



Minutes

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

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 suggestion 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 our 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

A handwritten signature in black ink, consisting of a large, sweeping loop that starts on the left, goes up and over, then down and across to the right.

Chief Administrative Officer



Minutes

Village of Tahsis

Meeting	Committee of the Whole
Date	Tuesday March 3, 2020
Time	3:00 p.m.
Place	Municipal Hall - Council Chambers

Present

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

Staff

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

Public

1 member of the public

Call to Order

Mayor Davis called the meeting to order at 3:00 p.m.
 Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory

Introduction of Late Items

Report on meeting with WFP staff on February 28, 2020

Approval of the Agenda

Llewellyn : COW 020/2020

THAT the Agenda for the March 3, 2020 Committee of the Whole meeting be adopted as amended.

CARRIED

New Business 1 Zoning Bylaw Briefing

Llewellyn : COW 021/2020

THAT this presentation be received.

CARRIED

Staff to revise Table of Concordance based on Council feedback. Information from other municipalities on urban agriculture, temporary use permits and community care facilities to be provided to Council. Staff to proceed with incorporating Council direction on temporary buildings and recreational vehicles in draft Zoning Bylaw.

**Business
Arising**

1 Coast Guard request to conduct assessment work on the Village's licence of occupation and property.

Llewellyn : COW 022/2020

THAT this email be received.

CARRIED

Fowler : COW 023/2020

THAT Council approve the Coast Guard's request to conduct geo-technical and environmental assessments on the Village's licence of occupation (Licence No. 112553) and upland property.

CARRIED

2 Report on meeting with WFP staff on February 28, 2020

Llewellyn: COW 24/2020

THAT this verbal report be received.

CARRIED

Mayor Davis summarized the meeting with WFP staff regarding the Tahsis Landscape Unit. The Mayor described his input to WFP with respect to areas of concern in the Tahsis area and noted the legal changes to Marbled Murrelet protection

Council agreed for Mayor Davis and CAO Mark Tatchell to meet with WFP staff on March 20th in Campbell River, with the subsequent meeting to be held in Tahsis with all of Council.

Adjournment

Llewellyn: COW 025/2020

THAT the meeting adjourn at 6:17 p.m.

CARRIED

Certified correct this
17th Day of March, 2020

Corporate Officer



Minutes

<u>Meeting</u>	Regular Council
<u>Date</u>	March 3, 2020
<u>Time</u>	7:00 PM
<u>Place</u>	Municipal Hall - Council Chambers

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

Staff Mark Tatchell, Chief Administrative Officer
 Deb Bodnar, CPA, CMA, Director of Finance
 Janet StDenis, Finance and Corporate Services Manager

Public 3 members 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

Inauguration

Mark Tatchell, Chief Administrative Officer and Corporate Officer, swore in the newly elected Councillor Cheryl Northcott. Councillor Elect Cheryl Northcott recited the Oath of Office and proceeded to take her place at the Council table.

B. Introduction of Late Items and Agenda Changes

None.

C. Approval of the Agenda

Fowler/Elder: VOT 0104/2020

THAT the Agenda for the March 3, 2020 Regular Council meeting be adopted as presented.

CARRIED

D. Petitions and Delegations

None.

E. Public Input # 1

None.

F. Adoption of the Minutes

1 Committee of the Whole February 18, 2020

Llewellyn/Fowler: VOT 0105/2020

THAT the Committee of the Whole meeting minutes of February 18, 2020 be adopted as presented.

CARRIED

2 Committee of the Whole February 18, 2020 (Budget)

Llewellyn/Fowler: VOT 0106/2020

THAT the Committee of the Whole meeting minutes of February 18, 2020 be adopted as presented.

CARRIED

3 Minutes of the Regular Council Meeting held on February 18, 2020.

Fowler/Llewellyn: VOT 0107/2020

THAT the Regular Council meeting minutes of February 18, 2020 be adopted as presented.

CARRIED

G. Rise and Report

None.

H. Business Arising

1 2020 Association of Vancouver Island and Coastal Communities (AVICC) Convention

Llewellyn/Fowler: VOT 0108/2020

THAT Council consider delegate selection for the 2020 AVICC Convention.

CARRIED

Fowler/Elder: VOT 0109/2020

THAT Mayor Davis and Councillor Northcott attend the 2020 AVICC Convention.

CARRIED

2 Investing in Canada Infrastructure Program: Green Infrastructure - Environmental Quality Sub-Stream

The CAO spoke to this item.

Llewellyn/Fowler: VOT 0110/2020

THAT Council rescind resolution 070/2020 passed by Council at the February 4th Council meeting.

CARRIED

Fowler/Llewellyn: VOT 0111/2020

THAT Council direct staff to apply to the Investing in Canada Infrastructure Program, Environmental Quality Component for the Tahsis Wastewater Treatment Reconfiguration and Upgrade Project; **AND THAT** the Accumulated Surplus Unrestricted Funds (current balance - \$1,023,628) be confirmed as the funding source for the municipality's share; **AND FINALLY THAT** staff be directed to include the project in the 2020-2024 Financial Plan.

CARRIED

3 Village of Tahsis Library Site- Preparation Statement

A brief discussion followed.

Fowler/Llewellyn: VOT 0112/2020

THAT this information be received.

CARRIED

4 Presentation of the Village of Tahsis 2020-2024 Financial Plan

The Director of Finance took the opportunity to explain the Community Charter requirements to have public consultation in developing the financial plan. She reviewed how Council's strategic priorities and budget consideration were taken into account.

The Director of Finance described the operating revenue and expenditure budget for 2020 by program area and source of revenue.

Presentation of the 2020-2024 Capital plan followed highlighting the capital projects. A question and answer period followed.

Fowler/Elder: VOT 0113/2020

THAT this presentation be received.

CARRIED

Fowler/Llewellyn: VOT 0114/2020

THAT public discussion be permitted.

CARRIED

J. Council Reports

Mayor Davis (written report)

Since our last council meeting, I have attended the Strathcona Regional District Board meeting, chaired the First Nations Relations Committee meeting of the SRD, and the Comox-Strathcona Regional Health Board meeting. At the latter, I advocated for help with establishing a senior's assisted living home in Tahsis. We are exploring options, which could range from an extension to the clinic, a stand-alone home or just enhancing home care for seniors who want to remain in their homes when possible.

I also attended two presentations of Geoscience BC, one for the SRD Board and one for the public. They were presenting maps and results from last summer's helicopter survey of the north island. They used magnetometers and gamma ray spectrometers to create a map indicating areas of possible mineral potentials. Within 20 minutes of the map's release, a flurry of staking activity happened online, including an area northeast of Zeballos known historically as a gold mining area. Thirty-five new claims were staked, covering 113 square kilometres. One of the target metals is copper, which is common on the Island and rising in demand due to its use in our transition to electric vehicles.

I participated in an Outdoor Recreational Vehicle conference call with municipalities around BC, Ministry of Forest, Lands and National Resource Operations and ORV enthusiasts. The aim is to simplify permitting for crossing various jurisdictions across BC in order to boost ORV tourism. Another discussion was regarding the North Island 1000, a circle tour route that will involve our Community Unity Trail to Zeballos.

We just had our Tahsis Heritage Society AGM, of which I am president. Discussed were printing more posters of our Tahsis history board, printing more archival photos for museum displays, proposed heritage status for Pete's Farm and renovating the Tahsis welcome sign at the entry to town. It has been suggested that the inaccurate 'Birthplace of BC' logo be replaced by 'Gateway to History' which also reflects the meaning of the name Tahsis, which is loosely translated as 'gateway'.

I also attended a meeting at Captain Meares school where the community could have input into future directions and priorities for the school.

Last Friday, I attended a meeting with Western Forest Products reps to discuss wildlife management in regard to forestry, the coming provincial order to protect more endangered Marbled Murrelet habitat (almost 800 hectares of old growth will be set aside in the Tahsis Landscape Unit), and future logging plans for the Tahsis region. Attending were Paul Kutz (senior operations planner), John Deal (senior biologist), Mark Tatchell (Tahsis CAO) and myself. At the meeting I reiterated our opposition to logging McKelvie or the ridge above town, our intention to create a community forest around town including the Tahsis River watershed in conjunction with the Mowachaht Muchalat First Nations, and I identified some other karst sites of particular sensitivity in the region that may fall under their logging plans. They indicated their interest in publicizing the creation of the Thanksgiving Ridge Wildlife Habitat Area as a WFP 'good news story' and I indicated my willingness to participate, as I was the lead proponent of this WHA. We will be meeting again in three weeks.

Councillor Elder

No report.

Councillor Fowler (written report)

Below I have included two emails to be added to my report to council for March 3 regular scheduled meeting. The first is a survey distributed by FCM WEST that I completed. The second is an expression of interest I submitted to the FCM GMF Council's call for a municipal representative.

Alternatively I have been to WFP in Gold River last week to represent the Village of Tahsis Council at the NSWS meeting. Mike Davis, a WFP forester, delivered a similar TSR presentation that we received last year, with specific focus on riparian treatment and river classifications.

Personally my family and I have had a chance to enjoy the rainbow weather on Saturday at the children's hub sponsored Family Nature Club pizza party to kick off the six events hosted locally in Tahsis for young children together with their caregivers.

Sincere respect

Submitted respectfully,
Councillor Fowler

J1 FCM West Survey

J2 Expression of Interest submitted to the FCM GMF

Councillor Llewellyn (written)

Since our last meeting I have attended a meeting of the Table of Partners, SRD Health Network, where we looked at the accomplishments since this group's inception. They have mostly worked on homeless and housing in Campbell River but feel that is under control and will be looking more at rural and remote communities.

I also attended the VIRL Executive meeting in Nanaimo.

Plus I attended the Literacy Society meeting here in Tahsis.

This Sunday March 8 is the AGM for Tahsis Community Garden Society at 2-4pm at the Seniors Centre. All are welcome and there will be a Seedy Sunday to follow the brief meeting where you could get some seeds that are acclimatized to Tahsis weather.

Councillor Northcott (written report)

First of all, I want to thank everyone who voted in this by-election. By-elections have a tendency for low voter turnout, but not Tahsis.

In the 2018 general local election, we had the highest voter turnout in the province with 224 out of an estimated 248 eligible voters. That's ninety percent.

In this by-election, 112 votes were cast. That works out to exactly fifty percent of the votes cast in 2018 and forty-five percent of estimated eligible voters. A higher turnout than the majority of municipalities in the 2018 election. I think that's pretty impressive.

I'd like to thank village staff for all their hard work with this by-election.

I very much look forward to working with this council and staff in the continuing effort to make Tahsis the best it can be.

Fowler/Llewellyn: VOT 0115/2020

THAT the Council Reports be received.

CARRIED

K. Bylaws

Village of Tahsis Official Community Plan Bylaw No. 623, 2020

First Reading

Fowler/Llewellyn: VOT 0116/2020

THAT WHEREAS the Village of Tahsis has consulted with the Strathcona Regional District, the Mowachaht/Muchalaht First Nation, Vancouver Island Health Authority and School District #84 (West Vancouver Island) during the development of the 2020 Official Community Plan;

AND WHEREAS s. 475 of the Local Government Act stipulates that the local government must consider whether consultation is also required with:

·The board of any regional district that is adjacent to the area covered by the plan;

·The council of any municipality that is adjacent to the area covered by the plan;

·Greater boards and improvement district boards; and

·The provincial and federal government and their agencies

THEREFORE, BE IT RESOLVED THAT the Village of Tahsis not consult with the organizations and authorities listed above in developing the 2020 Official Community Plan.

CARRIED

Fowler/Llewellyn: VOT 0117/2020

THAT the Village of Tahsis Official Community Plan Bylaw No. 623, 2020 be received for consideration.

CARRIED

Fowler/Llewellyn: VOT 0118/2020

THAT the Village of Tahsis Official Community Plan Bylaw No. 623, 2020 receive a first reading on this the 3rd day of March 2020.

CARRIED

L. Correspondence

1 Mayor Rob Vagramov, City of Port Moody letter Re: Universal Public National Pharmacare Program

Llewellyn/Fowler: VOT 0119/2020

THAT this correspondence item be received.

CARRIED

Elder/Fowler: VOT 0120/2020

THAT correspondence item 1 be pulled for discussion.

CARRIED

L1 Mayor Rob Vagramov, City of Port Moody letter Re: Universal Public National Pharmacare Program

A brief discussion followed.

Elder/Fowler: VOT 0121/2020

THAT a letter of support in favour of a National Pharmacare Program be sent to the Hon. Patty Hajdu, Minister of Health.

CARRIED

M. New Business

1 Tahsis 2020 Municipal By-Election Results and Ballot Accounts

Fowler/Llewellyn: VOT 0122/2020

THAT this Report to Council be received.

CARRIED

Fowler/Llewellyn: VOT 0123/2020

THAT this Report to Council be approved

CARRIED

2 Staff Report Re: Tangible Capital Asset Policy

The Director of Finance provided an overview of the Capital Asset Policy.

Llewellyn/Elder: VOT 0124/2020

THAT this draft Tangible Capital Asset Policy be received.

CARRIED

Fowler/Elder: VOT 0125/2020

THAT the Tangible Capital Asset Policy be approved.

CARRIED

3 Tahsis Evacuation Plan Report

A brief discussion followed.

Fowler/Elder : VOT 0126/2020

THAT the Tahsis Evacuation Plan Report be received.

CARRIED

Fowler/Elder : VOT 0127/2020

THAT the Tahsis Evacuation Plan Report be approved.

CARRIED

4 Mayor Davis Notice of Motion Re: The Creation of a Village of Tahsis Heritage Registry

At the February 4, 2020 Regular Council meeting Mayor Davis gave notice of a motion to be brought forward at the next Regular Council meeting to direct staff to provide Council with a report on the creation of a heritage registry for the Village of Tahsis.

Llewellyn/Elder: VOT 0128/2020

THAT this motion be received and considered.

CARRIED

Mayor/Fowler: VOT 0129/2020

THAT Staff be directed to prepare and submit a report on establishing a heritage registry for Tahsis

CARRIED

- 5 Councillor Llewellyn's Notice of Resolution: Re: Village planter boxes**
At the February 4, 2020 Regular Council meeting Councillor Llewellyn gave notice of a resolution to be brought forward at the next Regular Council regarding the Village's planter boxes.

Fowler/Elder: VOT 0130/2020

THAT this motion be received and considered.

CARRIED

Llewellyn/Elder: VOT 0131/2020

THAT Staff develop and implement a "planter box adoption" program to encourage local residents to "adopt" a municipal planter box.

CARRIED

N. Public Input #2

A member of the Tahsis Heritage Society noted that M4 should read "Heritage Registry" not "Heritage Directory".

Adjournment

Fowler/Elder: VOT 0132/2020

THAT the meeting be adjourned at 8:18 p.m.

CARRIED

Certified Correct this

17 Day of March 2020

Chief Administrative Officer

Janet St. Denis

Subject: FW: March 3 fowler report. Expression of Interest – Municipal 2020

Hello Sarah Maria,

We are reaching out to you on behalf of FCM (Federation of Canadian Municipalities) and their WEST (Western Economic Solutions Taskforce) Initiative. We are seeking your input in a short online consultation. **We want to hear from municipal leaders across Canada.**

As municipal leaders you are uniquely positioned to provide FCM with insights about the economic and social conditions facing your community and broader region, and we are interested in what you have to say.

The results of the consultation will only be reported in aggregate and your responses will not be attributed to you, nor will your personal contact information be shared or used for purposes other than this consultation.

The online consultation should take approximately 12 minutes to complete.

The consultation will close on February 26th, 2020.

Should you have any questions about the consultation process please reach out to: oksana@abacusdata.ca.

If you would like to participate please click on the link below.

[Click Here to Start the Survey](#)

Thank you,

Abacus Data

----- Forwarded message -----

From: Sarah Fowler <sarahfowlertahsis@gmail.com>
Date: Fri., Feb. 28, 2020, 10:22 p.m.
Subject: Fwd: Expression of Interest – Municipal 2020
To: sarah fowler <farneveryfoot@gmail.com>

Janet St. Denis

From: Sarah Fowler <sarahfowlertahsis@gmail.com>
Sent: March 4, 2020 9:26 AM
To: women@fcm.ca
Cc: councillor Llewellyn; Sarah Fowler; Janet St. Denis; Sarah Greer; Nathalie Chambers; sierra mcgerrigle
Subject: My story for women's day
Categories: Red Category

Fowler, my name is Sarah Fowler. I was municipality elected in 2018 and currently serving the council for the village of Tahsis as deputy mayor. I am involved in my community in many endeavours. Outside of my work for Council on the Nootka Sound Watershed Society(NSWS), the Uniting four Communities Trail society(U4C) and the Tahsis age-friendly action committee (TaaC) I'm also an artist.

As the curator of annual anthology I delivered a talk called Creative leadership at the 2019 Decoda Literacy Forum held in november at the Richmond Raddison. This experience provided me with the feedback and inspiration to submit an installation to a festival in Great Britain that is uniquely designed for caregiver creatives. I expect that my rural circumstances of parenting in the relatively isolated wilderness of western Vancouver island will be a welcome contrast to the urban experiences of the London local art mom's. The main takeaway, no matter where you live is that, to mother is a verb. In that way it is not unlike my experiences in serving municipal office as it often requires motions and making do with less than optimal options.

Sincere respect
Smf
Sarah Fowler

Subject: Expression of Interest – Municipal 2020

To: <sfowler@villageoftahsis.com>

Expression of Interest – Municipal 2020

Name * Sarah Fowler

Address * 
 1162 Discovery crescent postal box 122
 Tahsis V0P 1X0
 Canada

Phone Number * (250) 934-7713

Email * sfowler@villageoftahsis.com

Email 2 sarahfowlertahsis@gmail.com

Preferred official language * English

Oral * Beginner

Comprehension * Beginner

College/University Carleton University
1

Diploma/Degree: Canada Studies and Business English

Current position: Municipal Councillor

Tell us about your governance experience, including number of years on an advisory council or other board experience, and your idea of what "good governance" entails: *

Transparency is essential. As a teenager I was the president of the association of student governments, an umbrella organization for all the high school's in the Elgin, London, Middlesex, Oxford school board area of Ontario. Later, when I was in post secondary I was able to get a part time reception position in the west block for the minister of citizenship and immigration. During that time in Ottawa I was involved in the arts court community and held the position of president for the Independent Filmmakers Cooperative of Ottawa. This opportunity gave me a chance to sit on cultural equity and production fund granting; jury sub committees. However, I believe that it is my non academic, creative work

that has developed me most to adopt ideas and practices of good governance. While volunteering for the Dr. Jane Goodall institute in Dar es Sallam I organized a fundraiser centered on artistic expression and wilderness photography. Further to my experience in Tanzania, teaching a group of madras students, at the childrens panorama of the Zanibar (ZIFF) international film festival of the Dhow Countries about the history of cinema on celluloid. I have recieved the frank cole documentary film fund and awards for public speaking. At home in Tahsis, I currently represent the village on the nootka sound watershed society, UBCM ORV conference calls and have been elected secretary treasurer of the Unity four Comunities multi use trail society. In my free time I write and curate an anthology of collected works called the Inlet Outlet. My idea of good governance is inclusive and adaptive. I live by a ritual of love; listen, observe, validate and emphasize. A retired teacher, who is a patron of my poetry work, included me in a email that's subject was: women who get things done.

Why are you interested in serving as a GMF Council member? Describe what strengths you would bring to this role. *

I am interested in serving as a Green Municipal Fund council member because my municipality has an orphaned brown field mill site. Further more we have found ourselves with little capacity to protect our ancient watershed from logging interest as the tree Farm licence is upstream adjacent to our water intake well. The majority of citizens in our remote village support the council in our pursuit of further studying our pre-colonial wilderness. A report presented by Ecologic consultants outlined habitat asset registry and I believe it to be a tool for an internationally protected rare marbled murelette wildlife habitat area. The strengths I would bring to this role are my weaknesses. I see my newness as a super power. Very often my contributions are seeing intersections where others can not. As an arts administrator I am the master of the creative abbreviated pivot. I am aware of many climate initiatives from all government levels from my days as a fundraising consultant for charitable organizations like Green Peace and medicine sans frontiers. I have received praise from my mayor for "lighting a fire" under him, by attending the first meeting at the AVICC in Powell River last year and for asking him to be the official representative for the Strathcona regional district on a Climate Action working group spearheaded by the mayors of Victoria,, Tofino and Duncan. I continue to advocate for sustainable investments in rural or remote areas like mine that do not have access to transit or other group benefits. Locally I am involved with the compost program driven by the community garden society. My team building skills and rolled up sleeves, can do, attitude make me an asset to many different people's needs. The strongest voices must understand the need of the most vulnerable and compromised.

Tell us your experience in the following areas: energy, land use and planning, transportation, water, waste, and integrated projects. Are you acknowledged as a champion of sustainability in one or more of these sectors? *

For me, the biggest part of my championship is for intergration. I see land use as a thing to be balanced, integrated like a habitat. Water health and quality with a directly related plan for leachate coming thru waste cells. Energy and climate policies are two sides of the same coin. I think we can work better, left hand and right hand together. I am a

champion for watershed habitat and reconciliation. The area of this country that I am privileged and proud to call home is one that is rich in timber and salmon. Yet fewer and fewer people locally received benefits from these resources. Our municipality is asking to partner with the first nation to have a community forest. We are partnering with adjacent village for tourism opportunities with the U4C. Our taxpayers funded a habitat asset registry of our secondary water source, the Mckelvie watershed, despite the evergreen forest licence held by the tender holder. We are underserved with transportation framework but our nimble neighbourliness serves as a tireless informal support network. Our ability to articulate how social and other health determinants often go unmet in remote areas. I champion the habitat restoration work done by the collective at the nootka sound watershed society. And the preservation of the intact mckelvie watershed until what time as it is international preserved by UNESCO like Yuquot or Friendly cove, the neighbouring MMFN capital. The value of living forest as carbon sink is far from the meagre income selling it as raw logs, a carbon source. Sustainability of climate must be at the centre of policy and I am certain that intergrated projects will bridge the gaps of departments or ministries. Land use rehabilitation and shared common interest is at the core of clean air and water. Green investment is not simply for cities. Rural areas need transit for complex care and food access. Hubing is fine until you are in the ambulance three hours away from the closest hospital, or waiting for RCMP in the event of emergencies.

Proven experience in municipal asset management (municipal adoption, linking assets to service outcomes, development of robust risk assessment frameworks, incorporating lifecycle management): *

Asset management is at the heart of my political career. What is the estimated lifecycle of an old growth forest? At what point will it become obsolete? How are habitats measured by humans for bats or rare birds? terrain maps? My remote village is wealthy in inherited infrastructure as not many towns of less than 300 citizens have a recreation centre. But with this responsibility we often have a maintenance deficit. It is not inaccurate to describe it as many band aids over top of one another, like the princess and the pea. This has forced an awareness of risk framework. How long until the big one? Can we foster a relationship of historical reverence with development and long term safety in mind? Our example of the municipal wharf has left us with an asset at the end of its natural life, that we can not afford to fix. Quite a conundrum. Especially considering we have a coast guard search and rescue station scheduled to open in the summer. There are many ways that we can expand our scope with respect to asset management

Proven experience in policy development (able to understand, articulate and ensure the implementation of broad oversight policies): *

Having been on my municipal council since the 2018 election I have been involved in the home based business bylaw establishment, as well as the official community plan. Beyond the elections broad oversight for budgets can reflect the lifecycles of asset and service management. Furthermore I have seen the dedication of mayor Davis and his fellow bat cave research team diligently work for decades to champion the establishment of Weymer park wildlife habitat area.

The areas of focus that our policy development is centred around our end of life wharf that is frequently used by locals and tourist. The engineers reports indicated a need to replace the supports yet we haven't seen any way of financing the needed improvements.

Proven experience in strategic planning (experience participating in or leading an organization in planning for its future): *

Since being elected in the fall of 2018 I have participated in two annual strategic planning for my village council. The first more naïve, extensive and ambitious. The last one somewhat more cohesive and realistic. I also was part of the strategic planning session for the Nootka Sound Watershed Society. At the time I found the toast exercise a bit silly but later on I reflected how it was illustrating scope. As the village of Tahsis' representative (for the last year) on the regional round table I have made connections with forester, biologist, regional business leaders, the department of fisheries and Conuma hatchery staff, stream keepers and other municipal councillors of Gold river. At the last meeting I delivered a report given to me by Frank Collins of the Tahsis Salmon Enhancement Society. He was the person who taught me about otolith marking on my first egg take for our local hatchery in the public works yard. Personally I have been the curator of the Tahsis Inlet Outlet Revival Anthology a independent press that pulls together a collection of poems and photography. This cultural endeavour is made of our extraordinary #tahsistalent and has been experiencing some success. In the 2018 edition we had 50 page limited print and ebook, the latest edition in 2019 was 300 pages with more contributors.

Proven leadership skills (experience in leading others in a organization): *

No surprise that I was a girl scout. Now I am the chair of the standing committee in Tahsis for Age-friendly action. We are having our first meeting march 6. But in preparation I have had a pre meeting with the vice chair, who is the president of the seniors society to discuss the best choices from the community to fill it out. I also received suggestions from the mayor as to whom he would see as a good fit for a productive committee.

I have also LinkedIn with the author of the report submitted to council from Ohara Age & accessibility who recommended the first action item be putting some public benches by the river.

Tell us what you think are the top 3 sustainability challenges facing Canadian municipalities and where you think the Green

1. Watershed and Habitat climate archive
-carbon sinks are forever
2. Infrastructure deficits, like our municipal wharf.
-people need to cross bridges and dock boats
3. Rural transport and complex care investment. (recently read a motion from port moody about

Municipal Fund universal pharma care).
should focus its –not one EV charger or windmill in Tahsis despite record breaking gusts
efforts for
greatest impact.
Explain why. *

Reference 1 * Martin Davis

Relationship * he is the mayor of my council

Company * village of Tahsis

Phone Number * (250) 934-6344

Email * mayor@villageoftahsis.com

Address * 
977 South Maquinna Dr. Tahsis, BC V0P 1X0
Tahsis, BC V0P1X0
Canada

Reference 2 * Lynda Llwellyn

Relationship * fellow council member

Company * Village of Tahsis

Phone Number * (250) 934-6344

Email * Lynda@villageoftahsis.com

Address * 
977 South Maquinna Dr. Tahsis, BC V0P 1X0
Tahsis, BC V0P1X0
Canada

Attach a File * 
[cvsmfowler.docx](#) 535.17 KB • DOCX

I certify that the I agree
information in
this Expression of

Interest and its supporting documents is accurate and complete.

I understand and agree that misrepresentation or omission of material facts represents grounds for elimination from consideration for Council membership, or termination of Council membership after if discovered at a later date.

I authorize FCM/GMF to investigate, without liability, all statements contained in this Expression of Interest and supporting materials.

I authorize references without liability,

to make full
response to any
inquiries in
connection with
this Expression of
Interest. If
requested, I agree
to submit to a
criminal and
credit background
investigation. *

Untitled

please feel free to contact me if you have any questions, as I know I can be quite excitable which is confusing sometimes.

thanks for you time

smf

Lab item
K1



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

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 7th day of April, 2020.

CORPORATE OFFICER

L1



Suite 10
119 West Pender St
Vancouver, BC
V6B 1S5
Canada

phone:
(604) 683-6009

fax:
(604) 683-7255

email:
rcbc@rcbc.ca

web:
www.rcbc.ca

March 2, 2020

Mayor Martin Davis and Council
Village of Tahsis
P.O. Box 219 - 977 South Maquinna Drive
Tahsis, BC V0P 1X0
Canada

Dear Mayor Martin Davis and Council:

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

Established in 1974 as Canada's first non-profit waste prevention organization, RCBC is at the forefront of collaborating with businesses and local governments to promote both a sustainable environment and economy throughout the regions of our province.

This year's conference theme - **2020 Foresight: Transforming Tomorrow** – is set to run June 10 - 12, 2020 in Whistler, B.C. Of particular note is our keynote speaker, Vancouver Economic Commission (VEC) Director Bryan Buggey. With the knowledge that the transition to a low-carbon circular economy is a massive economic opportunity, Bryan shares his thoughts on the progressive municipal, provincial and federal priorities related to climate change and regional economic development. You'll hear how Vancouver's integrated Greenest City Action Plan, Renewable City 2050, and Zero Waste 2040, fit within Vancouver's business community and how similar initiatives can be applied to other regions. Bryan outlines how the VEC is accelerating the transition by supporting innovation, trade, investment and the move to a circular economy.

Programming for RCBC 2020, www.rcbcconference.ca, will also include:

- extended producer responsibility
- provincial & federal plastics initiatives
- compostable plastics
- youth-led sustainability initiatives

As well, we plan to address a variety of waste, recycling, and diversion-related issues your council may be facing now or in the near future. We provide a three-day experience of policy development workshops, presentations, and opportunities to network with professionals and area experts to become better informed. Representatives from BC's industry stewards (eg. RecycleBC and Return-It), are attending, as well as the BC Ministry of Environment.

Our public policy work includes a Government Caucus Round Table to identify areas of policy priority on the Wednesday afternoon of June 10. So please join us at Canada's longest running sustainability event, the annual RCBC Conference on Circular Economy, now in its 46th year.

Thank you for your continued support. Let us keep working together to make a waste-free province through the application of sustainable circular economy principles. If you have any questions, you can reach me at 604-683-6009 ext. 307 or at brock@rcbc.ca.

Sincerely,

Brock Macdonald
Chief Executive Officer



L2



26 February 2020

The Honourable Bernadette Jordan
Minister of Fisheries, Oceans and the Canadian Coast Guard
200 Kent Street
Station 15N100
Ottawa, On K1A 0E6

File No. 0530-01 Council

Dear Minister,

RE: Implementation of the Recommendations of the Report of the Standing Committee on Fisheries and Oceans

As you may know Ucluelet is located on the west coast of Vancouver Island, British Columbia. Ucluelet's economy is supported by the commercial fishing industry and its downstream opportunities.

The District of Ucluelet Council is concerned with the current state of commercial fisheries on the west coast of Canada. In particular, the current fishing licence and quota ownership system lacks transparency and makes it difficult to understand who benefits from our fish resources.

In May 2019, the House of Commons Standing Committee on Fisheries and Oceans (FOPO) provided 20 unanimously supported recommendations to the federal government for changing its current management of commercial fisheries in British Columbia. These recommendations aim to remedy how the current B.C. fisheries management system is adversely affecting Canadians, and, closer to home, our constituents.

With that, the Council of the District of Ucluelet wishes to write to you to show its support for the recommendations put forward by FOPO and would ask that you please see to a timely implementation of the recommendations in Canada's west coast.

Should you have any questions, please do not hesitate to contact the District of Ucluelet.

Sincerely,

Mayor Noël
Mayor, District of Ucluelet

District of Ucluelet . *Life on the Edge*®

200 Main Street

PO Box 999

Ucluelet . BC . VoR 3Ao

t. 250.726.7744

f. 250.726.7335

Ucluelet.ca

info@Ucluelet.ca



March 4, 2020

To: Chair and Board
Chief and Council
Mayor and Council

Re: UBCM Resolutions Process

In response to member feedback, the UBCM Executive is undertaking a review of the resolutions process. This will include consultation with members at Area Association spring conferences, and a subsequent report to the membership at the 2020 Annual Convention. While the review progresses, the Executive has committed to exercise their existing authority more fully, and apply greater rigour to the screening and vetting of resolutions submitted to UBCM for 2020.

With the understanding that a resolutions process review is already underway, the Resolutions Committee of the UBCM Executive has identified measures that UBCM can implement in the immediate term to streamline the process and address the number and repetitiveness of resolutions. In 2020, the Committee will seek to:

- Identify more directly the resolutions that address issues of priority to the membership, and ensure that debate of these priority issues takes place early on.
- Be more firm in sending resolutions back to the sponsor if resolutions do not meet UBCM criteria for format, clear writing, factual information, or relevance to local government administration or operations.
- Standardize language to be gender neutral and, where applicable, refer to local governments or First Nations rather than municipalities or regional districts. The goal is to avoid using debate time to make such amendments.
- Combine similar resolutions, without losing or changing their intent.
- Offer further education and support to members on writing clear, effective resolutions.
- Work more closely with Area Associations to improve the quality of resolutions debated at their spring conventions.

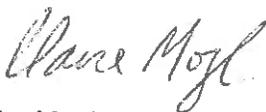
These streamlining measures could affect resolutions that your community submits to Area Associations or to UBCM this year.

Please feel free to contact Reiko Tagami, Policy Analyst (rtagami@ubcm.ca or 604 270 8226 ext. 115), with questions about resolutions streamlining, or the resolutions process review.

Sincerely,



Maja Tait
UBCM President



Claire Moglove
Chair, Resolutions Committee

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council
From: Mark Tatchell, CAO
Date: March 9, 2020
Re: Grant-in-Aid Policy Review

PURPOSE OF REPORT:

For Information.

To identify deficiencies with the Village’s Grant-in-Aid policy and provide solution options for Council’s consideration.

BACKGROUND:

The *Local Government Act* (s. 271) contemplates local governments providing “assistance for the purpose of benefiting the community or any aspect of the community”. Most BC local governments provide financial grants to community based organizations to support projects or special activities that benefit their respective communities. The common practice among local governments is to receive grant applications once per year and award financial grants to deserving community organizations following adoption of the local government’s financial plan bylaw.

While the Village of Tahsis Grant-in-Aid policy #2007 (attached) gives applicants the option of requesting financial assistance, such requests are rare.

In 2019, Council received and considered nine (9) grant-in-aid applications. Of these, eight (8) requested use of the Recreation Centre and/or its equipment and furniture at no cost. Only three (3) of the nine (9) applications were not approved by Council. One of the unapproved applications requested financial assistance.

In 2019 the following groups/events approved by Council were:

- Junior Canadian Rangers (free use of gym)
- Tahsis Salmon Enhancement Derby (free use of Recreation Centre, equipment and furniture)
- Culture Days (free use of gym)
- Knights of Columbus (Christmas Hampers) (free use of gym)
- Captain Meares PAC Christmas Bazaar (free use of Rec Centre tables)
- Tahsis Community Spirit (Community Christmas Dinner) (free use of Recreation Centre, equipment and furniture)

The Fees and Charges Bylaw No. 594, 2017 establishes the room rental rate for the Recreation Centre gym (including kitchen facilities) and meeting room. As there is no authority in this bylaw for Council to permit the use of the facility by a group (or individual) at no cost, it is not recommended that Council continue this practice. Also, by permitting the use of the facility without charging the renter the requisite fee, the Village creates an account receivable that goes unpaid. These unpaid fees are a debt owed to the Village which should be recorded on our balance sheet. (Council is reminded that the Fees and Charges Bylaw establishes a low fee [\$5/hour] for renting any Tahsis Recreation Centre room by a community organization. The regular fee is \$40/hour.)

Moreover, the Village has not historically complied with s. 24 of the *Community Charter* which requires Council to give public notice of its intention to provide assistance to persons or organizations.

The bottom line is that there are legal and financial (accounting) issues with the current "Grant-in-Aid" practice.

DISCUSSION:

Based on the 2019 decisions, Council generally supports offering the Recreation Centre and its equipment and furniture available at no cost to local community groups. Legally, this can be done in one of two ways.

- Option 1) Amend the Fees and Charges Bylaw to exempt community groups from paying the rental costs associated with using the Tahsis Recreation Centre; or
- Option 2) Amend the Grant-in-Aid policy to establish eligibility and funding criteria for community groups seeking an annual financial grant which could be used to offset Recreation Centre rental charges or other operating costs.

Option 1

Pros:

- Simplifies the process for community groups seeking free use of the Recreation Centre, equipment and furniture
- Consistent with Council's authority to set fees and charges by way of a bylaw.
- Stops the misuse of the term "Grant-in-Aid" (providing free use of a facility is not generally seen as a Grant-in-Aid).

Cons:

- May be difficult to draft the bylaw to capture the various community groups which Council might wish to exempt from paying the Recreation Centre fees.
- May require staff to exercise broad discretion when assessing whether a community group meets the bylaw criteria for fee exemption. (Section 25 of the Community Charter expressly prohibits a council from granting a benefit or other form of assistance to a business including an exemption from a fee. So distinguishing community organizations from businesses is important.)
- The Fees and Charges bylaw, as it is, sets a low fee (\$5/hour) for community organizations wishing to rent any of the Rec Centre rooms, including the gym.

Option 2

Pros:

- Establishes a once/year application process and decision for community groups seeking a grant-in-aid for their operations.
- Consistent with the practice of other local governments.
- Requires community organizations to prepare more detailed applications and budgets and could also include a reporting requirement.
- The grant can be used to offset the cost of renting the Tahsis Recreation Centre and solves the unpaid debt concern described above.

Cons:

- Creates a new budget spend item
- The application process might be too demanding for some community organizations
- Does not accommodate events which might arise during the year, past the application deadline, e.g., Tahsis Community Spirit.

POLICY / LEGISLATIVE REQUIREMENTS:

1. Community Charter, SBC 2003, Ch. 36
2. Local Government Act, RSBC 2015, Ch. 1
3. Fees and Charges Bylaw No. 594, 2017 (as amended)
4. Grant-in-Aid Policy #2007

FINANCIAL IMPLICATIONS:

- If Council chooses a version of Option #2, Council would need to consider a budget for Grant-in-Aid funding.
- There is an operating cost whenever Village facilities are used. If the users do not pay a fee to cover all or some of those costs, then those costs are covered by the Village's other sources of revenue, including property taxes.

STRATEGIC PRIORITY:

Yes.

GOVERNANCE

Review policies and bylaws and update as necessary

RECOMMENDATION:

Council consider rescinding the current Grant-in-Aid policy or, at least, consider not approving the free use of the Tahsis Recreation Centre, equipment and furniture until an alternative policy is adopted.

Respectfully submitted:



Mark Tatchell, CAO



Grant in Aid Application Policy #2007

Name of Group or Organization _____ Date: _____

I hereby request a Grant in Aid from the Village of Tahsis. The details of this request are below.

1. State the exact amount of monies or in kind assistance (eg. free use of facilities) requested.
2. Briefly outline the purpose of this assistance.
3. Who will benefit from this activity? How many people will benefit?
4. What steps have you taken to raise funds?
5. What other local groups have been approached for assistance? Please indicate what was requested from these groups and whether they have agreed to assist.



Grant in Aid Application Policy #2007

6. Have you approached the Federal or Provincial governments for assistance? Please indicate what was requested from these Senior Governments and whether they have agreed to assist.

7. Will this project proceed if funds or in kind assistance are not provided by the Village?

Signature of Authorized representative

Please attach a budget for your project. Please be as complete as you can. You may be asked for further financial information.

If a Grant in Aid for funding is approved, the cheque should be made payable to:

and be mailed to: P.O. Box _____, Tahsis, B.C. V0P 1X0

Contact person: _____

Phone number: _____



Grant in Aid Application Policy #2007

Name of Group or Organization: Tahsis Revitalization Org. Date: 03.05.2020

I hereby request a Grant in Aid from the Village of Tahsis. The details of this request are below.

1. State the exact amount of monies or in-kind assistance (eg. free use of facilities) requested.
2. Briefly outline the purpose of this assistance.
3. Who will benefit from this activity? How many people will benefit?
4. What steps have you taken to raise funds?
5. What other local groups have been approached for assistance? Please indicate what was requested from these groups and whether they have agreed to assist.
6. Have you approached the Federal or Provincial governments for assistance? Please indicate what was requested from these Senior Governments and whether they have agreed to assist.
7. Will this project proceed if funds or in-kind assistance are not provided by the Village?

Sierra McGerrigle
Signature of Authorized representative

Please attach a budget for your project. Please be as complete as you can. You may be asked for further financial information.

If a Grant in Aid for funding is approved, the cheque should be made payable to:



Grant in Aid Application Policy #2007

and be mailed to: Tahsis Revitalization Org.

Contact person: Sierra McGerrigle

Phone number: 2502200671

Honourable Mayor and Council,
Michelle Harrod and I, Sierra McGerrigle, would like to ask permission to use the Rec Centre gym, tables, chairs, PA and Mazzini Tent for Tahsis 50th Reunion Party June 20 2020. Set up will be June 19 2020 after 4pm and clean up on June 21, 2020 after lunch. We may need to borrow the Public Works trailer for transport of the Mazzini.

We also are hoping for permission to use the field behind the Rec Centre for reserved camping to accommodate the volume of guest that may be attending this event. We are reaching out for support from the Fire Department, Junior Rangers, BC Ambulance and Gold River Police presence for security. Rec centre staff support for ticket sales prior and during the Celebration and Auction bits following the Event.

Schedule:

Friday set up after 4pm, Saturday Event starts 11am and Sunday clean up after 12pm.

11pm Viewing and bidding on the silent Auction begins

11:30am Local Bands start playing.

Recorded music may play during the 15 min intermissions

12 pm Lunch Buffet style

1 pm awards and speeches

2pm Cake

3 - 6pm Bands.

5pm BBQ



Grant in Aid Application Policy #2007

Performer line up will
depending on the set date

Auction will close Tahsis Day's weekend

Floor Plan:

Derby style layout.

15 to 25 tables 4x8ft
300 to 350 chairs
available.

Tables lining the walls to display Art and Auction. Table setup for Pete's Farm Charity.
If it's raining, the stage will be set up in the Gym. We are hoping for at least two rows of tables
set up in an "L" shape, facing the stage in the middle of the gym, leaving room for a dance floor.

If weather is permitting the stage could be outside under the mezzanine behind the Rec. Bring
your own lawn chairs.

Open to suggestions to make the event better.

I can be reached by E mail or by Phone at 250 220 0671
Thank you for your time and consideration,

We invite Council and supporting staff to attend the awards ceremony. To celebrate and
recognize contributions made to Tahsis over the years.

Sierra McGerrigle



**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

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
Chlorine: 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.
Chlorine: 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.
Accelerated Hydrogen Peroxide 0.5%	Used for disinfecting general surfaces (e.g. counters, hand rails, door knobs).
Quaternary Ammonium Compounds (QUATs)	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.

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

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

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

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

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