culture, Community Well-Being | Hazard and Emergency Management | Land Use |
|--|--------------------------|-------------------------------|---------|------------------------|-----------------------------------|---------------------------|----------------------|---|---------------------------------|----------|
| REQUIRED   |                          |                               |         |                        |                                   |                           |                      |   |                                 |          |
| Residential development  |                          |                               | ✓       |                        |                                   |                           |                      |   |                                 | ✓        |
| Affordable housing, rental housing, special needs housing                                      |                          |                               | ✓       |                        |                                   |                           |                      |   |                                 |          |
| Commercial, industrial, institutional, agricultural, recreational and public utility land uses |                          |                               |         | ✓                      | ✓                                 |                           | ✓                    | ✓                                       |                                 | ✓        |
| Public facilities including schools, parks and waste treatment and disposal sites              |                          |                               |         |                        | ✓                                 |                           | ✓                    | ✓                                       |                                 | ✓        |
| Use of land with hazardous conditions or environmentally sensitive to development              |                          | ✓                             |         |                        |                                   |                           |                      |   | ✓                               | ✓        |
| Major road, sewer, and water infrastructure systems  |                          |                               |         |                        | ✓                                 |                           |                      |   |                                 | ✓        |
| Greenhouse gas emissions (GHG)   |                          |                               |         |                        |                                   | ✓                         |                      |   |                                 |          |
| Housing needs assessment   | ✓                        |                               | ✓       |                        |                                   |                           |                      |   |                                 |          |
| OPTIONAL   |                          |                               |         |                        |                                   |                           |                      |   |                                 |          |
| Social well-being, social needs, and social development  |                          |                               |         |                        |                                   |                           |                      | ✓                                       |                                 |          |
| Natural environment  |                          | ✓                             |         |                        |                                   |                           | ✓                    |   |                                 | ✓        |

## 1.5 Relationship with levels of government and agencies

Given the need for municipalities to collaboratively work with other government entities, it is important these groups and their relationship to Tahsis are recognized.



### 1.5.1 Mowachaht/Muchalaht First Nation

The Village of Tahsis is located on the traditional territory of the Mowachaht/Muchalaht First Nation. The Nation's traditional territory extends inland to Gold River and south to Nootka Sound. Tahsis' name stems from the Mowachaht word, *Tashees*, meaning "gateway or passage".

The Nation's centre is Yuquot, (Friendly Cove), located at the mouth of Tahsis Inlet on Nootka Sound, on the south end of Nootka Island where the Yuquot Historic Village, designated a National Historic Site, has been opened for visitors to experience Mowachaht/Muchalaht history and culture.

The Nation is working to pass on their history, culture, stories and experiences to others and are making major investments to upgrade and develop Yuquot historic infrastructure, including dock and moorage facilities, camping and cabin accommodations, a gift shop and maintaining access to the Nootka Trail. Given common interests, partnerships between the Nation and the Village in the areas of economic development, environmental management, and culture have the potential to provide synergistic benefits.

### 1.5.2 School District

The LGA requires municipalities and local school districts to consult at least once each calendar year to discuss anticipated needs for school facilities and support services in the school district and during the preparation of an OCP when an OCP is amended. This communication provides the opportunity to ensure the anticipated needs of a municipality and school district are coordinated. Vancouver Island West School District 84 is responsible for providing elementary, middle and high school education for the west coast of Vancouver Island. The School District operates the Captain Meares Elementary Secondary School in Tahsis which provides kindergarten through grade 12 education.

### 1.5.3 Strathcona Regional District

The Strathcona Regional District (SRD) provides emergency management services supporting the Tahsis Emergency Management program, bylaw enforcement and GIS services. The Comox Strathcona Waste Management service provides landfill and recycling services for Tahsis and the surrounding watershed. The SRD is not required to prepare a regional growth strategy, and therefore, the OCP does not contain a regional context statement.

### 1.5.4 Province and Federal Government

The province, as noted, grants authorities to local governments and provides grants to help municipalities achieve some of its mandated functions. The province is also responsible for the stewardship of provincial Crown Land, forests and natural resources, highways and maintains several provincial parks within the vicinity of Tahsis including Weymer Creek Park.

The federal government is responsible for marine and coastal water waters, including the Tahsis Inlet. Aquaculture licensing, including shellfish and marine fish licensing, is a responsibility of the Department of Fisheries and Oceans (DFO).

The Village does not contain any land within the ALR and is therefore not required to consult with the Agriculture Land Commission prior to the adoption of this OCP.

### 1.5.5 Health Authority

The province has delegated the provision of public health care to health authorities. Vancouver Island Health is the health authority responsible for health care services throughout Vancouver Island and operates the Tahsis Health Centre. Island Health also supports programs to address health and well-being to help prevent illness including the Strathcona Community Health Network, which is a partnership with local governments, First Nations and community organizations.

## 1.6 Tahsis Context

Prior to articulating OCP policies, it is essential to understand the historical contexts, of growth and change from demographic (i.e., population) and housing perspectives.

### 1.6.1 Population and Dwelling Occupancy

Though Tahsis' permanent population has been declining over the past 25 years, there is a growing part-time population. This is evidenced by the steady rate of maintained dwelling units over the past 15 years. Despite a decrease in full-time population the total number of dwellings in Tahsis has remained at or around 400.

**Table 1-1: Population, Dwellings and Full-time Occupancy Rates, 2001-2016.**

|                            | 2001 | 2006 | 2011 | 2016  |
|----------------------------|------|------|------|-------|
| Total Full-time Population | 607  | 367  | 314  | 260   |
| Total Maintained Dwellings | 405  | 406  | 397  | 400   |
| Total Occupied Dwellings   | 270  | 195  | 170  | 150   |
| Full-time Occupancy Rate   | 67%  | 48%  | 42%  | 37.5% |

Source: Statistics Canada, Census 2001-2016.

### Implications

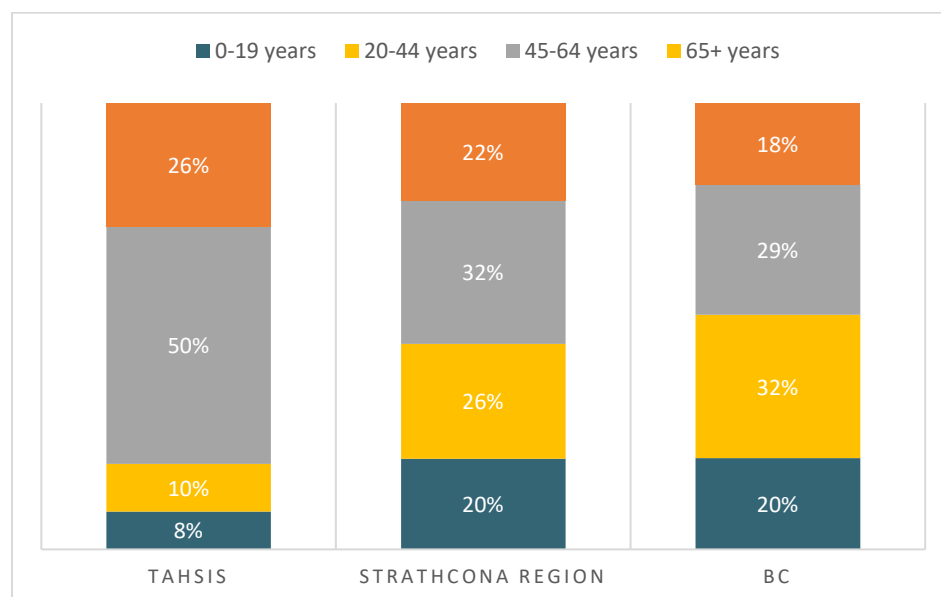
Low full-time occupancy rates and a steady number of maintained dwellings indicates there is a significant part-time resident population. Assuming the persons per household rate of 1.6 (Table 1-2) and 100% occupancy of dwellings in the summer, the estimated population of both full-time and part-time residents would be 640, a significant increase from the 250 estimated full-time residents in the 2016 Census. The needs of part-time residents can be quite different than full-time residents. A part-time population also creates demand for a seasonal workforce needing short-term rental accommodation.

### 1.6.2 Age of Residents

The average age of communities across Canada and BC is increasing and Tahsis is no exception. Approximately 26% of Tahsis' population is over the age of 65 and just 8% are under the age of 20. The largest proportion of residents, 50%, are between 45-64 years (Figure 1-2).

This age distribution is quite distinct when compared to Strathcona Regional District and BC which have a more even distribution of residents between age groups.

Figure 1-2: Percent Population by Age Group, 2016



Source: Statistics Canada, Census 2016.

### Implications

Aging residents require quality, specialized health care, recreation and social activities and infrastructure that accommodates active (non-vehicular) modes to maintain well-being.

### 1.6.3 Household Size

Average household sizes (number of persons per household) have been decreasing (Table 1-2). This trend is typical for aging populations that contain households without children or spouses. Tahsis' household size has been averaging less than two persons over the past ten years.

Table 1-2: Average Number of Persons per Household – 2006, 2016

| Location                     | 2006 | 2011 | 2016 |
|------------------------------|------|------|------|
| Tahsis                       | 1.8  | 1.8  | 1.6  |
| Strathcona Regional District | 2.3  | 2.3  | 2.2  |
| British Columbia             | 2.5  | 2.5  | 2.4  |

Source: Statistics Canada, Census 2011-2016.

Further, the number of one-person households in Tahsis increased from 75 in 2011 to 85 in 2016, which represents 55% of all households.

## Implications

The increase in one-person households affirms the need to provide social and community services that prevent social isolation. The design of public facilities and provision of public services will need to consider this demographic shift, including other daily services and amenities to help residents “age in place” and to support ongoing, independent living.

### 1.6.4 Housing Tenure

Tenure refers to whether persons living within the dwelling own or rent it. In Tahsis, 94% of dwellings are owner occupied (Table 1-3).

Table 1-3: Housing Tenure, 2016

| Location                     | % Owner Occupied | % Renter Occupied |
|------------------------------|------------------|-------------------|
| Tahsis                       | 94%              | 6%                |
| Strathcona Regional District | 74%              | 26%               |

Source: Statistics Canada, Census, 2016.

Another housing indicator available from the Census is “housing suitability”. In Tahsis, 100% of housing is considered suitable for persons occupying the housing, meaning the dwelling has enough bedrooms for the size and composition of the household.

### 1.6.5 Housing Types

The majority (74%) of Tahsis’ dwellings are single-detached dwellings with 16% classified as movable dwellings.

Table 1-4: Tahsis Occupied Dwellings by Structural Type - 2016

| Structural (Dwelling) type                               | 2016       | %           |
|--|------------|-------------|
| Single-detached house                                    | 115        | 74%         |
| Apartment in a building that has five or more storeys    | 0          | 0%          |
| Apartment in a building that has fewer than five storeys | 5          | 3%          |
| Row house  | 5          | 3%          |
| Semi-detached house                                      | 0          | 0%          |
| Apartment or flat in a duplex                            | 0          | 0%          |
| Other single-attached house                              | 5          | 3%          |
| Movable Dwelling   | 25         | 16%         |
| <b>Total</b>   | <b>155</b> | <b>100%</b> |

### 1.6.6 Age of Housing Stock

The majority (90%) of Tahsis' housing was built prior to 1981. In comparison, Strathcona Regional District (SRD) housing stock age is more evenly distributed through the decades.

Table 1-5: Period of Construction - Percent (%) of Housing Stock

| Time Period | Tahsis | SRD  |
|-------------|--------|------|
| Pre 1945    | 6%     | 2%   |
| 1946-1960   | 31%    | 8%   |
| 1961-1970   | 17%    | 13%  |
| 1971-1980   | 36%    | 22%  |
| 1981-1990   | 10%    | 18%  |
| 1990-2016   | 0%     | 37%  |
| Total       | 100%   | 100% |

Source: Statistics Canada, Census, 2016.

### 1.6.7 Housing Value

Housing value refers to the amount an owner expects to obtain if the dwelling is sold. The average value of dwellings noted in Table 1-6 were obtained through the Census and have been inflated to 2019 dollars.

Table 2-6: Housing Value – Average Value of Dwellings, 2006 and 2016

|                            | Tahsis 2006 | Tahsis 2016 | SRD 2016  |
|----------------------------|-------------|-------------|-----------|
| Average Value of Dwellings | \$109,855   | \$94,490    | \$331,364 |
| Average Value in 2019 \$   | \$116,768   | \$101,500   | \$352,208 |

Source: Statistics Canada, Census 2006-2016 and Bank of Canada Consumer Price Inflation Index data.

### 1.6.8 Housing Needs Assessment

Future housing needs are difficult to determine in the absence of population data that identifies both full-time and part-time residents, and household income data suppressed by Statistics Canada due to the population size of Tahsis.

A declining permanent population does not entirely reflect future housing needs. With a growing but undocumented part-time population, that includes retirees, and seasonal workers, housing needs for Tahsis cover a broader spectrum.

An estimate of housing affordability for both ownership and rental tenure for full-time residents is provided in Table 1-7. To determine homeownership, conventional mortgage

qualifications (3.0% interest, 25-year amortization, minimum 5% down payment) were used to estimate maximum affordable home purchase. For rental tenure, 30% of monthly gross income was used to estimate the maximum affordable monthly rent.

Table 1-7: Housing Affordability

|                | Average Annual Household Income | Maximum Affordable Monthly Rent | Maximum Affordable Home Purchase |
|----------------|---------------------------------|---------------------------------|----------------------------------|
| All Households | \$39,592                        | \$900                           | \$122,500                        |

Note: Average household income data is from Census 2016 and inflated to 2019 dollars.

## 1.7 Engagement

A community survey distributed to all Tahsis households was completed as part of the development of this OCP. Extensive feedback was received and to the extent possible is reflected in the OCPs Community Vision and Policy Directions. In addition, a community workshop was held, and questionnaires sent to all Tahsis households to obtain comments on the draft OCP, including government organizations and entities responsible for providing services to Tahsis residents, and/or potentially affected by the OCP.

## 2.0 Community Vision

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### 2.1 Plan Themes

Several themes emerged from the community survey. These themes have formed the basis for the Vision, outlined below, and desired outcomes and policy directions outlined in Chapter 3. The themes include:

- **Natural Environment** - environmental assets are intrinsically valuable and should be sustainably managed for the benefit of current and future generations.
- **Economic Vibrancy** – promote what Tahsis naturally has to offer and support residents in their entrepreneurial and creative endeavors.
- **Infrastructure and Service** – prioritize public dollars and spend where its needed most.
- **Sense of Community** – the appearance of Tahsis is important and has a bearing on tourism.
- **Culture** – strengthening the relationship with Mowachaht/Muchalaht First Nation has multiple benefits for both the Nation and the Village.
- **Community well-being** – having access to healthy, fresh food and sufficient, reliable health care services is essential to quality of life.

In many ways these themes are intricately linked together. Recognizing the interdependence between environmental, social, and economic systems ultimately makes a community self-sustaining to support both current and future generations. Becoming more self-supportive and reducing dependence on external resources, to the extent feasible, makes communities more resilient and better able to respond to ongoing changes resulting from a range of externalities, including natural disasters and climate change related impacts.

Chapter 3 – Policy Directions, provides desired outcomes (goals) and policies for the plan themes, in addition to other topic areas. Though these goals and policies are noted independently, in many ways, their implementation impacts and supports other policy directions. How each policy direction relates to others is identified as “Relationship to other Policy Directions” throughout Chapter 3. Together, as a whole, the policies can facilitate the overall vision of the plan.

### 2.2 Vision Statement

Tahsis is a healthy, thriving community that showcases its spectacular natural environment, recreation opportunities, and indigenous culture, where residents have pride in their community, access to safe, affordable housing, reliable health care, nutritious food, and facilities and services that support all stages of life.

## 3.0 Policy Directions

### 3.1 Environment and Natural Areas

#### Overview

Tahsis is located within a biologically rich and diverse area with an extensive marine shoreline, the Tahsis Inlet, and three extensive watersheds, Tahsis River, Leiner River and McKelvie Creek. Cave systems, located both within the municipality and its environs, are the most extensive known in Canada, are biologically unique, and contain ancient natural records of climate change. Tahsis' remarkable setting is a fundamental part of its identity and thriving natural systems are intrinsically valuable to residents and visitors alike. Tahsis residents place an extremely high value on protecting environmental assets. McKelvie watershed, the ridge east of the Village, and its old growth forest is an area residents place have identified as a special place the Village should work to protect and preserve for future generations.

#### DESIRED OUTCOME:

- Healthy protected watersheds and inlet that support future generations and sustain natural ecosystems.

#### Relationship to other Policy Directions

| Sec. | Policy Direction                          | Interrelationship  |
|------|---|--|
| 3.2  | Housing                                   | Environmental best management practices help reduce impacts on housing.  |
| 3.3  | Economy and Employment                    | Protected natural areas attract tourists and help maintain healthy rivers and creeks that support local fisheries and other resource sectors.                    |
| 3.4  | Infrastructure and Transportation         | Preserved, managed and protected natural areas help to protect water quality and quantity.   |
| 3.5  | Climate Action and Energy                 | Trees, vegetation and soil help sequester carbon dioxide (CO <sub>2</sub> ), store carbon and help moderate local temperatures and climate and minimize erosion. |
| 3.6  | Parks and Recreation                      | Natural areas support opportunities for passive and active recreation.   |
| 3.7  | Learning Culture and Community Well-Being | Natural areas intrinsically support individual and community well-being.   |
| 3.8  | Hazard and Emergency Management           | Managing local environmental systems can help mitigate potential hazards or natural disasters.   |

#### 3.1.1 Watershed Management and Forest Sustainability

##### Policies

- a. Complete watershed protection plans that aid in ensuring the delivery of safe and sustainable drinking water.



- b. In partnership with Mowachaht/Muchalaht First Nation, pursue the development of a community forest agreement with the province that allows innovative and sustainable forest management practices. (SEE ALSO SECTION 3.3 – ECONOMY AND EMPLOYMENT)
- c. Continue to implement the Development Permit Areas established for the protection of the natural environment, including watercourses, steep slopes, flood prone areas. (SEE ALSO SECTION 5.2 – DEVELOPMENT PERMIT AREAS)

### 3.1.2 Marine Ecosystems

#### Policies

- a. Develop policies and procedures for the Development Permit Area established for the protection of development in flood prone areas. (SEE ALSO SECTION 5.2 – DEVELOPMENT PERMIT AREAS)
- b. Restore shoreline features through redevelopment of sites along the Inlet and through the development of a shoreline trail system. (SEE ALSO SECTION 3.6 - PARKS AND RECREATION)

### 3.1.3 Environmental Stewardship and Education

#### Policies

- a. Provide through community partners, outreach and education programs, information on the value of Tahsis' biologically rich and diverse natural environment.
- b. Establish and maintain partnerships with senior governments and community partners to ensure ongoing protection of sensitive ecosystems, including the McKelvie Creek, Tahsis River and Leiner River watersheds and Tahsis Inlet.
- c. Work with the Tahsis Salmon Enhancement Society and Nootka Sound Watershed Society to restore vital fish bearing streams and rivers and enhance salmon stocks.
- d. Develop a Cave Protection Bylaw to protect and potentially restore entrances to caves within the municipality.

## 3.2 Housing

#### Overview

Providing a range of housing for individuals with different needs allows for more inclusive and socially sustainable communities and allows residents to "age in place". Given Tahsis' aging population, there is a growing need to provide housing to accommodate seniors. There is also a rising need for housing to accommodate seasonal workers given Tahsis' developing tourist economy.

#### DESIRED OUTCOME:

- Residents have access to appropriate, secure, and affordable housing that meets their needs throughout their lifespan.

## Relationship to other Policy Directions

|     | Policy Direction                          | Interrelationship  |
|-----|---|--|
| 3.1 | Environment and Natural Areas             | Environmental best management practices reduce environmental impacts on new and existing housing.  |
| 3.3 | Economy and Employment                    | Through digital communications, homes are convenient and sustainable locations to conduct business.  |
| 3.4 | Infrastructure and Transportation         | Decisions regarding infrastructure impact the ability to service existing and future housing.  |
| 3.5 | Climate Action and Energy                 | Energy consumed in homes can represent a significant portion of GHG emissions in a community.  |
| 3.6 | Parks and Recreation                      | Parks and recreation facilities provide physical and social well-being opportunities to support living.  |
| 3.7 | Learning Culture and Community Well-Being | Housing provides the social stability that enables people to work, play, and learn, providing community well-being.<br>Ground-oriented housing provides yard space for growing food. |
| 3.8 | Hazard and Emergency Management           | Locating new housing outside of hazard areas and mitigating the potential impacts of existing housing located within hazard areas helps reduce impacts on property and people.       |

## 3.2.1 Housing Affordability

## Policies

- a. Pursue partnerships with other levels of government, agencies, private industry, and community organizations to implement affordable housing initiatives for residents in need.
- b. Communicate and provide information to residents about provincial and federal housing-related programs.

## 3.2.2 Rental Housing

## Policies

- a. Ensure that the Village's short-term rental accommodation policy continues to be supported by residents and businesses.
- b. Encourage property owners to offer affordable well-maintained rental housing.

## 3.2.3 Special Needs Housing

## Policies

- a. Support provision of seniors housing, including innovative care options, such as shared accommodation, and assisted living and residential care facilities.
- b. Support development of services to facilitate seniors aging in their own homes.

- c. Support temporary workers and reduce seasonal vacant housing rates by linking the Village website to potential listing services for short-term accommodation services.

### 3.3 Economy and Employment

#### Overview

Tahsis' economic future is closely linked to its natural environment. The highest priority of residents and greatest opportunity for future growth is seen in the area of recreation including tourism.

The condition of Head Bay Road (i.e., "The Road") between Tahsis and Gold River is seen as the most important investment to help develop the local economy. However, pending substantive investment in improving this forest service road, efforts to make it an opportunity rather than a barrier should continue to be pursued.

Many rural areas of B.C. are also successfully transitioning from a resource-based economy to a digital, on-line service-based economy that neither requires a shop-front or, residents living within close proximity. Rural communities have made this transition with the availability of digital services.

#### DESIRED OUTCOME:

- An economic development strategy that supports and enhances the best of what Tahsis has to offer – a high quality natural environment, recreation opportunities, First Nations culture, and small-town rural atmosphere.

#### Relationship to other Policy Directions

|     | Policy Direction                          | Interrelationship  |
|-----|---|--|
| 3.1 | Environment and Natural Areas             | Protected natural areas attract tourists and contribute to Tahsis' distinct identity. Natural resources contribute to jobs which must be managed carefully to ensure these assets are enjoyed by future generations.                                     |
| 3.2 | Housing                                   | Home occupations provide a convenient, cost-effective, and sustainable means to conduct business.  |
| 3.4 | Infrastructure and Transportation         | Safe and convenient access to the Village supports tourism. Communications infrastructure supports a digital, on-line economy. Safe, reliable transportation corridors and modern communication technology are necessary conditions for economic growth. |
| 3.5 | Climate Action and Energy                 | Energy conservation and renewable energy generation is a growing industry sector in BC and supports GHG reduction targets.   |
| 3.6 | Parks and Recreation                      | Provision of parks and recreation facilities including marinas and boat launching facilities supports tourism.   |
| 3.7 | Learning Culture and Community Well-Being | A diversified local economy creates demand for new skills. Post-secondary learning opportunities will increase training and skills development.  |

|     | Policy Direction                | Interrelationship   |
|-----|---------------------------------|---|
| 3.8 | Hazard and Emergency Management | Appropriate management minimizes potential for job earnings to be interrupted as a result of a natural disaster or other emergency. Public safety is a key consideration for potential home buyers and investors. |

### 3.3.1 Tourism Industry

#### Policies

- a. Partner with the Mowachaht/Muchalaht First Nation to support their initiative to promote the Yuquot Historic Village.
- b. Promote the cultural and historical significance of Tahsis for the Mowachaht/Muchalaht and the connection with Yuquot.
- c. Strive to implement opportunities to make Head Bay Road a tourist experience by advertising recreation and tourism opportunities along it.
- d. Promote tourism services and experiences through a variety of websites and develop a social media presence to promote Tahsis.
- e. Consider creating a digital app that provides information on tourist services and activities.
- f. Promote Tahsis as a destination highlighting the natural amenities and outdoor recreation opportunities in Tahsis and the surrounding area.

### 3.3.2 Aquaculture

#### Policies

- a. Promote the provincial shellfish license of occupation to potential operators.
- b. Promote closed containment and land-based fish aquaculture.

### 3.3.3 On-line Service Industry

#### Policies

- a. Pursue through partnerships with the province, Strathcona Regional District, and potential internet service providers, the development of digital internet services to the Village. (SEE ALSO SECTION 3.4 - INFRASTRUCTURE AND TRANSPORTATION)
- b. Support an entrepreneurial culture for residents to develop on-line businesses and services through training and development of web-based programs and on-lines services.

### 3.3.4 Film Industry

#### Policy

- a. Promote Tahsis and its immediate area as a filming location.

### 3.3.5 Community Forest

#### Overview

Community forests are managed by local governments, community groups, First Nations or a non-profit organization for the benefit of an entire community with tenures granted by the province through a community forest agreement as provided under the *Forest Act*. These agreements are granted only to legal entities representing community interests and give the party exclusive rights to harvest timber on Crown Lands for up to a 25-year period. The agreements allow for innovative and unconventional forest management practices, that is, sustainable forestry practices, to be exercised.

#### Policies

- a. In partnership with the Mowachaht/Muchalaht First Nation, pursue a community forest agreement with the provincial government. (SEE ALSO SECTION 3.1.1 – WATERSHED MANAGEMENT AND FOREST SUSTAINABILITY)
- b. Use the community forest to promote sustainable logging that reduces clear-cuts and creates value-added milling jobs.

## 3.4 Infrastructure and Transportation

#### Overview

Infrastructure includes physical assets such as water management and supply, storm water management, sewage treatment, solid waste management, roads and marine facilities managed by the Village, as well as electricity, natural gas, telecommunications, facilities operated by other entities. Decisions regarding infrastructure impact both the conditions and opportunities for development.

Developing a sustainable infrastructure system, including a sustainable funding model for the ongoing maintenance and replacement of infrastructure is critical to community resiliency including adapting to the impacts of climate change.

#### DESIRED OUTCOMES:

- Infrastructure facilities deliver the right services to residents and business operators while utilizing best asset management practices.
- Tahsis' healthy, high-quality drinking water is used prudently and maintained for future generations.

## Relationship to other Policy Directions

| Sec | Policy Direction                          | Interrelationship  |
|-----|---|--|
| 3.1 | Environment and Natural Areas             | <p>Illegally dumped waste can negatively impact natural areas and can contaminate surface and groundwater sources.</p> <p>Composting and recycling diverts household, food and garden waste from the Tahsis landfill.</p> <p>The Wellhead Protection Plan ensures that the groundwater well is protected from all sources of potential contamination through a multi-barrier system.</p> |
| 3.2 | Housing                                   | Decisions regarding infrastructure impact the ability to service existing and future housing.  |
| 3.3 | Economy and Employment                    | Efficient transportation systems support goods and services movement, provides improved access to support tourism and overall investment.  |
| 3.5 | Climate Action and Energy                 | <p>Solid waste, in particular food waste, generates greenhouse gas (GHG) emissions and represents a significant portion of landfill volume.</p> <p>Composting food wastes can greatly reduce the need for waste collection and reduce GHGs emissions.</p> <p>Promoting walking trails will reduce fossil fuel usage.</p>   |
| 3.6 | Parks and Recreation                      | Active transportation routes, such as waterfront and hiking trails, can promote walking and cycling.   |
| 3.7 | Learning Culture and Community Well-Being | <p>Providing appropriate infrastructure, such as sidewalks, supports residents with mobility challenges.</p> <p>Active transportation options, such as walking and biking, can contribute to improved overall health.</p>  |
| 3.8 | Hazard and Emergency Management           | Ensuring infrastructure and transportation systems are resilient to hazards and natural disasters is essential to the safety of residents during an emergency.   |

## 3.4.1 Asset Management

## Policies

- a. Develop, and update on a regular basis, an asset management plan that prioritizes investment for the replacement and upgrading of municipal infrastructure, including roads, water, sewer and storm water systems, and marine facilities along with a funding plan.
- b. Routinely report on the physical condition of civic infrastructure and resources required for maintenance, upgrade and replacement.
- c. Evaluate options to monetize underfunded Village facilities to both improve these facilities and provide income to the Village.

### 3.4.2 Water Supply Management

#### Overview

Groundwater, accessed from a well, is the primary source of the Village's drinking water which is pumped to two reservoirs. The Village also maintains a surface water intake on McKelvie Creek as a backup source of drinking water. The health of both the Tahsis' River and McKelvie Creek watersheds are important to the ongoing provision of clean, high-quality drinking water for residents given surface water and snow melt within these watersheds recharge the underground aquifer which supplies the Village's water.

#### Policies

- a. Strive to implement on an ongoing basis the Well-head Protection Plan (2018) which includes ongoing monitoring and testing of the Village's water supply.
- b. Develop a community outreach program to increase public awareness and educate the community about the importance of protecting the groundwater aquifer and watersheds.
- c. Develop and strive to implement a watershed protection plan for the McKelvie Creek community watershed.

### 3.4.3 Stormwater Management

#### Overview

According to the Canadian National Assessment on Climate Change, by year 2100 the seas in coastal B.C. will have risen one meter from current levels and the management of storm water will play a significant role in the overall effect and impact of sea level rise.

#### Policies

- a. Strive to implement the recommendations of the Flood Risk Assessment Study (2019) to address impacts of flooding and sea level rise, including adoption of a flood control bylaw.
- b. Improve Tahsis' dikes to mitigate the impact of future flood events.
- c. Pursue options for rainwater storage to address impacts of decreasing rainfall frequency. (SEE ALSO SECTION 5.2.2 – FLOOD HAZARD DEVELOPMENT PERMIT AREA)

### 3.4.4 Solid Waste Management

#### Overview

Tahsis operates a landfill on behalf of the Comox Strathcona Waste Management (CSWM), a public entity under the Comox Valley Regional District. CSWM manages waste and recycled material within the Comox Valley and Strathcona Regional Districts. Tahsis is a member of the CSWM service.

The Tahsis landfill, located on Crown Land outside of the municipal boundary, is slated to close by 2025. At that time, Tahsis will transition to a transfer station as its means of handling

solid waste. The Tahsis Strathcona Regional District director is a member of the CSWM board, and the Village operates the landfill under a multi-year contract with CSWM.

Tahsis also operates a recycling program on behalf of CSWM in partnership with Recycle BC, a non-profit organization responsible for recycling of residential packaging materials and paper products for the majority of households in BC. A “free store” is located adjacent to the facility which further redirects items that may otherwise enter the waste stream.

### Policies

- a. Strive to implement an organics waste (composting) program that reduces solid waste volume and GHG emissions at the landfill. (SEE ALSO SECTION 3.7.3 – FOOD SYSTEMS AND SECURITY)
- b. Continue to pursue other solutions that improve waste recovery, re-use, recycling and composting of resources that will extend the life of the Tahsis landfill and improve the Village’s environmental footprint.

## 3.4.5 Sanitary Sewer Services Management

### Overview

Tahsis’ sanitary sewer system contains two treatment plants with a capacity to accommodate a population of 12,000.

### Policies

- a. Continue to seek infrastructure grants to improve system efficiency and retain capacity for future growth.

## 3.4.6 Road Transportation

### Policies

- a. Continue to advocate to the provincial government for improvements to Head Bay Road emphasizing the road’s importance in providing safe access to essential goods and services that must be obtained outside of Tahsis, and overall benefits to the region from an economic development perspective.
- b. Monitor the Ministry of Transportation and Infrastructure’s road maintenance contract management.
- c. Continue to improve municipal roads as infrastructure funding from senior levels of government becomes available.

## 3.4.7 Marine Transportation

### Policies

- a. Provide improved access options into the Inlet, for a variety of marine transportation options including small boats, kayaks, and canoes.
- b. Given the importance of access to the Inlet for tourism, consider prioritizing improvements to marine infrastructure for the benefit of residents and visitors.



- c. Consider options for providing improved vehicle parking to facilitate marine water access.
- d. Pursue external funding for improvements to the municipal wharf and docks.
- e. Evaluate options to implement user fees to generate revenue for the expansion and improvement of marine infrastructure. Promote and communicate the purpose of the fee and how it will be used for the further benefit of residents and visitors.

### 3.4.8 Communications Infrastructure

Communications infrastructure includes telecommunications, and digital on-line services. In rural communities throughout BC obtaining adequate communication infrastructure and services is an ongoing challenge, given they are typically provided by private operators who require a viable business model. This barrier has been recognized by other levels of government and support for these services through provincial funding to assist with the initial infrastructure costs is being made available in many parts of BC, including the west coast of Vancouver Island.

#### Policies

- a. Work with service providers, and other levels of government to coordinate the delivery of fiber-optic to Tahsis.
- b. Work with telecommunication service providers to install and implement cellular phone service.
- c. Promote economic development opportunities facilitated by fibre optic internet service.

## 3.5 Climate Action and Energy

### Overview

Climates around the world are changing and human activities related to deforestation, waste decomposition and fossil fuel combustion have been identified as primary causes by the Intergovernmental Panel on Climate Change, a United Nations body which makes periodic assessments on the current state of knowledge of climate change.

Even with efforts to mitigate climate change, the Canadian National Assessment on Climate Change estimates that communities should prepare for sea level rise, extreme weather events, and an increased frequency in storms. In 2010, the BC Climate Adaptation Strategy recommended municipal governments develop climate change adaptation plans and the province implemented changes to the *Local Government Act* requiring local governments to include GHG reduction targets, policies and actions in their OCPs.

## DESIRED OUTCOMES:

- Tahsis is more resilient and prepared for climate change through implementation of adaptation measures that reduce impacts on public health, public safety, property, the local economy and the natural environment.
- Consistent with the *Climate Change Accountability Act*, Tahsis will strive to reduce GHG emissions by 40% from 2007 levels by 2030.

## Relationship to other Policy Directions

| Sec. | Policy Direction                           | Interrelationship   |
|------|--|---|
| 3.1  | Environment and Natural Areas              | Sustainably managing natural areas helps reduce the impacts of climate change related impacts.<br>Trees, vegetation and soil help sequester carbon dioxide (CO <sub>2</sub> ), store carbon, and moderate temperatures. |
| 3.2  | Housing                                    | Retrofitting housing to become more energy efficient reduces GHG emissions.   |
| 3.3  | Economy and Employment                     | Energy conservation and renewable energy is a growing industry sector in the province and supports GHG reduction targets.   |
| 3.4  | Infrastructure and Transportation          | Reducing emissions from solid waste, in particular food waste, reduces GHG emissions.   |
| 3.6  | Parks and Recreation                       | Trees in parks and other public spaces help sequester carbon dioxide (CO <sub>2</sub> ).  |
| 3.7  | Learning, Culture and Community Well-Being | Addressing and adapting to the impacts of climate change helps improve community well-being.  |
| 3.8  | Hazard and Emergency Management            | Renewable, local energy sources help reduce recovery times in an emergency.   |

## 3.5.1 Building performance

## Policies

- a. Monitor and evaluate the performance of municipal facilities through energy audits to improve low-performing buildings. Retrofit buildings to reduce operating costs and energy use, as budgets permit.
- b. Consider climate change and energy resiliency in municipal infrastructure asset management, in particular the maintenance, repair and replacement of assets relative to their life expectancy.
- c. Develop partnerships with energy providers to promote the replacement of inefficient heating and cooling systems for private residences with more energy efficiency systems and/or renewable heating systems.

### 3.5.2 Renewable Energy

#### Policy

- a. Work with the Strathcona Regional District, utility providers, and other potential partners to explore the feasibility of renewable energy for providing electricity and the heating and cooling of private and public buildings.

### 3.5.3 Transportation

#### Policies

- a. Consider replacing, over time, the Village's vehicle fleet with electric vehicles or other potential zero or low emission vehicles, as the technology evolves, and it becomes more cost effective to procure energy efficient all-terrain vehicles.
- b. Pursue with BC Hydro, non-government organizations, and other possible partners, the potential to supply and install electric vehicle charging stations in the Village as the technology evolves to accommodate all-terrain vehicles.

## 3.6 Parks and Recreation

#### Overview

Parks, including trails, and recreation facilities are essential for improving the overall livability of a community and help support a growing tourism industry in the community. Developing additional recreation facilities, including marine facilities is considered a high priority by residents for future growth and development.

#### DESIRED OUTCOME:

- Everyone enjoys convenient, affordable access to community parks, open spaces, recreation facilities, amenities and programs.

#### Relationship to other Policy Directions

| Sec. | Policy Direction                          | Interrelationship  |
|------|---|--|
| 3.1  | Environment and Natural Areas             | Natural areas support opportunities for passive and active recreation.   |
| 3.2  | Housing                                   | Convenient access to parks and recreation facilities from a resident's home supports livability and quality of life.       |
| 3.3  | Economy and Employment                    | Provision of parks and recreation facilities including marinas and boat launching facilities supports the tourism economy. |
| 3.4  | Infrastructure and Transportation         | Trails and waterfront pathways encourage walking and cycling as alternative modes of transportation.                       |
| 3.5  | Climate Action and Energy                 | Trees in parks and other public spaces help sequester carbon dioxide (CO <sub>2</sub> ).                                   |
| 3.7  | Learning Culture and Community Well-Being | Parks and recreation are essential for community well-being and improving overall livability.                              |

| Sec. | Policy Direction                | Interrelationship   |
|------|---------------------------------|---|
| 3.8  | Hazard and Emergency Management | Parks are an alternative land use in hazard areas that reduce risk to property and residents. |

### 3.6.1 Parks, Trails, Walkways

#### Policies

- In support of improving access and enjoyment of the Inlet, work towards a continuous pedestrian waterfront walkway through the strategic acquisition of land or rights-of-way for public use.
- Through the redevelopment of lands adjacent to the Tahsis River and Inlet, provide for a connected trail system that ultimately links to other trails within and beyond the Village boundaries. These trails will be obtained through rezoning and subdivision application review.
- Identify new opportunities for sharing Tahsis' history for the benefit of new residents and visitors, including display signage along the waterfront, public spaces and trails.
- Formalize and promote trail systems locally by expanding and building upon communication methods through the Village website, tourist accommodation websites and other appropriate platforms that can inform potential users.
- Continue to work with the Village of Zeballos, the Mowachaht/Muchalaht First Nation and the Ehattesaht/Chinehkint First Nation in developing the multi-purpose trail between Tahsis and Zeballos.

### 3.6.2 Recreation Centre

#### Policies

- Periodically assess with recreation centre users and potential users, the type of facilities most needed and the best hours and times of day for the centre to be open.
- Consider initiating passive recreation, social, and learning uses for the recreation centre to accommodate the needs of less physically active residents.

## 3.7 Learning, Culture, and Community Well-Being

#### Overview

Learning, culture and community well-being are central to quality of life. Continuous learning opportunities give residents the opportunity to develop new job skills or hobbies. Culture includes heritage, cultural practices and values, and the arts, which can represent culture through various media. Community well-being includes supporting and ensuring the basic needs of residents are met and that residents are able to contribute to their own well-being, as well as the well-being of the community.

## DESIRED OUTCOMES:

- Residents are healthy and have access to facilities, services and programs that promote wellness and overall well-being.
- Residents have diverse opportunities for social interaction, and access to high quality, affordable education and training.
- Residents have a deep sense of pride in their community and what it has to offer.

## Relationship to other Policy Directions

| Sec. | Policy Direction                  | Interrelationship  |
|------|-----------------------------------|--|
| 3.1  | Environment and Natural Areas     | The use of trails and natural areas contributes to spiritual and physical health.  |
| 3.2  | Housing                           | Safe and appropriate housing is critical for living a well-balanced and healthy lifestyle.<br>Access to housing and associated outdoor space supports the ability to grow food.  |
| 3.3  | Economy and Employment            | The arts and culture sectors provide potential for job and business growth.<br>Post-secondary (after high school) education contributes to the development of critical skills needed for jobs in the creative sector.<br>Health and recreation service providers support economic activity in the community. |
| 3.4  | Infrastructure and Transportation | Maintaining high-quality drinking water is essential to the well-being and health of residents.<br>Transportation infrastructure provides safe access to vital goods and services, fundamental to resident health and well-being.  |
| 3.5  | Climate Action and Energy         | Growing food locally reduces the need to transport food from distant locations.  |
| 3.6  | Parks and Recreation              | Recreation experiences create opportunities to bring people together for celebration.  |
| 3.8  | Hazard and Emergency Management   | Growing food locally reduces Tahsis' vulnerability to global food system disruptions and natural disasters which may prevent food from reaching the west coast of Vancouver Island and Tahsis.<br>Improving accessibility helps residents with limited mobility to better respond to natural disasters.      |

## 3.7.1 Sense of Community and Place

## Overview

There are several volunteer organizations in Tahsis that provide learning, cultural, recreation, and environmental enhancement services. These organizations play a key role in supporting Tahsis' social infrastructure which are essential to community well-being. Volunteerism and

volunteer organizations help address a community's social, cultural, and well-being needs when there are limited public funding resources available. Volunteerism also provides a foundation for a continued sense of pride in the community and supports overall community well-being. Social well-being, in turn, supports physical and mental health.

### Policies

- a. Continue to support and develop events that are oriented to a variety of interests, cultures, age-groups and range of abilities.
- b. Work with community partners and residents to maintain and further promote a culture of volunteerism and community service to implement community projects.
- c. Strive to implement a program that recognizes community volunteers and groups on an annual or semi-annual basis.

### 3.7.2 Accessibility

#### Overview

With an aging population accessibility will become an increasing challenge, whether it be walking along public streets, the ability to access and enter public facilities, or access and enjoy public spaces and natural areas.

#### Policy

- a. Complete an analysis of the recommendations from the Age-Friendly Community Action Plan and prioritize implementation based on available resources.

### 3.7.3 Food Systems and Food Security

#### Overview

The availability of nutritious, affordable food is critical to the health and well-being of residents and the lack of available daily goods is a significant concern for residents. The reliance on outside sources, including grocery stores in other locales, creates food security challenges, especially for residents no longer able to drive.

The agricultural sector on Vancouver Island is declining due to a number of factors, including aging farmers, limited desire by younger generations to farm, and loss of critical food system infrastructure. Vancouver Island imports a majority of its food, creating concerns for future cost and stability of the food supply given rising energy costs and climate change.

Given these vulnerabilities, local solutions will be paramount to establish and maintain a more food secure environment including improved opportunities to grow and sell local produce.

### Policies

- a. Provide access to skills, knowledge and resources to residents to produce and process their own food.
- b. Identify additional opportunities for local food production on private and public lands.
- c. Pursue a seasonal produce stand to make locally grown food available to residents.

- d. Coordinate an organic waste recovery collection program that directs food waste to a composting system that is directly available for local food growers. (SEE ALSO SECTION 3.4.4 – SOLID WASTE MANAGEMENT)
- e. Consider options to cook and prepare locally grown food and make it available to residents not able to grow or buy produce within the allowance of the provincial “Food Premises Regulation”, under the *Public Health Act*.
- f. Identify opportunities to celebrate local food culture and cuisine, and indigenous local food traditions.

### 3.7.4 Health Care Services

#### Overview

Access and availability of professional health care is an ongoing and growing challenge for residents with many needing to travel to other locations to obtain the services they need. The need for adequate and appropriate health care will only increase with an aging population.

#### Policies

- a. Continue to work with the Vancouver Island Health Authority to ensure physical and mental health care services are available to residents on an ongoing basis.
- b. Investigate with the Vancouver Island Health Authority alternatives to in-person health care services including on-line appointments with health care providers.

### 3.7.5 Education

#### Overview

Continued education and training are integral to social well-being and provide economic opportunity options for residents. Captain Meares Elementary Secondary School provides kindergarten through grade 12 learning and has an adult learning centre that offers high school upgrading and general interest courses. Tahsis also has a public library with internet access and wireless capabilities.

#### Policies

- a. Support post-secondary education and skill development opportunities with businesses, non-governmental organizations, the school district and other levels of government.
- b. Support development of on-line training and education options.
- c. Support School District #84’s efforts to maintain Captain Meares Elementary Secondary School.
- d. Support community members who want to teach or share their skills and knowledge with interested members of the community.

### 3.7.6 Mowachaht/Muchalaht First Nation

#### Policies

- a. Identify and initiate opportunities for Mowachaht/Muchalaht First Nation to share and teach their history and culture with the Village's residents and visitors through cultural awareness initiatives and learning exchanges.
- b. Identify common interests shared between the Village and Mowachaht/Muchalaht Nation and formulate partnerships based on those interests that result in successful and mutually beneficial outcomes.

## 3.8 Hazard and Emergency Management

#### Overview

The objective of hazard and emergency management is to save lives, reduce human suffering and protect property and the natural environment resulting from an emergency or disaster.

Provincial legislation requires local governments to develop and maintain an emergency plan which identifies methods for preparing, responding and recovering from an emergency. These emergency plans must also assess the likelihood and anticipated impacts of natural and human-made hazards that exist within a municipality.

#### DESIRED OUTCOMES:

- The community is prepared to effectively respond to an emergency when it occurs.
- The community manages known hazards to limit adverse impacts on property and people.

#### Relationship to other Policy Directions

| Sec. | Policy Direction                  | Interrelationship  |
|------|-----------------------------------|--|
| 3.1  | Environment and Natural Areas     | Sustainably managing natural areas helps reduce the risk of hazards and the impacts of natural disasters.  |
| 3.2  | Housing                           | Locating new housing outside of hazard areas and mitigating the potential impacts of existing housing located within hazard areas helps reduce impacts on property and people. |
| 3.3  | Economy and Employment            | Managing and responding to emergencies and reducing recovery times helps reduce the impact on job earnings of residents.   |
| 3.4  | Infrastructure and Transportation | Ensuring infrastructure and transportation systems are resilient to hazards and natural disasters is important to the safety of residents during an emergency.                 |
| 3.5  | Climate Action and Energy         | Renewable, local energy sources help reduce recovery times in an emergency.  |
| 3.6  | Parks and Recreation              | Parks are an alternative land use in hazard areas that reduce risk to property and residents and may be used to accommodate residents immediately after a disaster.            |



| Sec. | Policy Direction                          | Interrelationship   |
|------|---|---|
| 3.7  | Learning Culture and Community Well-Being | Effectively managing and responding to an emergency and minimizing the potential impacts of hazards provides improved community well-being. |

### 3.8.1 Hazards

#### Overview

There are several potential hazards types in Tahsis, given its topography, location at the head of a marine inlet, and history as a forest mill community. These known hazards types include steep slope hazards, flood hazards and anthropogenic (human caused) hazards primarily resulting from hog fuel and mineral fill areas used as structural landfill for buildings.

#### Policies

- Seek to prevent unsafe timber harvesting on slopes located above and adjacent to the municipality.
- In order to reduce risk and mitigate the potential impacts of hazards to existing housing, continue to implement the development permit areas established for steep slope hazards, flood hazards and anthropogenic (human caused) hazards. (SEE SECTION 5.2 – DEVELOPMENT PERMIT AREAS AND GUIDELINES)

### 3.8.2 Emergency Services and Preparedness

#### Overview

Tahsis has a volunteer fire and rescue department with two fire trucks and a BC ambulance station. These services provide for basic and small-scale emergency needs of residents and visitors, however, in the event of larger, more significant events, other resources will be required.

Emergency events that pose the greatest risk to Tahsis are wildfires, earthquakes, tsunamis, landslides, and flooding. An earthquake could disrupt access to and from Vancouver Island, a wildfire, access into and out of Tahsis along Head Bay Road, and a tsunami or flooding event could impact both water and road access.

#### Policies

- Complete the Evacuation Plan and strive to implement its recommendations.
- Pursue implementation of an emergency operations centre and an emergency communications system.
- Develop a local online warning system for potential localized tsunamis.
- Strive to implement an automated localized tsunami warning system.
- Update the Community Wildfire Protection Plan (2011) identifying potential wildfire risks within the community and possible methods to reduce risks.
- Facilitate volunteer training to coordinate activities in the event of a disaster.

## 4.0 Land Use

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Land use designations outlined in this section are depicted in Schedule A: Land Use Designations Map. Each land use designation definition outlines what may be possible on sites with that designation.

### Interpretation

The land use designations on Schedule A typically follow parcel boundaries; however, OCP boundaries should be considered approximate as it reflects potential land uses on a site.

### Outline

Each of the land use designations are described below and include the following elements:

- **Purpose:** An explanation of the vision and objectives of this designation.
- **Principal Uses:** The primary uses expected on parcels with the land use designation.
- **Corresponding Zones:** The zones or potential zones in the Zoning Bylaw that are typically applied to implement the land use designation. Existing zoning on parcels can be consistent with either existing land uses or Schedule A land uses designations.

### 4.1 Land Use Designations

#### Residential

**Purpose:** This designation allows for a full spectrum of residential uses and dwelling types to accommodate permanent and seasonal residents throughout the year and through a resident's life span.

**Principal Uses:** Rural residential, single-detached residential, duplex, boarding homes, townhouses, apartments, and mobile homes.

**Corresponding Zones:** Residential Zone One (R-1), Residential Zone Two (R-2), Residential Multiple Zone One (RM-1), Residential Zone Three (R-3), Residential Multiple Zone Two (RM-2)

#### Neighbourhood Reserve

**Purpose:** This designation notes lands to be considered for future residential, recreation, tourist accommodation, or other uses to support future growth. These lands would require further land use review and servicing assessment to determine specific land uses and the associated amendments required to Schedule A: Land Use.

**Principal Uses:** Forestry, Recreation

**Corresponding Zones:** Rural One (RU-1)

### Commercial

**Purpose:** This designation provides for retail, service and office commercial uses which support the community.

**Principal Uses:** Retail, offices, entertainment, personal and professional services, eating and drinking establishments, tourist accommodation

**Corresponding Zones:** Commercial Zone One (C-1), Commercial Zone Two (C-2), Commercial Zone Three (C-3)

### Village Core

**Purpose:** This designation, generally located along the western waterfront, provides for commercial, institutional and residential uses that form the primary village centre area.

**Principal Uses:** Retail, offices, entertainment, personal and professional services, eating and drinking establishments, tourist accommodation, residential, institutional.

**Corresponding Zones:** Commercial Zone One (C-1), Residential Zone One (R-1), Residential Zone Two (R-2), Residential Multiple Zone One (RM-1)

### Marine Commercial

**Purpose:** This designation, located within the Inlet waters, provides for marine recreation support services adjacent to the Village Core.

**Principal Uses:** Moorage facilities, boat docks, commercial marina facilities, tourist accommodation, aquaculture activities and associated processing.

**Corresponding Zones:** Industrial Zone Two (I-2), Commercial Zone One (C-1)

### Mixed Use

**Purpose:** This designation provides for commercial, service commercial and light industrial and accessory residential uses. Intent is to allow for a diversity of uses in these areas to support redevelopment of community entryway sites.

**Principal Uses:** Retail, light manufacturing, warehousing and distribution, open space, parks,

**Corresponding Zones:** Industrial One (I-1), Commercial Zone One (C-1), Commercial Zone Two (C-2)

### Industrial

**Purpose:** This designation provides for light and heavy industrial uses.

**Principal Uses:** Processing of natural resources, marine resources, freight handling and distribution facilities, manufacturing, warehousing.

**Corresponding Zones:** Industrial One (I-1), Industrial Two (I-2)

### Institutional

**Purpose:** This designation provides for services and operations that are institutional in nature.

**Principal Uses:** Schools, child-care centres, health care facilities, fire hall, civic uses and facilities, postal service facilities, recreation centre

**Corresponding Zones:** All zones in the Zoning Bylaw.

### Park

**Purpose:** This designation provides for park uses providing accessible recreation opportunities.

**Principal Uses:** Parks, trails, playgrounds, nature parks, natural areas, open space, campgrounds

**Corresponding Zones:** All zones in the Zoning Bylaw permit park uses.

### Areas of Park Interest

**Purpose:** This designation notes areas for potential future parks and park interest.

**Principal Uses:** Parks, open space, natural areas

**Corresponding Zones:** Public Assembly Zone 1 (PA-1)

### Forestry

**Purpose:** This designation provides for areas to be used for forestry.

**Principal Use:** Forestry

**Corresponding Zones:** Rural One (RU-1)

### Community Forest

**Purpose:** This designation provides for areas to be used for sustainable forestry for the benefit of the community through a community forest agreement as provided under the *Forest Act*.

**Principal Uses:** Sustainable forestry

**Corresponding Zones:** Rural One (RU-1)

### Open Space

**Purpose:** This designation notes areas that contain steep slopes, ravines and/or natural watercourses.

**Principal Uses:** Open space, natural areas

**Corresponding Zones:** Rural One (RU-1)

### Agriculture

**Purpose:** This designation provides for agricultural uses as a primary use and supports the ability for the community to become more food secure.

**Principal Use:** Agriculture

**Corresponding Zones:** Rural One (RU-1)

## 5.0 Implementation

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An OCP does not commit or authorize a municipality to proceed with any project, program or initiative specified within it; however, after an OCP has been adopted, all bylaws enacted or works undertaken by Council must be consistent with the OCP as outlined in the *Local Government Act*.

The OCP also provides policy direction that guides land use and investment toward implementing the OCP's Vision. As decisions are made regarding development, infrastructure improvements, programs, initiatives, and the overall delivery of the Village's core services, the OCP will serve as a directional document to help facilitate those decisions and will help prioritize the spending of finite financial resources. In addition, the OCP provides policy guidance as initiatives are developed in partnership with other municipalities, the Strathcona Regional District, First Nations, the province, private industry and community groups.

Achieving the desired outcomes (goals) and policies of the OCP can be challenging, requiring coordination and commitment to address factors that may be outside the Village's control. Building public awareness and understanding of the OCP's goals and policies will be integral to achieving support for the Plan and its effective implementation.

### 5.1 Implementation Tools

Several implementation tools are available to municipalities to facilitate OCP implementation.

#### Financial Plan

Under the *Community Charter*, a municipality must have a financial plan that covers a five-year time period. The OCP provides guidance and direction to a municipality in preparing their financial plan by helping prioritize financial resources. In turn, the financial plan funds projects, programs and services outlined in the OCP.

#### Zoning Bylaw

The Zoning Bylaw is one of the principal tools used to implement OCP land use plans and policies. It regulates and provides for permitted uses, densities, and building siting on individual lots. Zoning classifications on a lot must be consistent with an OCP land use designation. If existing zoning is inconsistent with the OCP land use designation, the zoning may continue, but any subsequent rezoning must be consistent with the applicable land use designation.

#### Subdivision

Subdivision of land is subject to the approval of the Village's Approving Officer, consistent with the policies of the OCP, the provisions of the Village's Zoning Bylaw, other relevant municipal bylaws, and in accordance with the *Land Title Act* and/or other provincial regulations.

#### Development Permit Areas and Guidelines

The *Local Government Act* (sec. 488) allows municipalities to establish development permit areas as a method of managing development design, addressing potential hazards and/or

protecting the natural environment, among other purposes. Where areas are designated as a development permit area, the objectives and/or special conditions which justify the designation must be described and guidelines identifying how conditions will be mitigated and objectives will be achieved must be provided with a development permit application.

Several development permit areas are established within the Village's boundaries and are further outlined in Section 5.2.

### Temporary Use Permits

The *Local Government Act* (sec. 492) provides municipalities the authority to issue temporary use permits by resolution of Council within a temporary use permit area. Temporary use permits permit a use on a specified property that is not otherwise permitted in the Zoning Bylaw for a period not exceeding three years.

A temporary use permit area is established within the Village's boundaries and is further outlined in Section 5.3.

## 5.2 Development Permit Areas and Guidelines

The *Local Government Act* (sec. 488) allows development permit areas (DPAs) to be established for the purpose of, among other subjects:

- Protecting the natural environment, its ecosystems and biological diversity,
- Protecting development from hazardous conditions,
- Establishing objectives for the form and character of intensive residential development,
- Establishing objectives for the form and character of commercial, industrial or multi-family residential development.

Within Tahsis, several development permit areas are established. The location, purpose, objectives and guidelines associated with each of these development permit areas is provided in the following subsections. A development permit may vary or supplement the regulations of the Village's Zoning Bylaw. However, a development permit may not vary the permitted use, density, residential rental tenure, or a floodplain specification.

### 5.2.1 Natural Environment Development Permit Area

**Category: Natural Environment (LGA Sec. 488(1)(a))**

#### **Area**

The DPA shown on Schedule C-1 are subject to these Natural Environment Development Permit Guidelines.

The natural environment development permit area designated on Schedule C-1 includes land within 30m of the natural boundary of a watercourse.

### Purpose

The Village of Tahsis recognizes the importance of preserving watercourse habitats and ecosystems. These ecosystems provide many functions necessary for health and wellbeing. Any development intended within 30 m of the natural boundary of a watercourse is to be subject to an assessment completed by a qualified environmental professional (QEP).

### Objectives

The following guidelines are intended to allow land to be used for its planned purpose(s), while also protecting, enhancing and/or restoring natural environment areas, prevent the introduction and spread of invasive species, and protect water quality and quantity.

### Guidelines

1. Prior to issuance of a development permit, the applicant will be responsible for obtaining, at their cost, an assessment report prepared by a qualified environmental professional (QEP) in accordance with the Riparian Areas Regulation (RAR) under the provincial *Fish Protection Act*.
2. The QEPs assessment report must provide the following:
  - Certification they are qualified to conduct the assessment,
  - Certification the RAR assessment methods have been adhered to,
  - Establish the Streamside Protection and Enhancement Area (SPEA) in accordance with the RAR,
  - Outline measures that protect the SPEA from development and any alterations of land,
  - Ensure all development will occur outside the defined SPEA and development shall be conducted in accordance with all measures and requirements specified in the assessment report.
3. The boundaries of the SPEA shall be located and clearly marked on site using temporary fencing or another highly visible method to prevent encroachment during clearing and construction.
4. Consideration by the Village of a development permit application is subject to notification from the Ministry of Environment and/or Fisheries and Oceans Canada that they have been notified of the development proposal and provided a copy of the QEP assessment report.
5. The Village may require that development activities be conducted at times of the year where the potential for deleterious impacts on the SPEA are minimized.
6. The Village may require that an erosion control plan prepared by a qualified professional be submitted and form part of the development permit.



### 5.2.2 Flood Hazard Development Permit Area

**Category:** Hazardous Conditions (LGA Sec. 488(1)(b))

#### **Area**

The DPA shown on Schedule C-2 are subject to these Flood Hazard Development Permit Guidelines.

#### **Purpose**

All watercourses creeks and lands around the Inlet are subject to moderate to high water flood hazards based on the Flood Risk Assessment Study (2019).

#### **Objectives**

The following guidelines are intended to allow land to be used for its planned purpose(s), while also protecting, residents and property from the potential risk of natural hazards.

#### **Guidelines**

Prior to issuance of a development permit, the application shall be responsible for completing a report by a qualified registered professional with appropriate education, training and experience to provide professional services related to floodplain mapping and analysis in the province.

1. The stormwater management potential for erosion or flooding, and the impact of the proposed development on, or by, flood hazard conditions should be addressed by a site-specific investigation and report.
2. The report should address the following:
  - The potential impacts of proposed development relative to flood hazards.
  - Required flood proofing or other measures needed to provide suitable protection of structures intended for human occupancy.

### 5.2.3 Steep Slope Hazard Development Permit Area

**Category:** Hazardous Conditions (LGA Sec. 488(1)(b))

#### **Area**

The Development Permit Areas shown Schedule C-3 are subject to these Steep Slope Hazard Development Permit Guidelines.

#### **Purpose**

Steep ravine slopes are subject to potential risk of hazards such as landslides and erosion. Steepness of slope, however, does not necessarily correlate with slope stability, which depends on many factors. As a result, precautions are needed to ensure development activity does not create hazardous conditions.

#### **Objectives**

The following guidelines are intended to allow land to be used for its planned purposes, while also protecting residents and property from the potential risk of natural hazards.

### Guidelines

1. Prior to issuance of a development permit, the potential for both rock and soil slope instability and the impact of the proposed development should be addressed by a site-specific investigation and report prepared by a qualified registered professional with specific experience in geotechnical engineering and/or engineering geology.
2. The report should address the following:
  - a. The potential for soil and rock slope instability, including the potential for rockfalls, supported by documentation of the extent of anticipated instability, accurate field determination of slope crest location or other geological features. Site plans and slope profiles should be provided.
  - b. Geotechnical considerations of cut and fill slope stability with recommendations and restrictions on excavation, blasting and filling.
  - c. Possible building envelopes in relation to natural or cut slope crests and possible rockfall zones.
  - d. Possible evidence of slope conditions that might indicate an imminent landslide or rockfall hazard.
  - e. Groundwater conditions and the potential slope instability which might be caused by groundwater seepage due to drainage and septic field system.
  - f. In all areas underlain by limestone, the potential for the existence of solution cavities and sinkholes and the implications of such features for the proposed development.
  - g. Erosion potential by ocean waves or drain discharges.
  - h. The maintenance of vegetation on soil slopes and within the setback zone above the slopes to minimize erosion; the necessity for selective scaling, rock bolting and tree removal to improve stability conditions, on a site-specific basis, in areas of bedrock.

### 5.2.4 Anthropogenic Hazard Development Permit Areas

#### Category: Hazardous Conditions (LGA Sec. 488(1)(b))

##### Area

The DPA shown on Schedule C-4 are subject to these Anthropogenic Hazard Development Permit Guidelines.

##### Purpose

Based on available information, these areas are inferred to be underlain with non-natural fill. Risks associated with non-natural fill sites include the potential for site settlement, potential generation of toxic or combustible gases, and the potential for combustion of fill materials.

### Objectives

The following guidelines are intended to allow land to be used for its intended purposes, while also protecting residents and property from the potential risk of natural hazards.

### Guidelines

1. Prior to issuance of a development permit, the extent of fill should be determined by site specific investigations for the proposed developments and a design report should be prepared by a Registered Professional Engineer qualified in geotechnical engineering.
2. The report must address the following:
  - a. The subsurface conditions including the areal extent and thickness of all site fills and the natural strata within the depth of influence of the proposed development and the depth to ground water.
  - b. The anticipated settlement, and any mitigative measures required to prevent or accommodate excessive settlement of the proposed development including structures, services and access roads.
  - c. Foundation design requirements including foundation area treatment, foundation types and allowable bearing pressures for shallow (footing or raft) foundations, and allowable working loads, depths and bearing strata for piled foundations.
  - d. The potential for slope instability and erosion, and any mitigative measures required.
  - e. The mitigative measures or design and construction means necessary to protect against the build-up of toxic, explosive or combustible gases to hazardous levels; and
  - f. The measures necessary to protect against combustion of the any fill materials.

### 5.2.5 Commercial Development Permit Area

Category: Form and character (LGA Sec. 488(1)(f))

#### Area

This DPA applies to all commercial development and uses in the Village of Tahsis and are subject to these Commercial Development Permit Guidelines.

### Objectives

The objectives of the commercial development permit area are as follows:

1. Identify development and siting criteria for commercial activity in order to minimize the potential for negative impacts on adjacent properties, existing residential neighbourhoods, the environment, and the Inlet views.
2. Provide guidelines which enhance social interaction and increased pedestrian opportunities as part of new commercial development.

3. Promote a high-quality standard of the built environment.

### Guidelines

1. Prior to the issuance of a development permit, the applicant must submit a detailed plan for the proposed development.
2. The detailed plan must include:
  - a. A detailed site plan which includes the footprint of the building and any impermeable areas, all building setbacks to adjacent lot lines, identification parking spaces, and any other matters deemed significant by Council.
  - b. Detailed elevation drawings for all sides of proposed buildings and structures.
  - c. A detailed description of all materials and colors to be used on the exterior of the building
  - d. A detailed landscaping plan and a written estimate for the costs of the proposed landscaping
3. Natural vegetation and trees should be maintained wherever possible for screening of parking and storage areas, and where required, supplemented by informal landscaping and fencing to provide adequate screening.
4. Commercial developments which are in close proximity to waterfront locations should ensure through design and siting considerations that public access corridors and views both to and from the water are respected.
5. Buildings should be sited to ensure adjacent residential properties are protected from site illumination and noise.
6. Forms of development should incorporate small scale, residential "style" building designs and the provision of internal pedestrian and cycle circulation patterns designed to tie into existing and/or future road and trail systems.
7. Signage should be un-illuminated or softly lit, non-oscillating, constructed of natural materials, and of a small scale in compliance with Zoning Bylaw provisions. Wherever possible, signage should be consolidated.
8. The creation of impermeable surfaces should be minimized to encourage natural drainage and maximize green ground cover.
9. Applicants should retain existing trees to the extent feasible and plant new trees as part of the commercial development.

## 5.2.6 Industrial Development Permit Area

Category: Form and character (LGA Sec. 488(1)(f))

### Area

The Development Permit Area applies to industrial development and uses in the Village of Tahsis and are subject to these Industrial Development Permit Guidelines.

### Objectives

The objectives of the industrial development permit area include:

1. Identify development and siting criteria for industrial activity in order to minimize the potential for negative impacts on adjacent properties and existing residential neighbourhoods, and the environment.
2. Provide guidelines which aim to protect the integrity of views in close proximity to industrial zoned properties.

### Guidelines

1. Prior to the issuance of a development permit, the applicant must submit a detailed plan for the proposed development. This plan must include:
  - a. A detailed site plan which includes the footprint of the building and any impermeable areas, all building setbacks to surrounding lot lines, identifying parking spaces, and any other matters deemed significant by Council.
  - b. Detailed elevation drawings of all sides of proposed buildings and structures.
  - c. A detailed description of all materials and colours to be used on the exterior of buildings.
  - d. A detailed landscaping plan and a written estimate for the costs of the proposed landscaping
2. Natural vegetation and trees should be maintained wherever possible for screening of garbage receptacles, transformers, parking, shipping, storage and loading areas. Where required, these areas should be supplemented by informal landscaping and fencing to provide adequate screening.
3. Wide buffers of natural vegetation should be retained, or alternatively landscaped buffers provided along property lines fronting public roads or adjacent to residential properties.
4. Wherever possible forms of development should incorporate low, small scale building designs.
5. Buildings should be sited to ensure any adjacent residential properties are protected from site illumination, noise, dust, and/or odours.

6. Signage should be un-illuminated or softly lit, non-oscillating, constructed of natural materials, and of a small scale in compliance with Zoning Bylaw provisions. Wherever possible, signage should be consolidated
7. The creation of impermeable surfaces should be minimized to encourage natural drainage and maximize green ground cover.
8. Applicants should retain existing trees to the extent feasible and plant new trees as part of the industrial development.
9. The creation of impermeable surfaces should be minimized to ~~encourage~~ natural drainage and maximize natural ground cover.

### 5.2.7 Development Permit Exemptions

If the DPA has been established for the purpose of protecting **the natural environment**, its ecosystems and biological diversity, the following development permit exemptions apply:

- A development permit is not required for internal alterations to a building.
- A development permit is not required for external alterations to a building provided the alterations are within the existing building footprint.

If the DPA has been established for the purpose of protecting development from **hazardous conditions**, the following development permit exemptions apply:

- A development permit is not required for internal alterations to a building.
- A development permit is not required for external alterations to a building provided the alterations are within the existing building footprint.
- A development permit is not required for the replacement or reconstruction of a structure located within the footprint of a previously permitted structure.

## 5.3 Temporary Use Permits

### 5.3.1 Procedures

All lands shall be designated as being eligible for consideration for the issuance of temporary use permits.

The consideration of applications for a temporary use permit shall be conditional upon the applicant providing:

- a. A detailed description of the proposed use and the duration of the proposed activity;
- b. Plans for mitigating potentially harmful impacts on the environment, adjacent lands, and the local community;
- c. Applicable provincial and federal government approvals or permits;

- d. A plan for rehabilitation of the site following the discontinuance of the proposed temporary use;
- e. Other information required to fully evaluate the application.

### 5.3.2 Conditions

In considering the issuance of a Temporary Use Permit, Council will use conditions it deems reasonable which may include:

- a. The temporary use will operate at an intensity suitable to the surrounding area;
- b. The temporary use will be compatible with respect to use, design and operation with other surrounding land uses;
- c. The temporary use will operate on a temporary basis only and includes, plans, or a letter of undertaking, to terminate the use prior to the expiry date of the permit;
- d. A financial security to ensure the temporary use is removed and the site appropriately restored.

## 5.4 Development Approval Information Requirements

For the purposes of *Local Government Act* Sec's. 485-487, an applicant for a Zoning Bylaw amendment, a development permit or a temporary use permit may be required to provide development approval information if any of the following apply:

- 1. The development may result in impacts on:
  - infrastructure including sewer, water, drainage, electrical supply or distribution, and roads,
  - public facilities including schools and parks,
  - community services, or
  - the natural environment.
- 2. The development may result in other impacts that would be relevant to the decision of Council or its delegate on whether to approve the development.
- 3. The information is required to determine whether the development is in accordance with any applicable development permit guidelines or any other relevant bylaws or guidelines to which the Village may refer in relation to a decision on a zoning amendment or temporary use permit application.

The objective of the above provisions is to ensure that applicable studies and relevant information are provided to the Village prior to development, for the Village to evaluate the impact of the development on the community.

## 6.0 Monitoring

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Ensuring successful implementation of the OCP will require ongoing commitment. A monitoring program is central to this effort. Monitoring on a regular basis is an effective means in determining how well OCP goals and policies are being met and can help show which policy areas are being adequately addressed and which may require further attention. Monitoring methods may include the development of targets or indicators to track progress or can be as simple as a checklist confirming if a policy has been achieved.



## List of Schedules

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A: Land Use

B: Public Facilities and Parks

C: Development Permit Areas

C-1: Natural Environment Development Permit Area

C-2: Flood Hazard Development Permit Area

C-3: Steep Slope Hazard Development Permit Area

C-4: Anthropogenic Hazard Development Permit Area

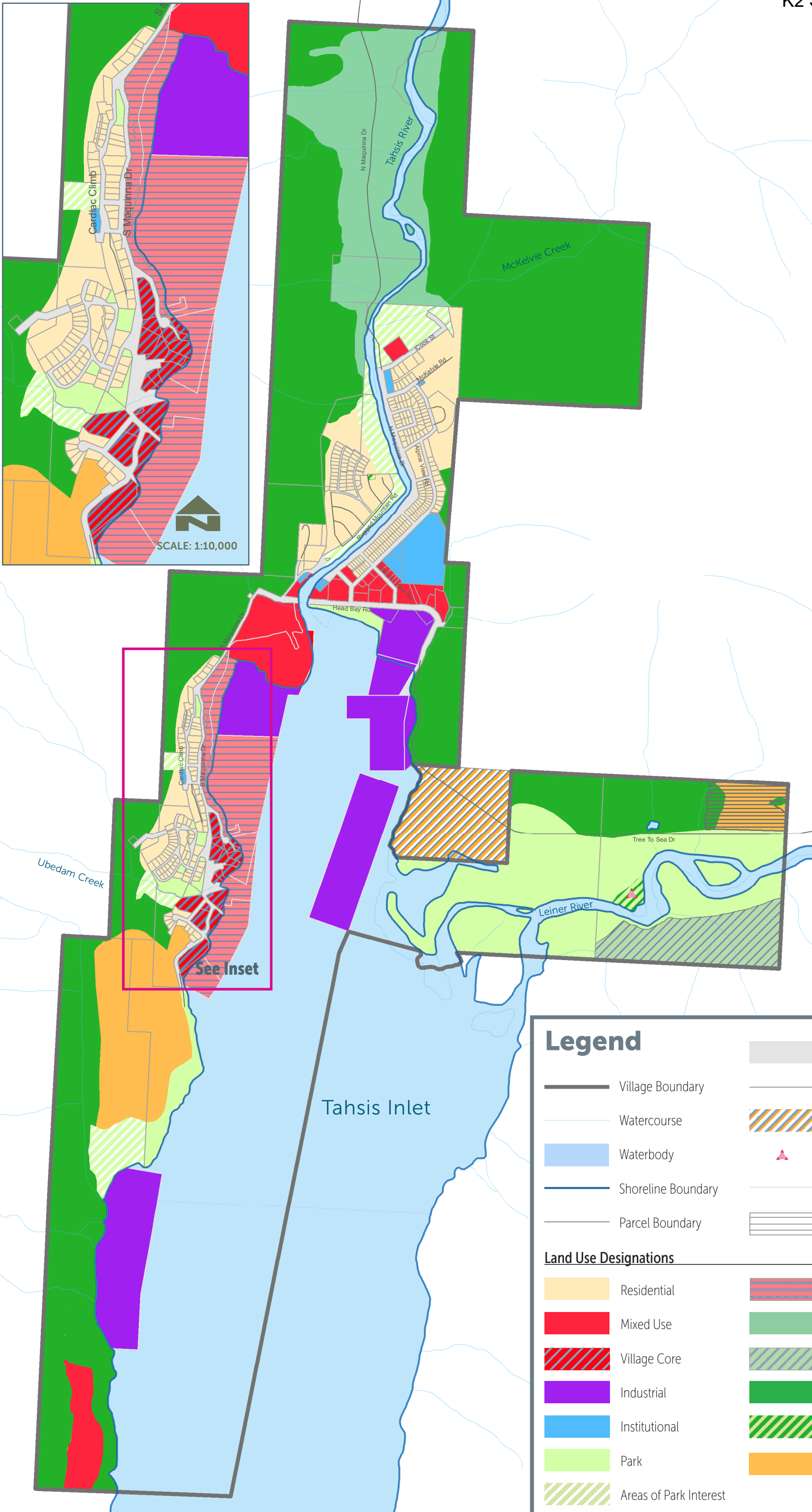
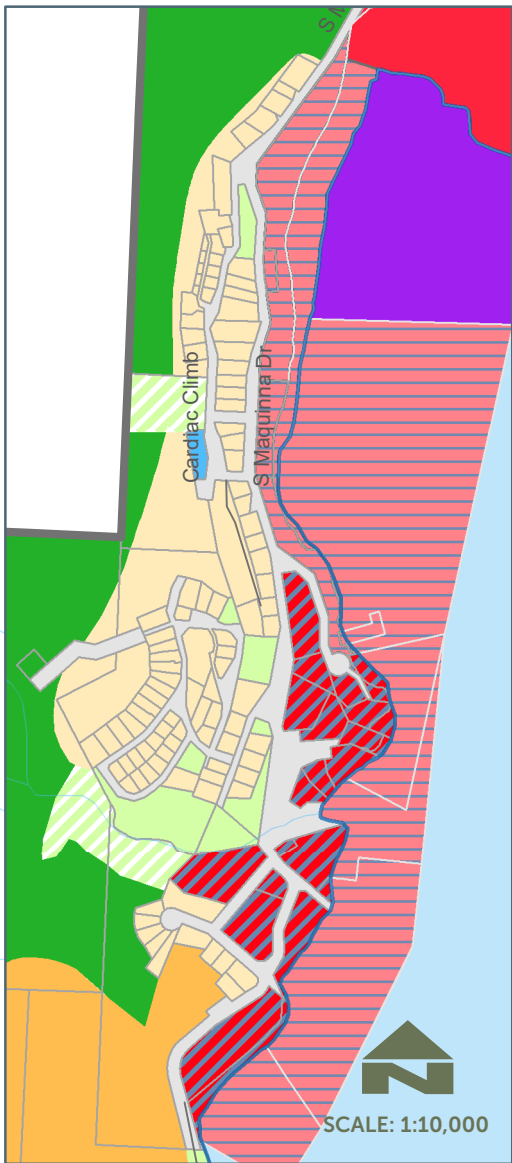
C-5: Combined Development Permit Areas



Schedule A  
Land Use



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Legend

|  |                    |  |  |
|--|--------------------|--|--|
|  | Village Boundary   |  | Public Road  |
|  | Watercourse        |  | Private Road   |
|  | Waterbody          |  | First Nations  |
|  | Shoreline Boundary |  | Heritage   |
|  | Parcel Boundary    |  | Water Lot Boundary                                     |
|  |                    |  | Leiner Sand & Gravel Pit<br>(Boundary is approximated) |

Land Use Designations

|  |                        |  |                       |
|--|------------------------|--|-----------------------|
|  | Residential            |  | Marina Commercial     |
|  | Mixed Use              |  | Forestry              |
|  | Village Core           |  | Community Forest      |
|  | Industrial             |  | Open Space            |
|  | Institutional          |  | Agriculture           |
|  | Park                   |  | Neighbourhood Reserve |
|  | Areas of Park Interest |  |                       |



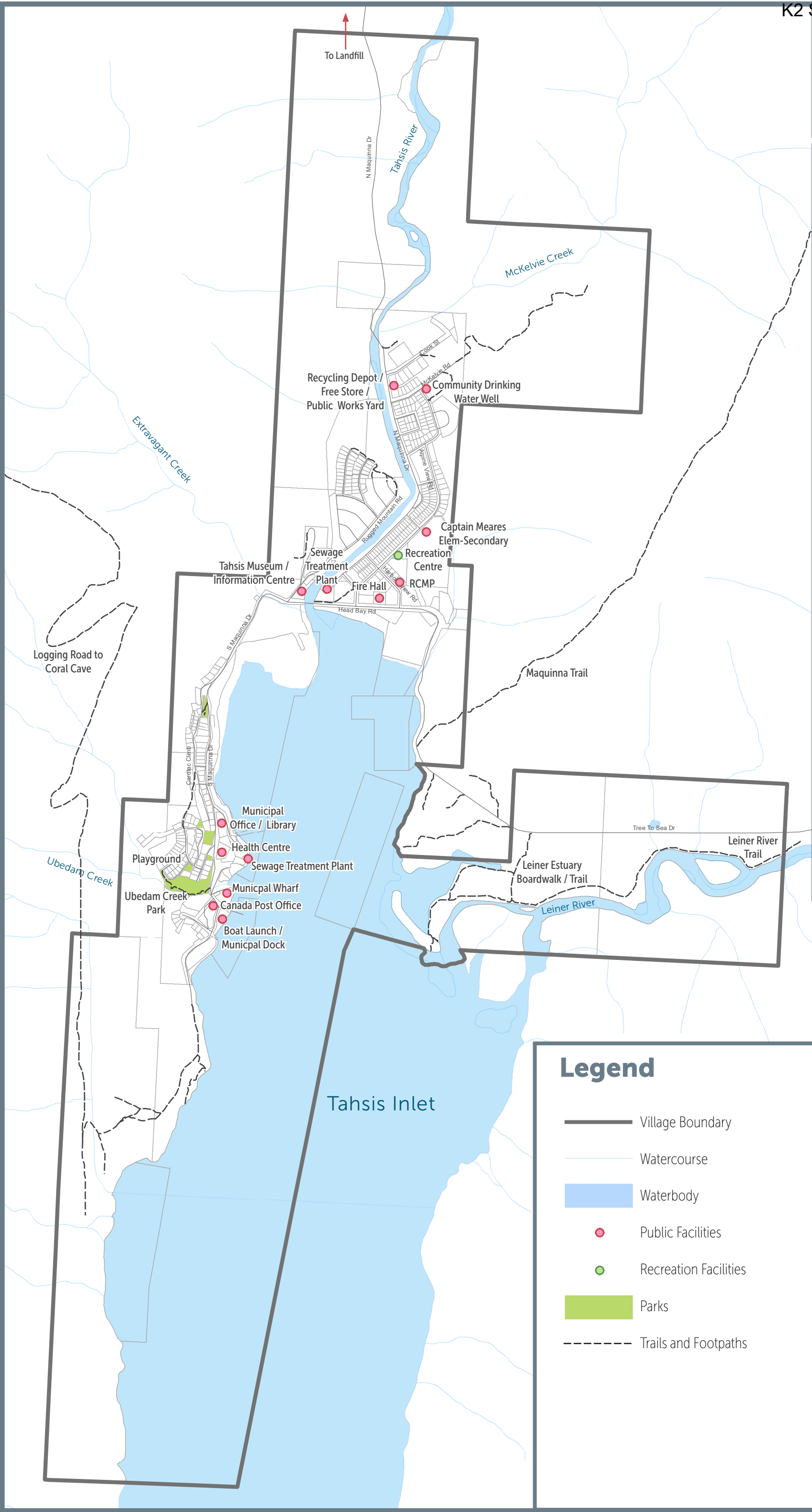
Schedule B  
Public Facilities and Parks



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Legend

- Village Boundary
- Watercourse
- Waterbody
- Public Facilities
- Recreation Facilities
- Parks
- Trails and Footpaths





Natural Environment Development Permit Area

Schedule C-1

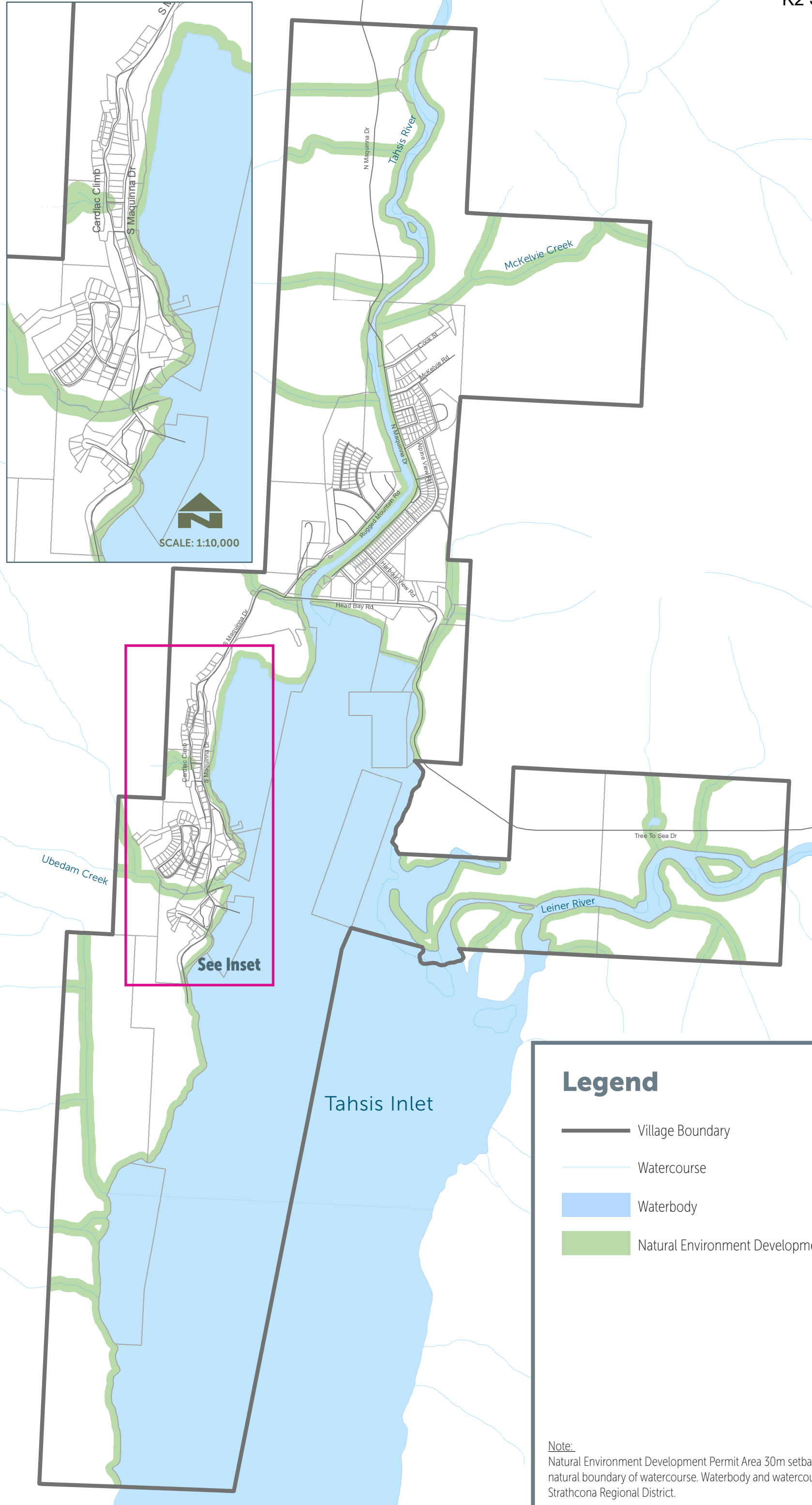


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Legend

- Village Boundary
- Watercourse
- Waterbody
- Natural Environment Development Permit Area

Note:  
Natural Environment Development Permit Area 30m setback is offset from natural boundary of watercourse. Waterbody and watercourse data obtained from Strathcona Regional District.





Schedule C-2  
Flood Hazard Development Permit Area

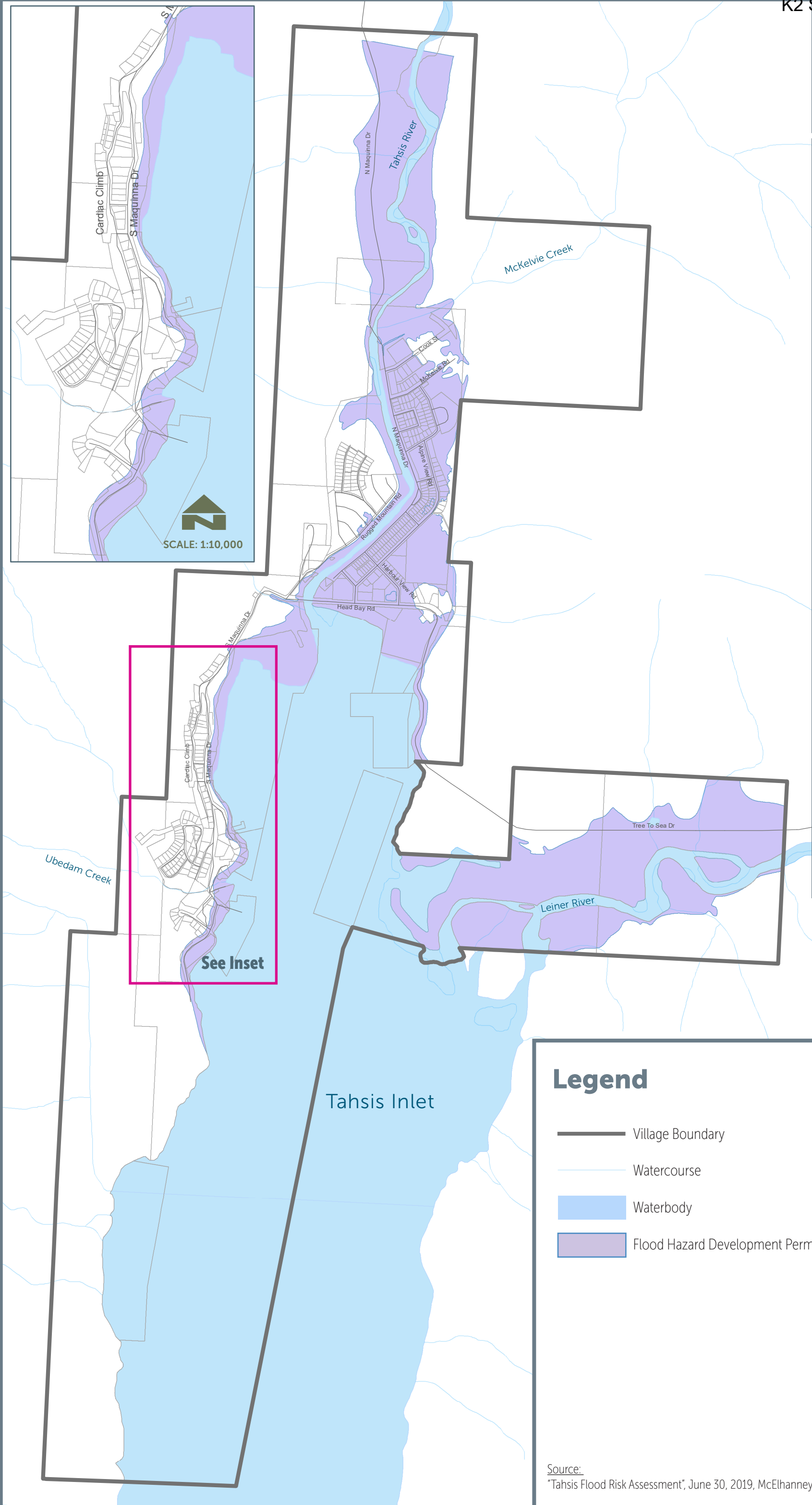
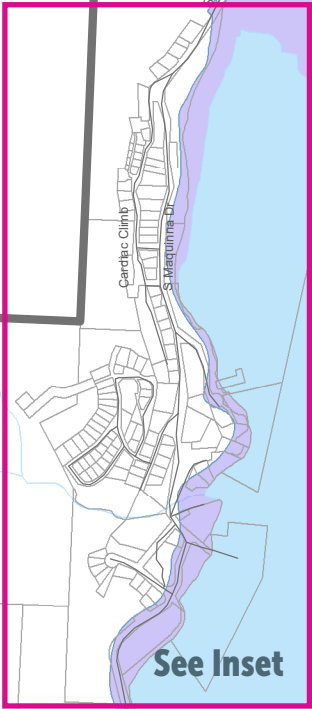
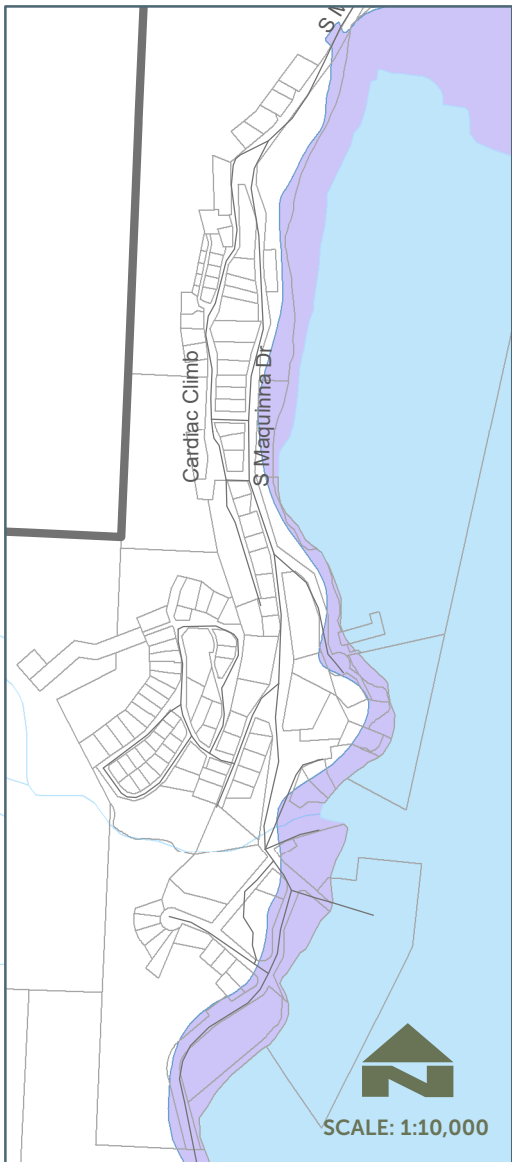


SCALE: 1:16,000

Legend

- Village Boundary
- Watercourse
- Waterbody
- Flood Hazard Development Permit Area

Source:  
"Tahsis Flood Risk Assessment", June 30, 2019, McElhanney Ltd.







Steep Slope Hazard Development Permit Area

Schedule C-3

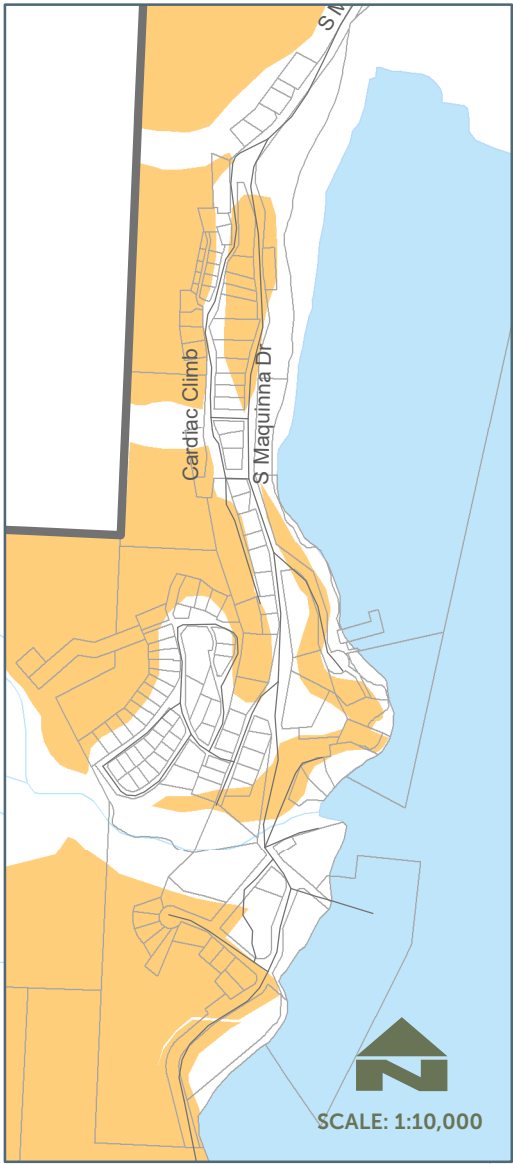


SCALE: 1:16,000

Legend

- Village Boundary
- Watercourse
- Waterbody
- Steep Slope Hazard Development Permit Area

Source:  
"Results of Hazard Land Assessment Study for the Village of Tahsis", December 1993,  
Golder Associates.



See Inset

Tahsis Inlet

Ubedam Creek

Leiner River

Tree To Sea Dr

Head Bay Rd

Rugged Mountain Rd

Harbour View Rd

McKelvie Rd

Cook St

N Maquinna Dr

Tahsis River

McKelvie Creek

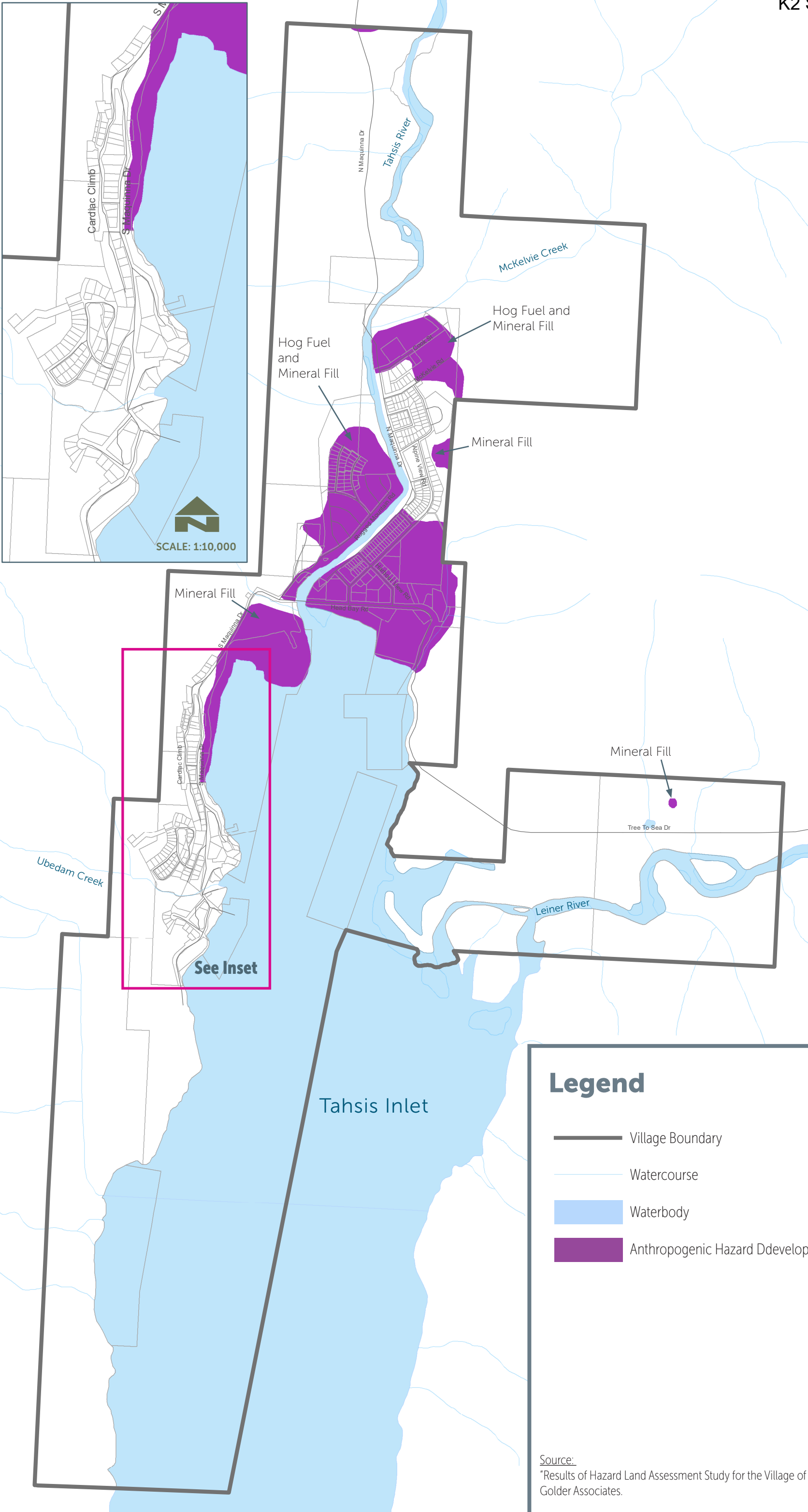


Anthropogenic Hazard Development Permit Area

Schedule C-4



SCALE: 1:16,000





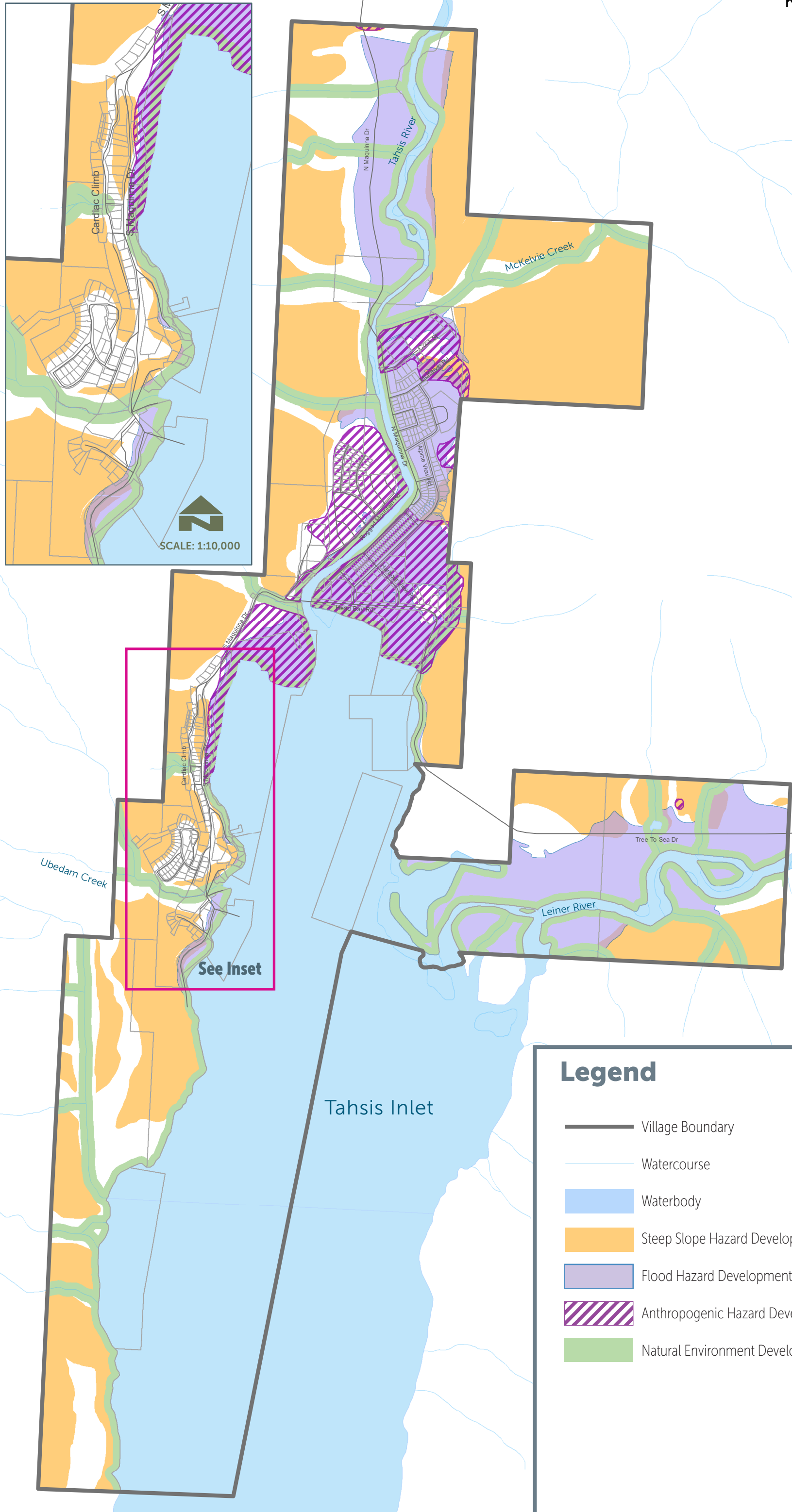
Schedule C-5  
Combined Development Permit Areas



SCALE: 1:16,000

Legend

- Village Boundary
- Watercourse
- Waterbody
- Steep Slope Hazard Development Permit Area
- Flood Hazard Development Permit Area
- Anthropogenic Hazard Development Permit Area
- Natural Environment Development Permit Area





**Janet St. Denis**

---

**Subject:** WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

**From:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Sent:** Monday, March 16, 2020 1:09 PM  
**To:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Cc:** McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>; Site Profiles ENV:EX <[siteprofiles@gov.bc.ca](mailto:siteprofiles@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hi, Mark,

Further to your question, regional operations have cancelled the 2 permits associated the sawmill and wood preservative operations at the site (see below) and, as such, they have no further reporting requirements for the site. Confirming our earlier discussions, a site profiles was submitted for the site in 2009 to acknowledge the earlier decommissioning of the WFP sawmill. Site investigation was required but no time frame for submission was imposed. At this time, we do not have evidence that the site is high-risk so we will not be imposing additional requirements (including a specific time frame for reporting on site investigation results) for the site.

Vincent Hanemayer P.Eng.  
Sr. Contaminated Sites Officer

[vincent.hanemayer@gov.bc.ca](mailto:vincent.hanemayer@gov.bc.ca)  
t: 236 468-2258  
[www.gov.bc.ca/siteremediation](http://www.gov.bc.ca/siteremediation)

**From:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Sent:** March 15, 2020 11:59 AM  
**To:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>; McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hello Vince and Alan.

Would you kindly reply to my March 4<sup>th</sup> email below as to what action, if any, the Ministry intends to take regarding the outstanding requirement for a site investigation.

With thanks.

Mark

Mark Tatchell  
Chief Administrative Officer

Village of Tahsis  
 (250)934-6344 (office)  
 (778)966-1012 (mobile)

*We acknowledge and respect that we live, work and play on the territory of the Mowachaht/Muchalaht First Nation*

**From:** Mark Tatchell  
**Sent:** Wednesday, March 4, 2020 12:48 PM  
**To:** 'Hanemayer, Vincent C ENV:EX' <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Cc:** McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Thanks Vince. Appreciate the update.

Allan McCammon's December 4<sup>th</sup> email states in part:

"Once we receive those records and have a chance to go through them, we will give further consideration to the outstanding requirement for site investigation."

Now that records have been retrieved and reviewed, has the Ministry given further consideration to the outstanding requirement for site investigation? If so, has the Ministry reached a determination regarding the outstanding requirement for site investigation?

Mark

Mark Tatchell  
 Chief Administrative Officer  
 Village of Tahsis  
 (250)934-6344 (office)  
 (778)966-1012 (mobile)

*We acknowledge and respect that we live, work and play on the territory of the Mowachaht/Muchalaht First Nation*

**From:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Sent:** Tuesday, March 3, 2020 10:57 AM  
**To:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hi, Mark,

I received 2 permit files from Regional Operations at ENV. The permits were related to WFP's, or their precursors, operations in Tahsis. The first permit (PS-13068) authorized sludge storage at the mill site and the second permit (PR-11299) authorized wood waste disposal from the mill. The permits were cancelled in 2008 and 2015 respectively. There are no outstanding monitoring requirements associated with either permit.

If you have any additional questions about either of these permits, please contact Nicole McKechnie with the Regional Operations Branch.

Vincent Hanemayer P.Eng.  
Sr. Contaminated Sites Officer

[vincent.hanemayer@gov.bc.ca](mailto:vincent.hanemayer@gov.bc.ca)  
t: 236 468-2258  
[www.gov.bc.ca/siteremediation](http://www.gov.bc.ca/siteremediation)

**From:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Sent:** March 2, 2020 4:13 PM  
**To:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Subject:** Re: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hi Vince,

Could you please provide an update based on your review of regional operational files? Are there any outstanding requirements at the site?

Thank you.

Mark

Mark Tatchell

CAO

Village of Tahsis

**From:** Mark Tatchell  
**Sent:** January 22, 2020 11:47:02 AM  
**To:** Hanemayer, Vincent C ENV:EX  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Ok, thanks Vince. We'll wait to hear from you.

**From:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Sent:** Wednesday, January 22, 2020 11:46 AM  
**To:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hi, Mark,

What I am looking for is whether there are any outstanding requirements at the site. Based on my previous review of Land Remediation related issues (i.e. outstanding submission requirements associated with the previous site profile decision), there were no dates set for the submission of that information and likely not impetus to require that information now. So I want to see what the files from regional operations (ENV) tell us.

Vince

**From:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Sent:** January 22, 2020 11:38 AM  
**To:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Thanks Vince. What are the next steps after you receive the permit files?

Mark

**From:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Sent:** Wednesday, January 22, 2020 11:08 AM  
**To:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hi, Mark,

I have spoken with Nicole and she will have the permit files sent to our office shortly. I will let you know when I have received the information from our Nanaimo office.

Vince

**From:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Sent:** January 20, 2020 8:35 AM  
**To:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>; McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>  
**Cc:** McCormick, Colleen M CITZ:EX <[Colleen.McCormick@gov.bc.ca](mailto:Colleen.McCormick@gov.bc.ca)>; Stone, Lynne TRAN:EX <[Lynne.Stone@gov.bc.ca](mailto:Lynne.Stone@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Thank you Vince.

I would appreciate an update after you speak with Ms. McKechnie today.

Mark

**From:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>  
**Sent:** Monday, January 20, 2020 8:21 AM  
**To:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>; McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>  
**Cc:** McCormick, Colleen M CITZ:EX <[Colleen.McCormick@gov.bc.ca](mailto:Colleen.McCormick@gov.bc.ca)>; Stone, Lynne TRAN:EX <[Lynne.Stone@gov.bc.ca](mailto:Lynne.Stone@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hi, Mark,

I received a response from regional operations at ENV in Nanaimo. They are trying to track down additional files they have for permits issued for the site. I will be contacting Nicole McKechnie later today to pursue this matter.

Vince

Vincent Hanemayer P.Eng.  
 Sr. Contaminated Sites Officer

[vincent.hanemayer@gov.bc.ca](mailto:vincent.hanemayer@gov.bc.ca)  
 t: 236 468-2258  
[www.gov.bc.ca/siteremediation](http://www.gov.bc.ca/siteremediation)

**From:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Sent:** January 20, 2020 8:10 AM  
**To:** McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>  
**Cc:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>; McCormick, Colleen M CITZ:EX <[Colleen.McCormick@gov.bc.ca](mailto:Colleen.McCormick@gov.bc.ca)>; Stone, Lynne TRAN:EX <[Lynne.Stone@gov.bc.ca](mailto:Lynne.Stone@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Good morning Alan,

I am writing to follow up on your December 4<sup>th</sup> email.

Have you been able to retrieve the additional file records from off-site storage and conduct whatever review you have deemed necessary?

I would welcome an update on the Ministry's plans for addressing this 20 year old site investigation.

With thanks,

Mark Tatchell  
 Chief Administrative Officer  
 Village of Tahsis  
 (250)934-6344 (office)  
 (778)966-1012 (mobile)

*We acknowledge and respect that we live, work and play on the territory of the Mowachaht/Muchalaht First Nation*

**From:** McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>  
**Sent:** Wednesday, December 4, 2019 12:49 PM  
**To:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Cc:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>; McCormick, Colleen M CITZ:EX <[Colleen.McCormick@gov.bc.ca](mailto:Colleen.McCormick@gov.bc.ca)>; Stone, Lynne TRAN:EX <[Lynne.Stone@gov.bc.ca](mailto:Lynne.Stone@gov.bc.ca)>  
**Subject:** RE: WFP's contaminated former hemlock mill site (Tahsis) (26250-20/11975)

Hi Mark, it was a pleasure speaking with you on Monday.

I've subsequently had an initial internal meeting with our site profile group and we are proceeding to retrieve (from offsite storage) some additional file records for the property of interest.

Once we receive those records and have a chance to go through them, we will give further consideration to the outstanding requirement for site investigation.

Regards,  
 Alan

**Alan W. McCammon**, MSc PGeo | Manager, Remediation Assurance & Brownfields | Land Remediation | **Ministry of Environment and Climate Change Strategy** | 200 - 10470 152nd Street, Surrey BC V3R 0Y3 Canada | (236) 468-2238 | [www.gov.bc.ca/siteremediation](http://www.gov.bc.ca/siteremediation)

**From:** Mark Tatchell <[MTatchell@villageoftahsis.com](mailto:MTatchell@villageoftahsis.com)>  
**Sent:** December 3, 2019 8:56 AM  
**To:** McCammon, Alan W ENV:EX <[Alan.Mccammon@gov.bc.ca](mailto:Alan.Mccammon@gov.bc.ca)>  
**Cc:** Hanemayer, Vincent C ENV:EX <[Vincent.Hanemayer@gov.bc.ca](mailto:Vincent.Hanemayer@gov.bc.ca)>; McCormick, Colleen M CITZ:EX <[Colleen.McCormick@gov.bc.ca](mailto:Colleen.McCormick@gov.bc.ca)>; Stone, Lynne TRAN:EX <[Lynne.Stone@gov.bc.ca](mailto:Lynne.Stone@gov.bc.ca)>  
**Subject:** WFP's contaminated former hemlock mill site (Tahsis)

Hi Alan,

Thanks for your call yesterday.

As you likely gleaned from our discussion, there is a high degree of frustration by Mayor and Council and local residents about the lack of information sharing by Western Forest Products (WFP) regarding its site investigation/remediation and, by extension, the absence of any effort by WFP to improve the site. As you are aware this site has sat dormant for 20 years.

In the meeting with Minister Heyman at UBCM, he questioned why the site investigation did not have a deadline. In our call yesterday, you indicated that this was not uncommon for older contaminated sites but noted that in more recent years,

attaching a deadline would be appropriate. Clearly, there is a strong desire by this community and Council to complete the site investigation and have the site investigation information publicly available.

In the broader context, this site is a substantial barrier to promoting tourism and related economic development as it consumes much of the foreshore and upland adjacent to the Tahsis Inlet. As a local government, the Village has no legal or policy tools available to address this issue. The expectation is that the provincial government would exercise its authorities and influence to affect the change necessary to improve the quality of life and economic opportunity for this community.

You can find the property in question at the parcel map linked below. The PID is 006-894-607.

<https://strathconard.maps.arcgis.com/apps/webappviewer/index.html?id=60b37c864efa4168b0032c9fd73bdd19>

We look forward to hearing from you.

Mark Tatchell  
Chief Administrative Officer  
Village of Tahsis  
(250)934-6344

From: [Charles St-Denis](#)  
 To: [Janet St-Denis](#)  
 Subject: Fwd: EOC CENSORSHIP OF PERSONAL EXPRESSION  
 Date: March 30, 2020 2:26:46 PM

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To Mayor Davis and Council of Tahsis,

As most of you know, I am a 25 year veteran of the Canadian Forces, having served in defense of Canada and the social values we hold most dear. Having spent this time defending such that is dear to us, I feel that I have now earned the right to the same freedoms guaranteed to all of us. The Supreme Court of Canada has even extended these rights to all who enter our borders. I will not allow such rights to be trampled upon.

The freedom of speech is guaranteed under The Canadian Constitution. I understand that the EOC will present the formal voice of the Village of Tahsis during this COVID 19 Pandemic. However, the Village does not own the internet, nor any platforms used for social media. At best the Village can lay claim to a few web pages on Facebook as their own to control. My personal page, and others such as Tahsis Now, Tahsis British Columbia, Tahsis Buy Sell Trade are but a few outside the sphere of the Village control. The web page Tahsis Emergency Response was created outside the village by Graham Bosecker, but then he was the village EPC at that time. The administration of this page was also transferred to our Fire Chief and myself. To date I have posted emergency related items with no issue.

The present COVID 19 Pandemic is a declared emergency by The Governments of Canada and British Columbia and therefore are reasonable to expect that related posting should be of interest in educating the general population of Tahsis. I have closely followed the issues relating to the epidemic that occurred in Wuhan, Hubei China and subsequently in Iran and Italy. The situation has grown further in concern as the virus has spread on all continents but Antarctica and known cases approach 600,000. I take my responsibility of informing the public very seriously. Below is a copy of the text sent this afternoon by Mark. What I object to is a restriction on my social media posting, which is clearly a violation of my constitutional rights to free speech. (specifically: "for now at least, all other staff and EOC section heads should refrain from posting COVID-19 information on social media")

I refuse to surrender my rights and will not work under this restrictive regime. If this decision is not reversed I will have no choice to resign from the positions of ESSD and EPC. I regret having to do this during this state of emergency but I will not surrender the right to express myself. The Village controls only it's own web pages and not the persons living within the village.

As a timeline I first indicated to Mark this no go zone on 15 March 2020. I advised Mark Tatchell that I would guard my freedom of expression and would continue to post on social media. There may be some preconception that the stipends makes me an employee of the village. I can assure you that the hours I put in to the ESSD and EPC would make the stipend below minimum wage. I frequently attend meetings and other without compensation, this includes a supply run last Friday 20 March to collect needed PPE. My efforts found a supply of Tyvek suits much needed for Public Works to work safely in the **sewage** plant. As this stipend falsely leads to a belief that I am an employee, I direct that this funding stop immediately. My rights are not up for sale and **certainly** not for this meager amount. It actually has proven to be an issue a tax time, as the last few years did not have any taxes removed during payment. My giving up the stipend will be my contribution to helping the village balance its budget.

I hope the council will discuss this issue at it's next meeting and determine the way ahead. I eagerly await your decision and will be ready to formerly submit my resignation. Be assured should my resignation become formally accepted I will continue to post to social media. I shall not be muzzled!

Charles St-Denis  
 Emergency Support Services Director / Emergency Planning Coordinator  
 Captain (retired)

Follow up with Mayor Davis

Inbox



Mark Tatchell

3:14 PM (4 hours ago)



to me, Deb, Fire, Sarah, Shaun



Summary of my conversation with the Mayor this afternoon:

- Communicated the EOC's **free store** decision. No issues from the Mayor. Advised that we would post notices directing people to follow social distancing and public service notices about COVID-19. Will follow up with him on Tuesday. Action: **Chief** – please ensure that Erv knows to have staff spend more time monitoring and cleaning the Free Store tomorrow and Monday. **Sarah** – could you please prepare a public notice asking people who attend the Free Store to maintain the social distance. Send to Chief Dionne when finished.
- We will place **public service notices** at the Post Office and the Free Store.
- **Social Media** – the Mayor will write his COVID -19 social media posts which I will review before he posts. I will take responsibility for ensuring the accuracy of the posts. The



Mayor will be the Village's spokesperson on COVID-19 so, for now at least, all other staff and EOC section heads should refrain from posting COVID-19 information on social media. The EOC structure calls for one spokesperson. If there is COVID-19 information which anyone believes should be posted, please send it to me and I will run it past the Mayor so that he may choose to post it. The goal is to establish one Village source of COVID-19 information and to ensure that the information shared publicly is accurate and consistent. We can re-visit this at any of our EOC semi-weekly calls.

- The Mayor believes that stronger protocols should be adopted or expressed, such as anyone visiting Tahsis from out of town should self-isolate for 14 days. However, he acknowledges this is neither Provincial nor Village policy and is unenforceable. It is his opinion, though.

**OFFICE OF THE MAYOR**

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9  
p: 250.561.7600 | [www.princegeorge.ca](http://www.princegeorge.ca)

March 24, 2020

*Via email*

Dear Mayor and Council:

At the City of Prince George regular Council meeting held March 9, 2020, Council endorsed the following resolution titled **Sharing Payments from Opioid Class Action Lawsuit** for submission to the Union of BC Municipalities (UBCM) for consideration at their annual convention this year.

**Sharing Payments from Opioid Class Action Lawsuit**

*WHEREAS* under the Opioid Damages and Health Care Costs Recovery Act (the “Act”) the provincial government may sue a manufacturer or wholesaler of an opioid product to recover the costs of health care benefits on an aggregate basis, for a population of persons who have suffered damage caused or contributed to by the use of or exposure to an opioid product;

*AND WHEREAS* pursuant to the Act and other legislation, the provincial government has launched a class action lawsuit on behalf of all federal, provincial and territorial governments to recover the costs of health care benefits from manufacturers and wholesalers of opioid products, whose marketing practices have had devastating impacts on the lives of thousands of British Columbians;

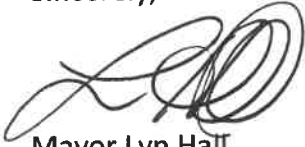
*AND WHEREAS* the definition of “health care benefits” under the Act includes “other expenditures by the government, made directly or through one or more agents or other intermediate bodies, for programs, services, benefits or similar matters associated with disease, injury or illness” and local governments have faced substantial “health care benefits” costs due to the opioid crisis;

*THEREFORE BE IT RESOLVED* that UBCM advocate to the provincial government to share any recovery of damages from the class action lawsuit with local governments, to further enable local governments to continue offering services and support programs that aim to reduce harm and stigma, address the root causes of the opioid crisis, and support people struggling with mental health and addiction.

On behalf of Prince George Council, I am requesting your favourable consideration and support for this resolution should it be accepted for debate at the 2020 Annual Convention of UBCM.

If you have any questions or would like more information please feel free to contact my office at [Mayoradmin@princegeorge.ca](mailto:Mayoradmin@princegeorge.ca) or 250-561-7609.

Sincerely,

A handwritten signature in black ink, appearing to be 'Lyn Hall', with a stylized, cursive script.

Mayor Lyn Hall

c.  
North Central Local Government Association (NCLGA)  
The Union of British Columbia Municipalities (UBCM) Annual Convention  
British Columbia Municipalities and Regional Districts  
Shirley Bond, MLA  
Mike Morris, MLA