



AGENDA

**Agenda for the Regular Meeting of the Tahsis Village Council
to be held on November 17, 2020 in the Council Chambers
Municipal Hall, 977 South Maquinna Drive and by electronic means**

Remote access: To attend this meeting remotely via Zoom/ phone

Join the Zoom Meeting

<https://zoom.us/j/7473599558>

Dial by your location

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Meeting ID: 747 359 9558

Find your local number: <https://zoom.us/u/ace6MdrGMW>

A. Call to Order

**B. Introduction of
Late Items**

**C. Approval of the
Agenda**

**D. Petitions and
Delegations**

None.

E. Public Input # 1

**F. Adoption of the
Minutes**

- 1 Minutes of the Regular Council Meeting held on November 3, 2020.**
- 2 Minutes of the Committee Of the Whole Meeting held on November 3, 2020**

G. Rise and Report

None

H. Business Arising

- 1 Age Friendly Transportation Planning Project Final Report - O'Hara Aging and Accessibility Consultants**

2 Tahsis Recreation Centre Q3 Attendance and Revenue Report

J. Council Reports

- 1 Mayor Davis**
- 2 Councillor Elder**
- 3 Councillor Fowler**
- 4 Councillor Llewellyn**
- 5 Councillor Northcott**

K. Bylaws

- 1 Fees and Charges Amendment Bylaw No. 634, 2020**

L. Correspondence

- 1 Kaye Krishna, Deputy Minister, Ministry of Municipal Affairs and Housing; Province of British Columbia COVID-19 Safe Restart Grant for Village of Tahsis**

M. New Business

- 1 Community Emergency Preparedness Fund, Structural Flood Mitigation: Tahsis Structural Flood Protection Improvements**

N. Public Input #2

Rise and Report

P. Adjournment



Minutes

<u>Meeting</u>	Regular Council
<u>Date</u>	03-Nov-20
<u>Time</u>	7:00 PM
<u>Place</u>	Municipal Hall - Council Chambers and by electronic means

<u>Present</u>	Mayor Martin Davis Councillor Bill Elder Councillor Sarah Fowler Councillor Lynda Llewellyn Councillor Cheryl Northcott	by video by video
<u>Staff</u>	Mark Tatchell, Chief Administrative Officer Amanda Knibbs, IT Coordinator	by video
<u>Guest</u>	Cpl. Kimberly Rutherford, Operations NCO, Nootka Sound RCMP	by video
<u>Public</u>	2 members of the Public	by phone/video

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

H4 - Vancouver Island Regional Library Board Re: Appointment to the 2021 Vancouver Island Regional Library Board

L3 - Email from the Provincial Director of Child Welfare and the Provincial Director of Adoption

C. Approval of the Agenda

Fowler/Elder: VOT 0421/2020

CARRIED

THAT the Agenda for the November 3, 2020 Regular Council meeting be adopted as amended.

D. Petitions and Delegations

None.

E. Public Input # 1

None.

F. Adoption of the Minutes

1 Minutes of the Regular Council Meeting held on October 20, 2020.

Llewellyn/Fowler: VOT 0422/2020

CARRIED

THAT the Regular Council meeting minutes of October 20, 2020 be adopted as presented.

G. Rise and Report

None.

H. Business Arising

1 Nootka Sound RCMP Detachment update report

Fowler/Elder: VOT 0423/2020

CARRIED

THAT this report from the RCMP be received.

Cpl. Rutherford provided call for service statistics for October 2020, and responded to Council's questions and feedback.

Cpl. Rutherford will be acting Detachment Commander beginning November 9, 2020

2 Development Procedures Bylaw Application Forms and Checklist

Fowler/Elder: VOT 0424/2020

CARRIED

THAT this staff report with appendices be received.

Fowler/Elder: VOT 0425/2020

CARRIED

THAT the Application Forms and Checklists numbered 2-7 in the staff report be approved subject to the adoption of the Fees and Charges Amendment Bylaw No. 634, 2020 and the adoption of the Development Procedures Bylaw No. 633, 2020.

3 UBCM Resolution EB19 - Public Designation for Resource Roads

Llewellyn/Elder: VOT 0426/2020

CARRIED

THAT this item be received for consideration .

Fowler/Elder: VOT 0427/2020

CARRIED

THAT WHEREAS resource based companies should not be responsible for the total cost of bringing resource roads to the standard required by the proposed public road designation, these companies utilize these roads to transport material for mining and logging activity; and

WHEREAS resource based companies also transport heavy and wide equipment on the roads which damages the road surfaces and road beds;

THEREFORE, BE IT RESOLVED THAT Council opposes the City of Williams Lake amendment to UBCM Resolution EB19 as it does not require resource based companies to share in the cost of improving resource road to meet the proposed public road designation.

4 Vancouver Island Regional Library Board Re: Appointment to the 2021

Vancouver Island Regional Library Board

Fowler/Elder: VOT 0428/2020

CARRIED

THAT this letter and related documents from the Vancouver Island Regional Library Board be received.

Fowler/Elder: VOT 0429/2020

CARRIED

THAT Councillor Llewellyn be appointed as the Village of Tahsis Director for the Vancouver Island Regional Library Board.

Llewellyn/Elder: VOT 0430/2020

CARRIED

THAT Councillor Fowler be appointed as the Village of Tahsis Alternate Director for the Vancouver Island Regional Library Board.

J. Council Reports

Mayor Davis (written report)
report to council Nov 3 2020

Since our last regular council meeting, I have attended three board meetings of the Strathcona Regional District and chaired one meeting of the First Nation Relations Committee of the SRD. I have also attended online preparatory meetings of the Vancouver Island Coastal Community Climate Leadership Plan, which is hosting a conference this Friday. I have been receiving responses from the various provincial ministries that we have met with during the UBCM. Unfortunately, these responses were perfunctory and non-committal, due to the flux the government is in due the recent provincial election and departure of several cabinet ministers. Once the smoke has cleared, there will be new appointments and with that, hopefully, some actual meaningful responses. I note that the previous chair of our regional district, Michele Babchuck, was elected MLA in our riding. She is intelligent, capable and I wish her well in her new role, as I do Josie Osbourne, previously mayor of Tofino and now MLA of the Mid-Island riding.

It is unfortunate that after a recent meeting with Grieg Seafood regarding fish farm diseases and the recent outbreak of sea lice in Nootka Sound, we are now receiving reports of counts of 22 lice per fish at their farms. This is yet another disaster for wild salmon in our region and will continue the decline in our wild stocks. This is unacceptable and the sooner they are removed from Nootka Sound's waters, the sooner we can start to rebuild our salmon populations. I have taken this up with our provincial government and will continue to lobby to move them onto land-based facilities.

Today, I met with Comox-Strathcona Solid Waste Management staff regarding the landfilling of organic wastes in the Tahsis dump. While regulations prevent us from burning construction materials as in the past, we are working on clearly defining yard waste and brush as reuseable organics and separating them out, so that they don't end up being buried with the garbage which has commonly been occurring. This is going to take renewed signage, public education and better monitoring in order to achieve this goal.

Today, we also met with Western Forest Products representatives regarding McKelvie, TFL 19, future plans and our proposed community forest. Another meeting will be scheduled later in November.

Councillor Elder

None

Councillor Fowler (written report)

First I want to take advantage of this chance to thank all the people who participated in the transportation study this summer. October 22 we at the TAAC (next meeting Tuesday November 10@10am) received a presentation about ride share versus the Village van model (a picture from that presentation is included attached.) Unfortunately many were at the seniors centre unloading for the covid relief food bank so they were unable to zoom into the meeting. Volunteers and drivers are still needed for this Thursday and on Sunday at the Catholic church @3pm when father Christian arrives with donations from The St Vincent De Paul.

Secondly I want mention that this Friday November 6 is the VICC CLP(Vancouver Island coastal community, climate leadership plan) summit and I am signed up as a note taker for the resilient infrastructure breakout session.

Third is the MCIP 2nd live chat (municipal climate innovation program) offered by FCM (Federation of Canadian Municipalities). This class taught me the term energy poverty as defined by spending 10% or more of your income on heating and electrifying your home. I was referred to Clean BC to find ways to best support those who spend more than 15% and have extreme energy poverty.

Lastly I am happy to report to council that Kent and Teresa O'Neil in addition to Kadin Snook were re-elected to the NSWWS (Nootka Sound Watershed Society) executive.

Submitted respectfully,
Councillor Fowler

We acknowledge and respect that we are on the territory of the Mowachaht/Muchalaht First Nation

Sarah Fowler (250-934-7713)
director@large candidacy
#AVICC2020@UBCM

Village of Tahsis

Standing age-friendly/ accessibility action committee; chairperson

regional roundtables

#nootka sound (NSWS)

watershed society

U4C Unity four communities (multi use trail to Zeballos) society

treasurer/ secretary

Councillor Llewellyn

None

Councillor Northcott (written report)

Report to Council

I attended the State of the Island Economic Summit online from October 27th through 29th.

There were a number of interesting sessions, but the one that struck me as most potentially useful to Tahsis was on seaweed farming, and I'll be looking to that one further.

On the first night the keynote presentation was *Entrepreneurship in the Time of COVID: Lessons for the future* from Dr. Justin Bull of the Sauder School of Business at UBC. And as much as I was prepared to be bored to sobs, he was so interesting, I had to replay the video in order to even start to absorb the magnitude of what he had to say. My too long did not read summary is: Everything is connected. We need to prioritise sustainability and ignore the planet at our peril. We can use the pandemic as an opportunity. That we should embrace the trends COVID-19 has amplified in order to grow and split the economic pie.

Thank you council for making it possible for me to attend.

Llewellyn/Elder: VOT 0431/2020

CARRIED

THAT the Council Reports be received.

K. Bylaws

1 Fees and Charges Amendment Bylaw No. 634, 2020

Northcott/Elder: VOT 0432/2020

CARRIED

THAT the Fees and Charges Amendment Bylaw No. 634, 2020 be received for consideration.

Northcott/Fowler: VOT 0433/2020

CARRIED

THAT the Fees and Charges Amendment Bylaw No. 634, 2020 receive a first reading this 3rd Day of November, 2020.

Northcott/Llewellyn: VOT 0434/2020

CARRIED

THAT the Fees and Charges Amendment Bylaw No. 634, 2020 receive a second reading this 3rd Day of November, 2020.

Northcott/Llewellyn: VOT 0435/2020

CARRIED

THAT the Fees and Charges Amendment Bylaw No. 634, 2020 receive a third reading this 3rd Day of November, 2020.

2 Development Procedures Bylaw No. 633, 2020

CARRIED

Llewellyn/Fowler: VOT 0436/2020

THAT the Development Procedures Bylaw No. 633, 2020 be received for consideration.

Llewellyn/Fowler: VOT 0437/2020

CARRIED

THAT the Development Procedures Bylaw No. 633, 2020 be reconsidered, finally passed and adopted as presented on this 3rd day of November, 2020.

L. Correspondence

- 1 Email from Karenn Bailey Re: Press Release -MSc. students are working on the Tahsis River Dewatering project.**

- 2 Email from Mayor Dennis Dugas Re: Provincial Funding for Emergency / Fire Equipment Small Communities**

- 3 Email form the Provincial Director of Child Welfare and the Provincial Director of Adoption**

Fowler/Elder: VOT 0438/2020

CARRIED

THAT these correspondence items be received.

Llewellyn/Fowler: VOT 0439/2020

CARRIED

THAT correspondence items # 1 and 2 be pulled for discussion.

M. New Business

- 1 Re: Glassford, Mark 18 Freda Road: Failure to Comply with Notice issued on September 15, 2020 under the Property Maintenance Regulation Bylaw No. 614, 2019**

Llewellyn/Elder: VOT 0440/2020

CARRIED

THAT the September 15, 2020 Notice to Comply and related documents be received.

Llewellyn/Elder: VOT 0441/2020

CARRIED

THAT an Order to Comply be issued under s. 37 of the bylaw to the property owner, as identified and described in the Notice to Comply, to bring the property into compliance with the Bylaw, specifically section 9, by December 4, 2020.

- 2 Re: Bushaw, Jennifer and Bushaw, Jason 187 Head Bay Road: Failure to Comply with Notice issued on September 15, 2020 under the Property Maintenance Regulation Bylaw No. 614, 2019**

Fowler/Elder: VOT 0442/2020

CARRIED

THAT the September 15, 2020 Notice to Comply and related documents be received.

Fowler/Elder: VOT 0443/2020

CARRIED

THAT an Order to Comply be issued under s. 37 of the bylaw to the property owner, as identified and described in the Notice to Comply, to bring the property into compliance with the Bylaw by removing or licencing the 5 derelict vehicles identified in the Notice to Comply by December 4, 2020.

N. Public Input #2

None

Adjournment

Fowler/Elder: VOT 0444/2020

CARRIED

THAT the meeting be adjourned at 8:29 p.m.

Certified Correct this

17th Day of November, 2020

Chief Administrative Officer



Minutes

Village of Tahsis

Meeting	Committee of the Whole
Date	03-Nov-20
Time	1:00 p.m.
Place	Municipal Hall - Council Chambers and by electronic means

Present	Mayor Martin Davis Councillor Bill Elder Councillor Sarah Fowler Councillor Lynda Llewellyn Councillor Cheryl Northcott	by video by video
Staff	Mark Tatchell, Chief Administrative Officer Amanda Knibbs, IT Coordinator	by video
Guests	none	
Public	3 representatives from Western Forest Products Inc.	by video

Call to Order

Mayor Davis called the meeting to order at 1:00 p.m.

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

Introduction of Late Items

None.

Approval of the Agenda

Fowler: COW 062/2020

THAT the Agenda for the November 3, 2020 Committee of the Whole meeting be adopted as presented.

CARRIED

Business Arising	1 Draft Letter of Understanding between Western Forest Products Inc. and the Village of Tahsis re: McKelvie Creek Community Watershed
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Fowler: COW 063/2020

THAT this draft Letter of Understanding (LOU) be received.

CARRIED

Fowler: COW 064/2020

THAT Council permit members of the public to speak at the meeting.

CARRIED

Members of Council stated their views and feedback regarding the draft Letter of Understanding.

WFP representatives clarified that increasing the reserve area in the McKelvie Creek watershed did not mean that set asides elsewhere in TFL 19 would be cancelled.

WFP representatives also noted that to meet the new marbeled murrelet orders, the WHA in McKelvie would increase from 329 HA to 2000 HA.

Council agreed that a subsequent committee of the whole meeting should be scheduled with WFP representatives attending with maps showing proposed reserve areas and harvesting plans for the Tahsis LU.

2 The draft Management Plan #11 for Tree Farm License (TFL) 19

Fowler: COW 065/2020

THAT this letter and draft Management Plan for TFL #19 be received.

CARRIED

Fowler: COW 066/2020

THAT Council submit a response to the draft Management Plan for TFL #19 by December 31, 2020.

CARRIED

Adjournment

Fowler : COW 067/2020

THAT the meeting adjourn at 2:02 p.m.

CARRIED

Certified correct this
17th Day of November, 2020

Corporate Officer

Age-Friendly Transportation Planning Study

Village of Tahsis
B.C.

November 17, 2020

How can Life for Tahsis seniors improve?

Transportation within the Village

Service
Paid coordinator to make people aware of going on

NEW SERVICES
THE AT HEALTH
EYES, DENTAL

Heating costs

Transportation
- Clinic
- out of town (app)

Subsidies
Housing
out of town
for appointments

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Introduction

The Village of Tahsis has undertaken the 2020 Age-Friendly Transportation Planning Study (the Study) as the first step towards addressing the transportation gaps for Tahsis seniors & older adults. This project is funded through the Age-Friendly Communities Grant from the Union of B.C. Municipalities (UBCM).

The high-level objectives of the Study include:

1. Conduct a transportation needs assessment that identifies travel needs, barriers, patterns and demands for Tahsis Seniors.
2. Develop practical and economical transportation options for seniors in Village of Tahsis.

This Study is timely as seniors make up a rapidly growing and important part of our Canadian demographic. Currently, one in six people in Canada is 65 or older and the growth rate of this demographic is higher than any other population subgroup.¹ Many Canadian seniors face transportation deficiencies, leaving numerous without adequate, affordable or accessible options to support and promote healthy active aging.

Seniors who no longer drive, reported that within the last six months they had unmet transportation needs for at least one type of trip (medical, essential services, recreational, social and/or religious) and more than 37% of Canadian seniors report that they experience social isolation on a regular basis due to lack of transportation.²

Canadian seniors that live in rural and remote communities face these barriers and more with the additional unique obstacles to transportation that comes with living outside of urban areas. These include increased operational costs, compared to urban and suburban regions, a greater reliance on personal vehicles, longer travel distances for appointments and limited availability to connect to public transit. The low population densities of remote settings also create an inability to reach the economies of scale needed for effective and efficient community transportation.

Older adults residing in the Village of Tahsis are no strangers to these obstacles. The Village of Tahsis is a beautiful municipality situated at the head of a fjord inlet on the west coast of Vancouver Island and has one of the highest median ages (58 years) in the

¹ 2017 Council of Canadian Academies: Older Canadians on the Move

² 2017 Alberta Provincial Transportation Needs Assessment

Province.³ Over 44% of the residents of Tahsis are over the age of 60, and 50% of the population is retired.⁴ As Tahsis is a premier ecotourism destination, featuring stunning coastal scenery, many of its residents have chosen to retire in Tahsis for its beauty and access to the outdoors. Furthermore, the median home value is \$80,125 and the monthly cost of ownership is \$282, making this an attractive retirement destination where Canadian seniors can significantly stretch their retirement savings in comparison with urban communities⁵.

In 2019 the Village of Tahsis completed the Age-Friendly Community Action Plan (ACAP) to ensure the community is well positioned through its plans, policies and programs to support and sustain active, social and independent lifestyles for its mature adults and seniors.

After rich community consultation, the 2019 ACAP indicated definitive gaps related to:

- **Transportation**
- **Food Security**
- **Social Isolation & Mental Health Supports**
- **Specialized Healthcare**

Not surprisingly, transportation was the highest marker for dissatisfaction among residents. Transportation is one of the eight domains of an age-friendly community as defined by the World Health Organization (WHO). For seniors in Tahsis, transportation is of particularly high importance as it is interconnected with many of the other domains of healthy aging, such as access to healthcare, social participation, community engagement & employment. In fact, transportation is the underlying barrier that drives other areas of dissatisfaction.

This Study further investigates the transportation barriers that were identified for seniors in the 2019 Tahsis ACAP. Focused investigation into these barriers reveals that the challenges can be broadly broken into three categories; distance and proximity to amenities, unsafe road conditions and cost.

³ 2016 Statistics Canada

⁴ 2019 Village of Tahsis Official Community Plan Survey

⁵ 2018 Strathcona Community Health Network: Social Detriments of Health

Distance/proximity to amenities

The Village of Tahsis truly is one of the Vancouver Island's most rural communities. The closest community, Campbell River, is a three-hour drive away, a total of 153km per trip. This means that Tahsis seniors need to travel a significant distance in order to access the most common and critical amenities required for daily living. For example, a senior living in Tahsis is required to travel a total of six hours and 360km, roundtrip, in order to do their grocery shopping. This distance-related challenge extends also to many other basic needs, such as visiting a dentist, getting an x-ray, banking, and accessing specialized healthcare. Unfortunately, since these types of services are unavailable within Tahsis, seniors are required to travel a significant distance outside of their community to secure access.

Unsafe road conditions

Not only do Tahsis seniors have a long drive to access otherwise common goods and services, it is a challenging drive and one that many report they no longer feel safe to make. The main road connecting Tahsis to Hwy 28 is Head Bay Forest Service Road, which has over 60 km of winding, steep, unpaved gravel and seal coated surfaces. The road has several risk factors. Rain and snow cause significant deterioration of the road base leading to many stretches of almost impassable potholes. Logging traffic and wildlife, often immersed in deep fog, make the blind corners and steep grades of up to 18% especially treacherous.

A lack of cell service on the road between Tahsis and Campbell River means if there is a problem, drivers cannot be warned or call for help. Although 76% of Tahsis residents have a driver's license, many are worried about their ability to drive as they continue to age⁶. The skill required to navigate this difficult terrain in rapidly changing weather conditions, is simply not something they feel safe doing.

Cost

Accessing necessary resources, groceries and specialized healthcare, is not only a long and dangerous trip. It is also expensive. Round-trip travel from Tahsis to Campbell River, including fuel and vehicle maintenance (rate of 0.58/km), costs \$177.48. An additional expense, added to their grocery bills, every trip. Groceries are commonly cited as a difficult expense for the average Canadian senior, but the unique financial reality for

⁶ 2019 Village of Tahsis Official Community Plan Survey



Tahsis seniors is even more challenging. Many Tahsis seniors are classified as low-income. The median household income in Tahsis is \$34,304 which is \$30,000 less than Gold River and almost \$20,000 less than the Strathcona Regional District median of \$55,487⁷.

This study undertakes a comprehensive understanding of the community and its specific transportation challenges in order to create a customized solution that works for Tahsis residents. As the Village of Tahsis is a small remote community with limited resources, a transportation solution needs to be carefully and thoughtfully developed. Recommendations need to be both feasible and economical, while also achieving an age-inclusive framework.

Methodology

There is no one size fits all solution when it comes to addressing transportation disadvantaged seniors. The Village of Tahsis, along with its abundant natural settings and beautiful landscapes, has unique barriers to transportation. The methodology used within this Study is a reflection of the community's unique needs.

To successfully execute the Age-Friendly Transportation Planning Study, O'Hara Aging + Accessibility was retained to support the Village. A "nothing for me without me" policy was utilized to ensure a locally-driven and participatory approach.

⁷ 2018 Strathcona Community Health Network: Social Detriments of Health

The following tasks were executed across two key project phases.

Phase 1 Needs Assessment	Phase 2 Options Identification
<ul style="list-style-type: none"> ● Task 1 TAAC <i>Establishing the Tahsis Age-Friendly Action Committee</i>	<ul style="list-style-type: none"> ● Task 5 World Café's <i>Community consultation to present findings to the Tahsis community and hear direct feedback</i>
<ul style="list-style-type: none"> ● Task 2 Scoping Review <i>Examining how other municipalities address transportation barriers</i>	<ul style="list-style-type: none"> ● Task 6 Options Identification Workshop <i>Facilitated discussion and exploration of transportation options to test viability</i>
<ul style="list-style-type: none"> ● Task 3 Community Survey <i>Detailed survey & analysis of transportation habits to better understand travel needs</i>	<ul style="list-style-type: none"> ● Task 7 Final Report <i>Summarizing the transportation Study findings and identifying recommendations for a community transportation solution</i>
<ul style="list-style-type: none"> ● Task 4 Stakeholder Consultation <i>Various workshops with key external stakeholders including neighboring municipalities</i>	

Task 1 Establishing the Tahsis Age-Friendly Action Committee (TAAC)

In order to identify transportation solutions that are community driven, flexible, and based on local priorities for Tahsis seniors. Seniors must be included in the process. This Study was initialized by the formulation of the TAAC which included representation from Council, Village Administration and predominately local seniors.

Task 2 Scoping Review

Next, a solutions scoping review was conducted, examining how other municipalities, with similar demographics, are responding to seniors' needs in relation to transportation. Data was gathered on ideas and solutions that exist in similar communities which was compared to the available asset resources, such as vehicles, volunteers, drivers, scheduling tools, government supports etc. within Tahsis to determine what options were feasible and transferrable to the Village.

Task 3 Community Surveys

Detailed community transportation surveys were conducted & analyzed to identify the current travel patterns, needs, barriers, gaps and challenges for seniors' transportation.

Task 4 Stakeholder Consultation

Stakeholder consultation took place throughout the entirety of this Study to ensure coordination and ongoing communication and dialogue between the Village, older adults & seniors within the community, the Ministry of Transportation & Infrastructure, Strathcona Community Health Network and the neighboring communities of Tsa'Xana, the Mowachaht/Muchalaht First Nation community, and the Village of Gold River.

Task 5 World Cafés Consultation

Two virtual World Cafés were hosted to engage the community and present findings from the survey, ideas discovered within the scoping review and transportation options for consideration. This allowed the community to voice their ideas, concerns, feedback and suggestions. Feedback from the World Cafés were summarized and included in the recommendations.

Task 6 Options Identification workshop

To test the viability of potential recommendations an Options Identification Workshop stress tested the short-list of options with the TAAC and other key community stakeholders. Based on workshop feedback, options and recommendations were further refined.

Task 7 Final Report

This report summarizes the findings of the Study and identify meaningful options for the future of seniors' transportation in the rural/remote community of Tahsis.



Scoping Review

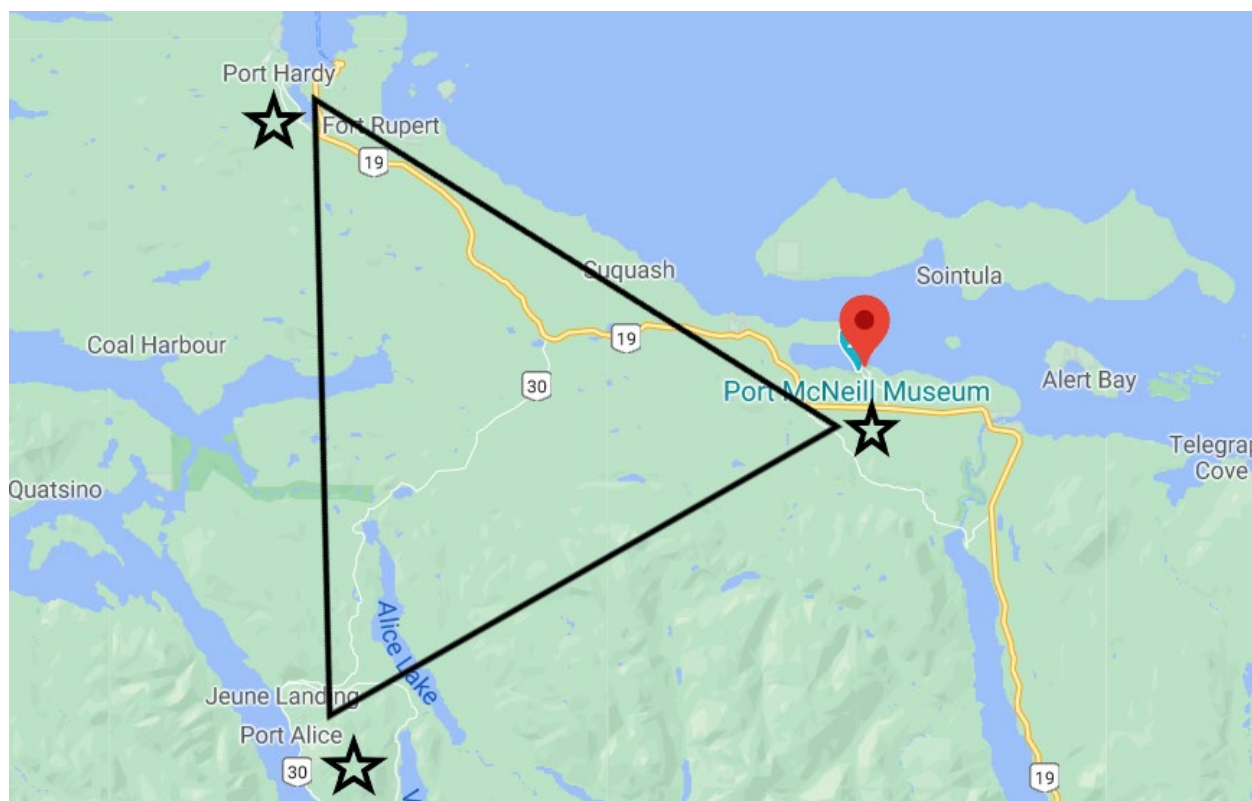
In some ways, the challenges faced by Tahsis seniors are not unique to Vancouver Island, British Columbia or Canada. In fact, a global environmental scan reveals some similarities in transportation challenges for seniors in many parts of the world.

Understanding this situation as one which is faced by many communities in many environments also offers an opportunity to gather different ideas, best practices and novel approaches. After conducting a scan of rural/remote seniors community transportation best practices, the following four communities were selected to be profiled as part of this study.

Volunteer Transportation Network (VTN)

Name	Volunteer Transportation Network (VTN)
Location	Town of Port McNeill, Vancouver Island BC Population, 2064
Coverage Area	Port McNeill, Port Hardy & Port Alice within the Regional District of Mount Waddington
Proximity to nearest town/goods and services	Port Alice to Port Hardy: 50km Port Alice to Port McNeil: 54km
Vehicles	Personal vehicles + 1 new mobility bus for 7 persons using mobility aids
Drivers	Volunteer only, reimbursed \$0.50/km
Fares	Donation only

Funding	New Horizon for Seniors Grant, sustainability capital funding from the Regional District, local businesses and private donations
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Overview of Service

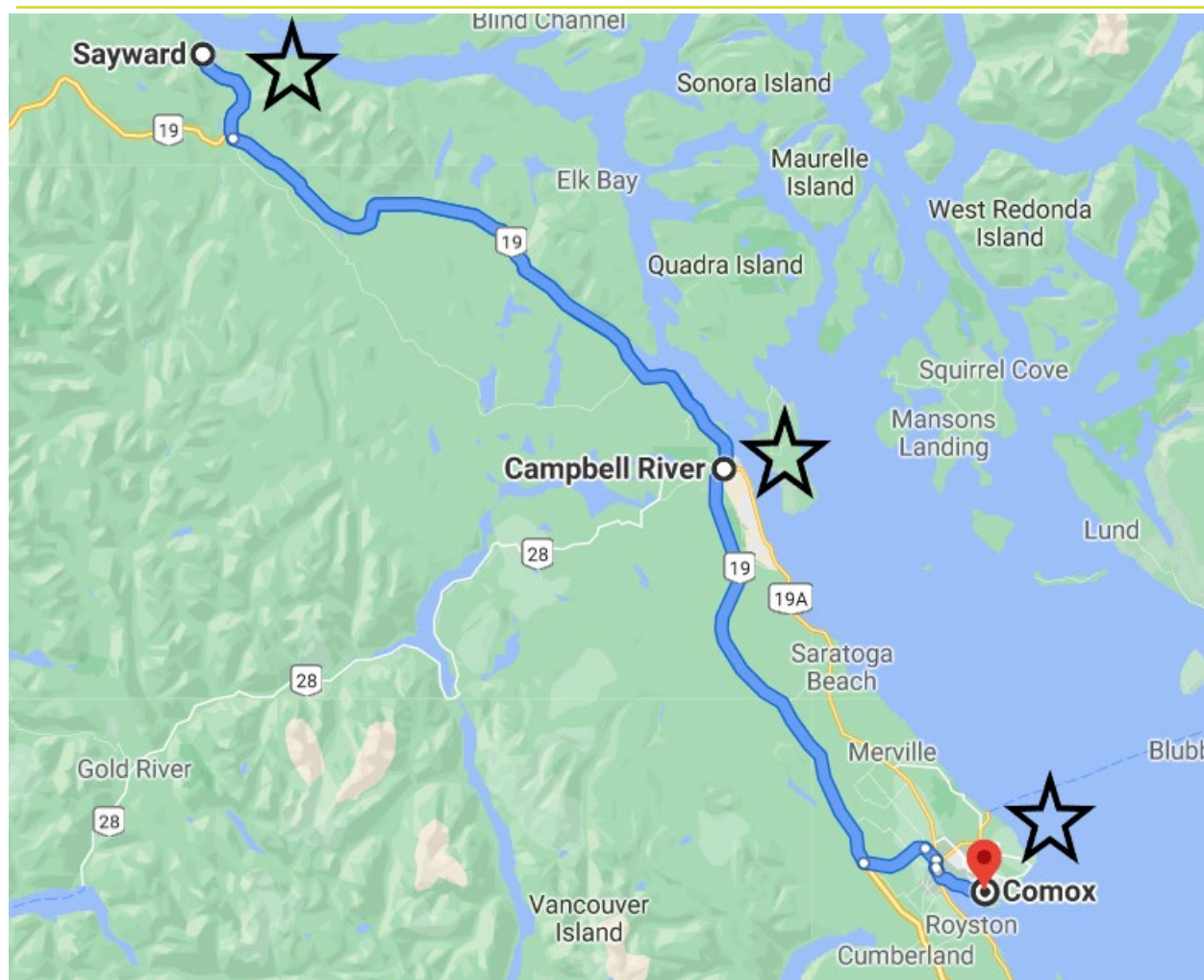
The Volunteer Transportation Network (VTN) is a volunteer based; driver supplied on-demand service. Dispatch and registration are controlled through the non-profit organization; North Island Community Service, which is partner of Mt Waddington Regional District. Residents register with the VTN and define their needed level of service. When they book a trip, they call the North Island Community Service. The dispatch pairs them with active volunteer drivers to schedule the trip, usually coordinating with other riders along a similar route.

Drivers must supply VTN with drivers abstracts, criminal record check, and attend a half-day workshop with the program coordinator and the RCMP. The cost per km is minimal. While it keeps costs down, it may deter drivers. Other services in the region include Wheels for Wellness, Handy Dart, and the municipal transit system of Mt Waddington. VTN will often coordinate with these other agencies to transfer riders. Normally they

only take people to town. In 2019 they had 883 registered riders and did 482 trips, many of which combined multiple riders. During Covid19, volunteers have been collecting peoples' groceries. It has been successful enough that they are now considering continuing that service post-Covid19.

Village of Sayward Seniors Van

Name	Seniors Van
Location	Village of Sayward, Vancouver Island BC Population, 311
Coverage Area	Sayward, Comox and Campbell River within the Regional District of Strathcona
Proximity to nearest town/goods and services	Sayward to Campbell River: 75km Sayward to Comox: 132km
Vehicles	Village owned 2016 Dodge Caravan
Drivers	Volunteer only
Fares	Donation only, suggestion of \$25 for a return trip to Campbell River and \$50 donation for return trip to Comox
Funding	Age-Friendly Grant (\$8,000 toward purchase of van), Village donation of \$5000, independent fundraising in increments of \$50-\$500



Overview of Service

The Sayward Seniors Van is a semi-regular, volunteer run service with varying hours to accommodate the needs of the riders. Drivers are volunteer only, and operate the van that is owned by the Village. There are currently three drivers, all of whom registered by providing a driver abstract and a criminal record check. The only vehicle is a 2016 Dodge Caravan, which seats seven, cost \$21,000 and is owned by the Village of Sayward. The insurance for the vehicle is rolled into the fleet insurance for all of their municipal vehicles.

The van started with a focus on seniors, but now it's open to all adults (19+). The scheduling for the van is run through the municipal office. People call the recreation center with their request and the dispatcher schedules the trip. Usually, the van goes

twice a month on every other Wednesday, approximately 24 trips per year. They take people to appointments/shopping around town, then pick everyone up. Each trip is different, adjusting to the needs of the passengers on a given day. Trips during the winter may be less frequent, or shorter. The trip schedules are posted in the Sayward Valley Newsletter.

Space is limited with a full van, so a full vehicle means fewer groceries per person. The capital cost of the startup was a \$25,000. The Age Friendly Grant allowed only \$8,000 as the maximum that could put toward buying a van. The village donated \$5,000, and an individual donated \$5,000.

The remaining cost was raised through independent fundraising. The Village sent a letter to local businesses describing a reward system for a donation. They created a wall of fame in the local recreation centre, on which everyone who donates between \$50-\$200 (not for a ride) is commemorated on a simple plaque. Any entity that donates more than \$200 is recognized with a larger plaque and their logo on the back of the van. This included the Village of Sayward and the Age Friendly Grant program. The Village was even able to reduce the cost of adding decals to the van by including the logo of the auto-body shop that did the work. The van now boasts several donor logos and 'service by donation' is prominently featured.

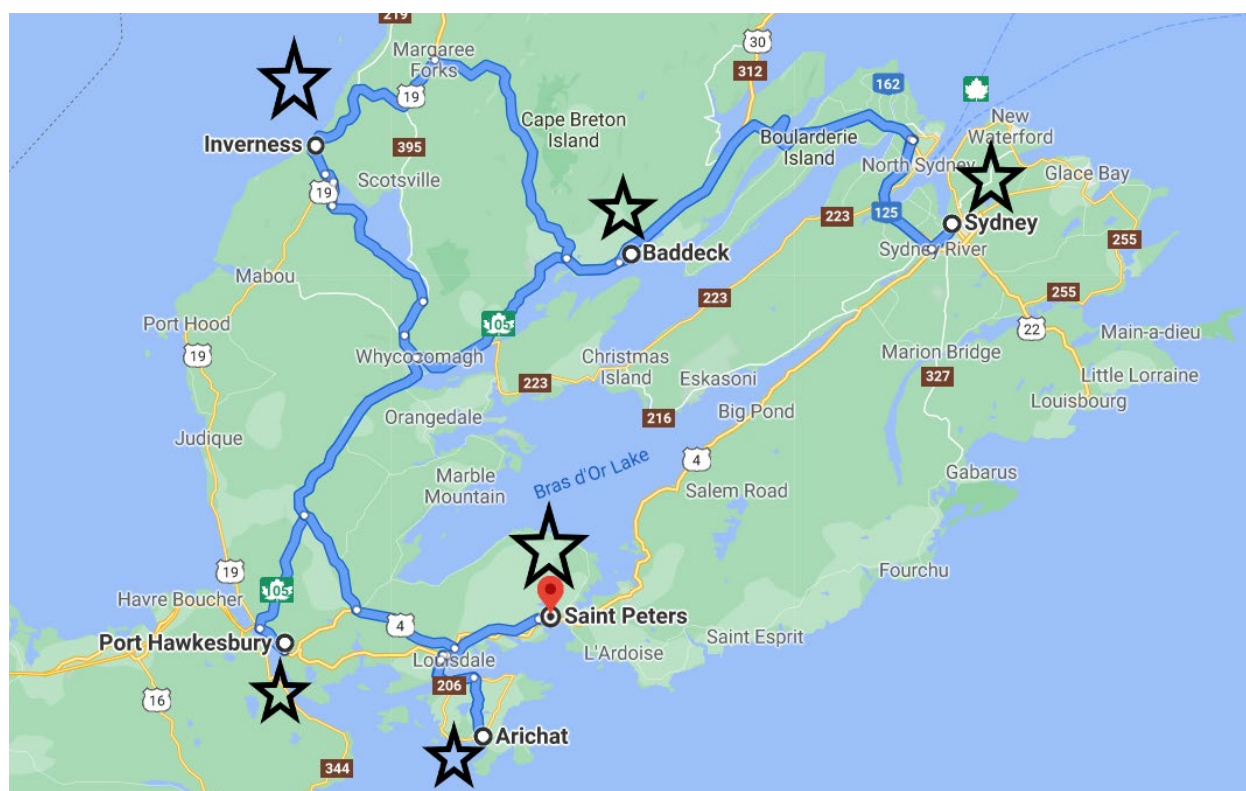
Since the van is owned by the village, any excess money from fundraising is put in a special account, rather than the general ledgers. The program still receives approximately \$500 per year in independent donations. All donations are kept in that account as a maintenance and operations general fund.

In response to the Covid19 pandemic, the van is now also picking up some online grocery orders in coordination with collecting stock for the recreation centre. It also collects donations from the food bank in Campbell River to bring back to the community.

Nova Scotia, Victoria County Transit

Name	Victoria County Transit (Strait Area Transit)
Location	Village of Baddeck, Victoria County, Cape Breton Island, Nova Scotia Population, 769
Coverage Area	Village of Baddeck, Sydney, Inverness, Saint Peters, Port Hawkesbury and Arichat
Proximity to nearest town/goods and services	Baddeck to Port Hawkesbury: 93km Baddeck to Sydney: 79KM

Vehicles	2 Accessible mini-buses
Drivers	3 Hired Drivers
Fares	Flat rate of \$5.00 per one-way trip anywhere in coverage area. Outside coverage area is \$5.00 + \$0.55/km
Funding	Nova Scotia Provincial Grants & Municipal Transit Funding



Overview of Service

Strait Area Transit is a non-profit, community-based transit system that connects rural communities across Cape Breton Island, Nova Scotia. It began over 13 years ago with a small grant and two cars and has grown into a nine-vehicle fixed route service with dial-a-ride and charter service options. Successive grants

for new accessible vehicles and operating expenses has led to a still-growing transportation service. Victoria County Transit is a new, independent sister service that



operates for the rural communities in Victoria County. The services overlap slightly, but generally passengers take journeys within their coverage area.

The service is a pre-booked, door-to-door service that is fully accessible for persons with disabilities. The booking, and administration for both services, is centralized in Port Hawkesbury. In 2019 Victoria County Transit completed a total

of 615 one-way trips, using three drivers and two accessible vehicles.

New vehicles are purchased through provincial grants. Fuel costs are very high over a large rural area. Provincial grants include: Accessible Transportation Assistance Program to assist with the purchase of vehicles, the Nova Scotia Transit Research Incentive Program and the Public Transit Assistance Program.

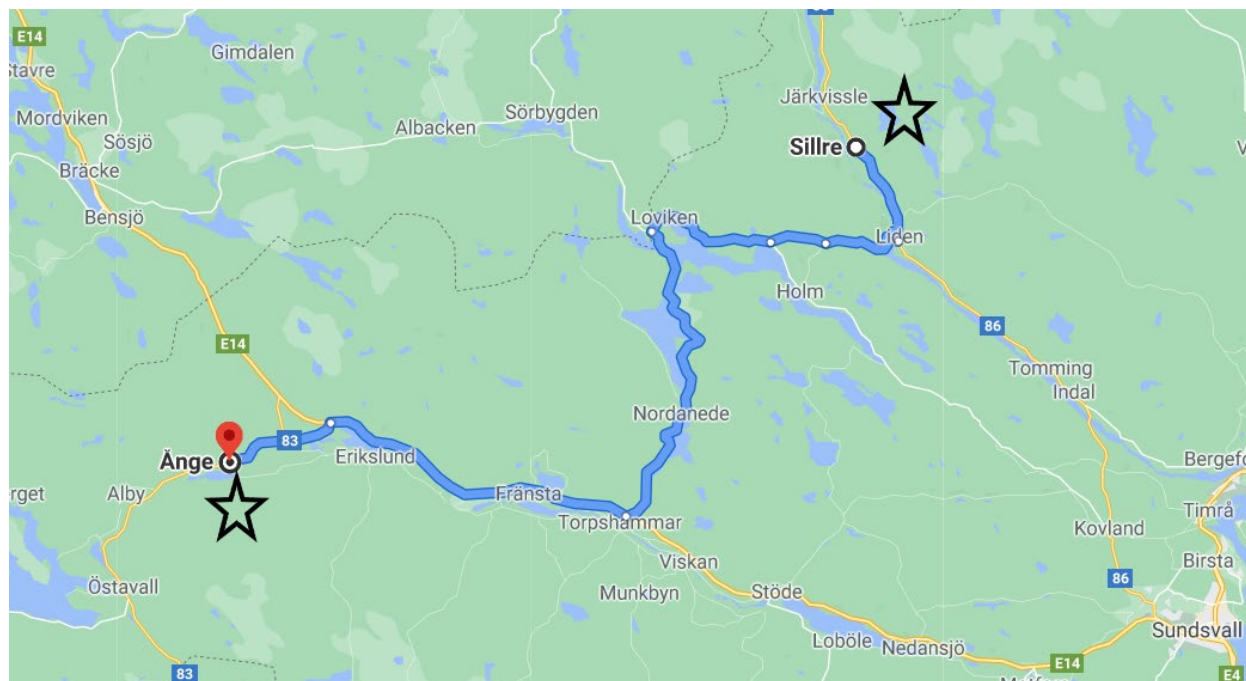
Strait Area Transit and Victoria County Transit are each their own non-profit cooperative governed by their own boards of directors. The director answers to both boards. Strait Area Transit administrates both agencies, meaning the only employees of Victoria County Transit are drivers. Strait Area Transit has a Director, one Dispatcher, one Mechanic, and nine full-time drivers, three of which are Victoria County Transit Drivers.

Photos courtesy of <https://www.vctbus.ca/our-people>

Village Bus of Kölsillre Sweden

Name	Village Bus of Kölsillre
Location	Village of Kölsillre, Västernorrland County, Northern Sweden Population: 100
Coverage Area	Town of Ånge, Västernorrland County, Northern Sweden Population: 2872
Proximity to nearest town/goods and services	Kölsillre to Ånge: 45km
Vehicles	1 mini-van, rented from private company
Drivers	Various residents
Fares	Free, initial pilot funded the cost and after pilot there is a law in Sweden that you can only charge for transportation if it is a professional driver, it remains free today

Funding	Start-up funding from European Union Regional Development Fund via the Northern Periphery Programme 2007-2013
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Overview of Service

The Village Bus of Kölsillre in Northern Sweden began as a pilot funded through the Rural Transport Solutions program funded through the European Unions Regional Development Fund for the Northern Periphery Program. The pilot aimed to help peripheral and remote communities on the northern margins of Finland, Scotland, Sweden and Iceland to overcome the limited availability of public transit in areas with low population density and an aging population.

The Village Bus is administered by the municipality through a nine-seater bus which is rented through a private company. The bus is driven by local residents who have a valid drivers license. The bus is stationed in the Village and mostly drives towards the bigger town of Ånge located 45km away. There are no fixed routes or departure times, instead residents make a trip request through a local website. Seniors have the option of booking a seat on an existing route or to create a new one. The website notifies volunteer drivers when there is a new request and they login to confirm/accept the trip.

During the pilot riders were able to ride free of charge and that continues today, however, the Village is petitioning to have a by-law amended regarding charging fares on "non-professional"

transit vehicles. They hope to begin to be able to charge a fare in order to sustain the cost of the program in the future.

This pilot was considered wildly successful both from an economic perspective and a social benefit. The bus averages about 340 passengers per month, which is approximately 4100 riders per year. This is substantial for a small community with a population of only 100 inhabitants. The operational cost is around 7.26€ per person and 0.61€ per km. Additionally, they have completed several studies that demonstrate residents feel less social isolation, more connected and have the continued ability to live and age within their community.

The Village Bus recently won an award for Best Solutions in Public Transport in Sweden for its outstanding results for socio-economic impact from the Swedish Public Transportation Association.



Key Findings

The Tahsis age-friendly transportation survey was conducted in the summer of 2020 to understand the travel patterns, needs and barriers of the community and to gain the feedback required to develop transportation options. There were 81 responses to the survey representing an approximate response rate of 33%. For those aged 65 and over, the response rate was nearly 75%.

Below is a graphic summary of the most prominent findings:



How are Tahsis residents currently travelling?

- 37% are travelling as a passenger in a family car
- 55% of residents own at least one vehicle, 43% own 2 vehicles
- 94% have a valid driver's license

How frequently are Tahsis residents currently travelling?

- Frequent travel to Campbell River, 40% are travelling to Campbell River several times a month or more
- Six respondents travel per day to Campbell River, extrapolated to entire Tahsis population = 17 trips per day

Why do Tahsis residents travel to Campbell River?

- 62% report travelling to Campbell River to as a requirement to access groceries and shopping
- 24% report that all or most of the time they are travelling to Campbell River, they are travelling for medical purposes

Desired destinations for out of town travel are predominately located in downtown Campbell River.

Destinations are listed in order of popularity:

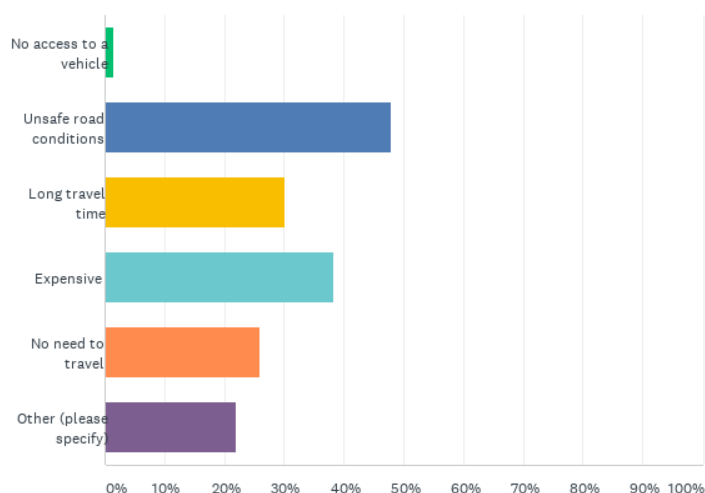
1. Discovery Harbour Centre
2. Walmart Supercentre
3. Shoppers Row (Downtown)
4. North Island Hospital
5. Gold River Medical Centre, Ex-Ray Lab
6. Gold River: Canada Post/Library/Liquor Store/Pharmacy

Meeting essential needs are a main component of the reasons to travel to Campbell River. Shopping, food and health and were the most common reasons for current travel and of unmet demand. 55 respondents indicated that they drive themselves when travelling outside of Tahsis. This, in conjunction with the moderate number of individuals who indicated they travelled as passengers in a car, suggest that many current trips are solo trips. Solo trips and concerns over travel costs increases the likely success of rideshare, or volunteer driver, community transportation options.

"It would be great if the transportation can connect to other transportation systems in Campbell River with an online/phone call reservation. The availability of this transportation could improve the life of villagers"

Likely due to shopping being the most common purpose to travel, there is a lot of flexibility reported in travel times. 61% of respondents need four to six hours in Campbell River. Wednesday is the most common day of travel with limited trips on Sunday. On average, six respondents travelled to Campbell River per day; a number that increases to 17 when extrapolated to Tahsis' entire population.

What are the barriers to transportation for Tahsis residents?



- 47% reported that they are prevented from travelling more because they do not feel safe driving at their age or with a disability due to the length of trip and road conditions
- 17% identify as a person with a disability that affects their ability to travel

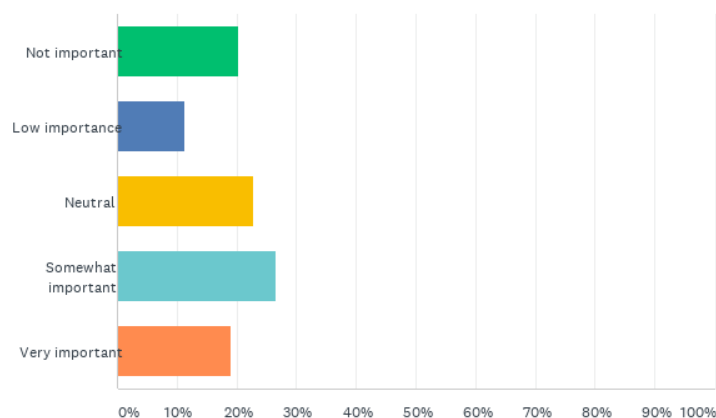
Respondents identified key barriers including poor road conditions, costs, and long travel time. **Road improvements** would help to address those barriers and **support for that project is widespread**. A community transportation transit solution would also help to reduce costs and concerns about travel safety. Safety concerns often involved a sense of declining abilities with age including trouble seeing at night. Winter travel was particularly concerning because of slippery conditions at elevations on the 60km stretch of unpaved gravel road and the shorter periods of daylight for the long travel journey.

"The road to Gold River should be paved like the road to Port Alice. Same size community"

Are Tahsis seniors interested in a community transportation solution?

The majority of respondents were supportive of a community transit service. 46% of respondents indicated that a service was somewhat or very important to them and 23% were neutral.

Approximately half of respondents were open to using a service depending on the cost.



How satisfied are Tahsis seniors with the current transportation options within their community?

Most respondents were happy with the transportation situation within the village. Most residents report that they are driving within the town but a sizable portion do walk and bike. There were some concerns regarding long distances, hills and sidewalk conditions, or a lack of sidewalks, for those walking and biking, and road conditions, for those driving. In terms of what could be improved, respondents overwhelmingly supported more benches to help seniors rest and to break up walk lengths. **Specifically, we received over 32 comments about the need for more benches along the main walking routes connecting the town.** There was some support for increased sidewalk/pathway implementation and a bike or golf cart share.

"I am hoping for transportation to and from Campbell River before I have to give up driving. Otherwise I will have to leave Tahsis. I do not want to leave - Tahsis is my home"

Recommendations

The objective of this Study was to settle upon a recommendation that is realistic and achievable for the Village and would have the highest potential for transportation improvement. Additionally, the goal was to generate recommendations that could also be acted upon in a timely way and create realistic change options in the short term.

The course of this work has revealed **three core strategies** that were identified and explored to improve the current transportation environment in Tahsis:

1. **Improving the road**
2. **Trip reduction**
3. **Trip provision**

STRATEGY 1 Improving the Road

The travel experience is highly impacted by the directness and quality of the road network. Improvements to the roadways will decrease the overall travel time and improve the safety and accessibility of the route. This is a longstanding concern for the Village of Tahsis and advocacy initiatives have already been undertaken with the provincial government. It is recommended that this advocacy work continue however, because the success of this initiative is largely outside the immediate influence of Tahsis residents it is recommended that other strategies be explored to ensure the transportation needs of Tahsis seniors are addressed.

RECOMMENDATION 1.0 Continue to advocate and pursue safety improvements to Head Bay Road

STRATEGY 2 Trip Reduction

Another avenue for closing transportation gaps for Tahsis seniors is to decrease the amount of travel that is required of them. Reducing the frequency and need for travel lessens the negative impacts of the travel experience for individuals. There are three ways this could be achieved:

- a) *Coordinated Bulk Shopping*
- b) *Increased Tahsis Services Days*
- c) *Strengthening the Electronic Highway*

Coordinated Bulk Shopping

The survey revealed shopping trips are the primary reason Tahsis residents travel outside of their community (62%). Coordination of shopping needs would reduce the number of trips and may even reduce costs to individuals. Shopping coordination is achieved through both individual orders and larger bulk purchases. Orders could be delivered to residences or to a community site and could be organized as individual orders, as a regular subscription, or in bulk to be redistributed. It was identified in the World Café on October 8th, 2020, that several informal services exist to either deliver grocery orders or prepare individual food hampers from bulk purchases. There is an opportunity to increase the efficiency and lower costs of these initiatives through further consolidating and coordinating these services.

RECOMMENDATION 2.0 Village shall support the community to formalize coordinated bulk shopping services

Tahsis Service Access Days (TSAD)

There is also an opportunity to further reduce the need for transportation by strengthening partnerships with service providers to increase the type and frequency of services that can be accessed and be offered within the Village. An example of this would be a Dental clinic coming to Tahsis where patient care is coordinated in town. The survey identified that 43% of residents require future travel to Campbell River to access services such as medical, dental and veterinary care. Generating more service days for needed services within Tahsis can be achieved by contacting the local business to determine the threshold or number of appointments needed to generate a service day in the Village.

RECOMMENDATION 3.0 Village shall designate the Tahsis Seniors Society to launch a campaign to bring more Service Access Days to Tahsis

Strengthening the Electronic Highway

This strategy is a direct output of the World Café community engagement session where a Tahsis resident demonstrated that after sustaining an injury during the initial stages of the covid-19 pandemic, they were able to access an array of health services virtually, that otherwise would have required them to travel into Campbell River. This included virtual appointments with surgeons, physiotherapy sessions, treatments for arthritis etc. While this was made possible due to the pandemic, it highlighted an opportunity for Tahsis to strengthen the 'electronic highway' in order to reduce the need to travel outside of the community. Tahsis can improve its electronic highway by launching a campaign to get more service providers to offer virtual appointments and to help more Tahsis seniors feel comfortable in accessing the services virtually.

RECOMMENDATION 4.0 Village shall investigate options to increase virtual services such as establishing a program where volunteers call major service offerings and ask if they can be converted to virtual appointments

STRATEGY 3 Trip Provision

There are many variables for the Village of Tahsis to consider when it comes to providing a transportation option for seniors. To highlight these variables, a transportation options matrix has been created to visualize the series of choices.

Trip Provision - Options Matrix

	Vehicle	Schedule	Drivers	Fares
Village owned Van	✓			
Private Vehicles				
Fixed Schedule		✓		
On-Demand Schedule		Tahsis needs a hybrid option		
Volunteer Drivers			✓	
Paid/Reimbursed Drivers				
Set Fare				✓
Donation Only				

The headings across the top row; vehicle, schedule, drivers and fares represent the four categories of choices and the options along the side column represent the decision points.

Choice 1 – Vehicle

At the highest level there are two main approaches to providing trips: *village owned van* or *private vehicle rideshares*.

A community vehicle would be owned and operated by either the Village or a community group, whereas a private vehicle would operate as a rideshare service like Uber for example.

During community consultation it became clear that a private vehicle operating as a rideshare would not be a viable or realistic option. There were many findings to support this decision, predominantly these include:

- community members did not want to use their own vehicle for this service as they were concerned about the wear and tear/ general maintenance costs that would affect them as well as personal insurance concerns.
- community members were fearful that if the vehicle was not owned and operated by the community, that the standards of safety and cleanliness would be a cause for concern.
- consultation with the Ministry of Transportation & Infrastructure cited that insurance can be costly for private vehicles when operating as a rideshare because it is considered a revenue generating business as opposed to the non-profit community vehicle.

Therefore, it is recommended that a community owned vehicle be explored for the Village of Tahsis. This vehicle could be purchased by the Village through a combination of community grants, donations and fundraising. Alternatively, a new community group such as the Tahsis Transportation Service (TSS) could be established and purchase the vehicle through the same funding means.

RECOMMENDATION 6.0 Village shall focus transportation efforts towards securing a community owned and operated vehicle

Choice 2 – Schedule

Here we compare the options for a *fixed schedule transportation service* versus an *on-demand service*.

Fixed schedule: transportation is provided by a regularly scheduled service which is operated in a consistent manner.

Benefits include that once established; very little coordination effort is required. Residents can plan around the scheduled service. The cost of providing this service is also relatively stable and predictable. Drawbacks include that there is potential for inefficiencies as schedules may not align with individual travel needs.

On-demand: transportation is requested by individual community members and is then coordinated and grouped with other trips.

Benefits include that the service would be flexible and trip efficiency would be improved as trips are closely aligned with individual transportation needs. Drawbacks include the significant level of coordination it would take to administer a fully on-demand transportation service.

Given the geographical considerations, where transportation is not as simple as a request to travel just a few kilometers down the street, compounded by the survey findings that **62% of Tahsis travelers need at least four to six hours at their destination in Campbell River before a return trip**, it could become highly problematic and expensive to run an on-demand service.

Given the uniqueness of the Tahsis transportation needs, it is recommended that neither an entirely fixed-schedule or on-demand service will prove effective. Rather, it is recommended that a hybrid model be explored whereby the service largely runs on a regular schedule that allows for occasional on-demand services where the need arises. This recommendation is driven by the data which shows the bulk of Tahsis trips, at 68%, are discretionary trips such as shopping, which can be planned and aligned with a regularly scheduled service.

RECOMMENDATION 5.0 Village shall begin exploring and establishing a hybrid model of transportation that utilizes a regularly scheduled service with the option for on-demand trip requests

The remaining trips at around **17-32% are trips which the Tahsis resident has limited control over, i.e. a scheduled medical appointment with a specialist**. These trips are very important to the health and well-being of seniors and are vital to seniors being able to successfully age-in-place within their Tahsis community. Such trips can be requested, through the transportation service administration, who will determine the feasibility and look for opportunities to group on-demand trips together where possible. The hybrid model provides the Village of Tahsis with two things that are crucial for seniors' transportation: predictability and flexibility.

Choice 3 – Drivers

Options for securing drivers include creating and hiring paid driver positions, establishing volunteer driver pools or recruiting volunteer drivers who get reimbursed a set dollar value based on the total kilometers driven. Beginning with the latter option of reimbursing drivers on a per km basis, this can be eliminated as it is used during transportation solutions where the volunteer driver is using their own vehicle, such as the Volunteer Transportation Network outlined in the scoping review.

Based on further findings from the scoping review as well as factoring in the limited fiscal resources available for the Village, it is determined that establishing a pool of volunteer drivers is the recommended option. Further support for this decision was obtained during a stakeholder call with the Ministry of Transportation and Infrastructure who confirmed that there is a significant economic advantage to utilizing a volunteer only driver pool as communities are able to avoid the increased insurance costs that come with paid driver transportation solutions.

Furthermore, the scoping review demonstrated that it is best practice for all volunteer drivers to complete driver screening requirements. This includes obtaining RCMP criminal reference checks for working with vulnerable sector populations and attending mandatory driver training. This helps to ensure the safety of all passengers.

RECOMMENDATION 7.0 Village shall recruit a pool of volunteer drivers which will be required to obtain the appropriate background checks and complete required training

Choice 3 – Fares

To determine whether the Village of Tahsis should charge a fare to passengers, what that fare amount should be and/or whether a donation only system could be applied, both the scoping review and the survey results were analyzed. As noted earlier in this report, Tahsis does have a higher than average number of low-income seniors and affordability of transportation is a significant consideration.

Consequently, the Village of Tahsis has limited economic funding for transportation and an entirely free transportation option would require significant funding from private

donors. There are large variances in the operating and maintenance costs for community transportation solutions. The 2019 Tsa'Xana and Gold River transport Feasibility Study provides rough order of magnitude costs for owning and operating a village vehicle at \$1500 per month. The Village of Sayward was able to purchase a 2016 Dodge Caravan for \$21,000. Therefore, it does not appear feasible that the Village of Tahsis can offer free transportation.

Specific analysis is needed once a vehicle is purchased and the ongoing operating and maintenance costs can be properly itemized. However, the scoping review indicates that a range of \$25 to \$50 per trip would be an appropriate starting point. At a high-level the survey did indicate that Tahsis residents were willing to pay a fare within the lower half of that range at around \$25-\$35 per trip.

RECOMMENDATION 8.0 Village shall establish a fare for transportation services and explore options for financial relief for those most in need within the community



Next Steps

The transportation challenges that Tahsis faces are such that there is no single solution or initiative that will resolve them entirely. Instead, the recommendation is a staged approach, one that will effectively make incremental steps in closing the transportation gaps for seniors.

Below is a high-level recommendation for a tiered approach which ensures continual actionable steps are being taken to improve transportation and quality of life for seniors in Tahsis.

Stage 1

- continue advocacy for road
- coordinated shopping
- TSS begins Tahsis Service Access Days
- electronic highway
- apply for community vehicle funding

Stage 2

- purchase vehicle
- recruit pool of volunteer drivers
- create transportation schedule & get feedback from community

Stage 3

- establish fares
- complete driver training program
- recruit community members to pilot the service
- begin service

In conclusion, O'Hara Aging + Accessibility would like to thank the Village of Tahsis for this opportunity to collaborate on meaningful age-inclusive community solutions and to acknowledge the Union of BC Municipalities for their contribution through the Age-Friendly Communities Grant Program.



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Thank You



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H1

Tahsis Age-Friendly Transportation Planning Study

Final Presentation
November 17 2020

Agenda

- ▶ Who we are
- ▶ History & background:
 - ▶ 2019 Age-Friendly Action Plan
- ▶ Current project:
 - ▶ 2020 Transportation Study
- ▶ Survey results
- ▶ Ideas from other communities
- ▶ Recommendations
- ▶ Next steps



Who We Are: O'Hara Aging + Accessibility



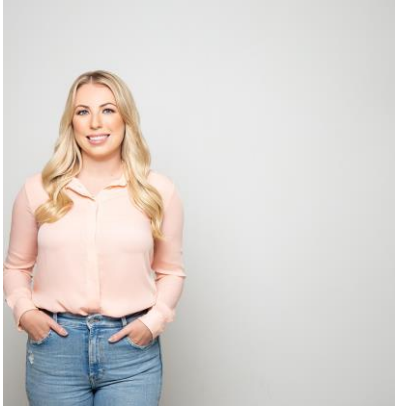
Our **vision**: *to make Canada one of the best places in the world to age.*

Our **mission**: *to provide services that contribute to age-friendly, inclusive and complete communities.*

- ▶ 14 years experience, located in Ontario, operating across Canada
- ▶ Tailored support for remote communities

Our Team

H1



Aislin O'Hara

Principal

Certified Professional
Consultant on Aging



Mitchell Underhay

Technical Lead

Candidate MCIP



David Margiotta

Project Manager

PMP



Ben Goodge

Left Turn Right Turn

Candidate MCIP

History & Background: 2019 Age-Friendly Action Plan

Our work began in 2019 with our age-friendly community action plan that aimed to:

“Ensure the Village is positioned through its plans, policies and programs to support and sustain active, social and independent lifestyles for its mature adults and seniors.”

Our team was contracted to:

- ▶ Identify gaps in programs and services to inform future strategies
- ▶ Develop realistic, achievable community action plan that improves quality of life for seniors in Tahsis now and in the future

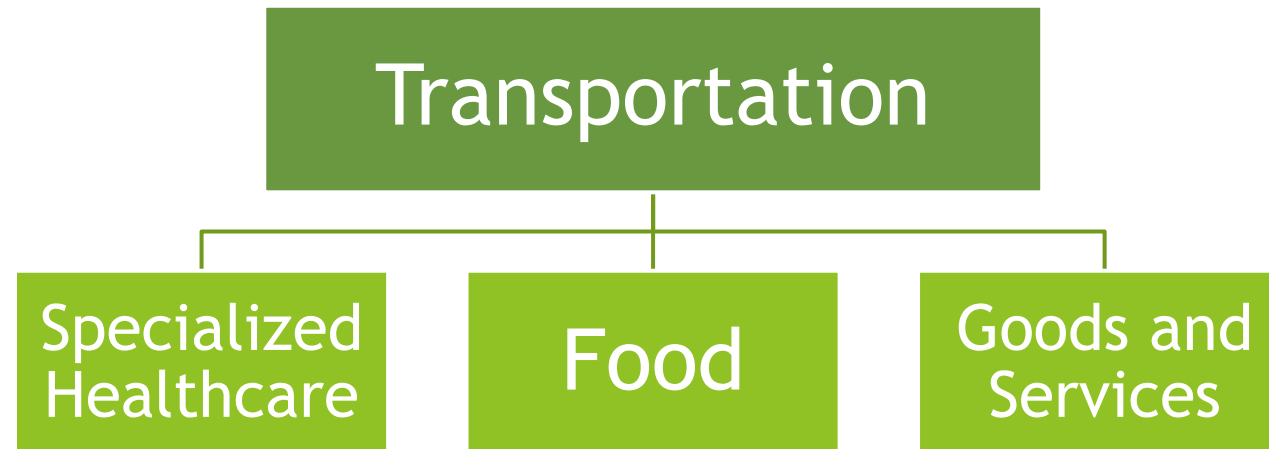
2019 Age-Friendly Action Plan

Outcomes:

- ▶ Tahsis-Age Friendly Action Committee (TAAC)
 - ▶ Council subcommittee to advise and champion any age-friendly initiatives

Key Findings:

- ▶ Transportation was the biggest barrier for the community



Current Project: 2020 Age-Friendly Transportation Study

1. Needs assessment

- ▶ Survey
 - ▶ How are people currently travelling? i.e. drivers or passengers?
 - ▶ How often are people travelling?
 - ▶ What is the main reason for travel? i.e. shopping or medical?
- ▶ Scoping Review
 - ▶ What are other communities, similar to Tahsis, doing for transportation?

2. Planning for the future

- ▶ Realistic options to help support seniors in Tahsis



2020 Travel Survey Results

2020 Travel Survey Results

H1

81 responses

46% of Tahsis seniors reported that a community transportation service is important or very important to them



Improve Head Bay Rd



People mostly travel to Campbell River for health, food and shopping



Unsafe road conditions and costs are the main barriers to travel



More people support a community transit service to Campbell River than not



More benches in Tahsis



2020 Travel Survey Results

H1

How are Tahsis residents currently travelling?

- 37% are travelling as a passenger in a family car
- 55% of residents own at least 1 vehicle, 43% own 2 vehicles
- 94% have a valid drivers license

How frequently are Tahsis residents currently travelling?

- Frequent travel to CR, 40% are travelling to CR several times a month or more
- 6 respondents travel per day to Campbell River, extrapolated to entire Tahsis population = 17 trips per day

2020 Travel Survey Results

H1

Why do Tahsis residents travel to Campbell River?

- 24% report that all or most of the time they are travelling to CR, they are travelling for medical purposes
- 62% report travelling to CR to as a requirement to access groceries

What are the barriers to transportation for Tahsis residents?

- 47% reported that they are prevented from travelling more because they do not feel safe driving at their age or with a disability due to the length of trip and road conditions
- 17% identify as a person with a disability that affects their ability to travel

2020 Travel Survey Results

Destinations in order of popularity:

1. Discovery Harbour Centre
2. Walmart Supercentre
3. Shoppers Row (Downtown)
4. North Island Hospital
5. Gold River Medical Centre, Ex-Ray Lab
6. Gold River: Canada Post/Library/Liquor Store/Pharmacy



Scoping Review: ideas from other communities

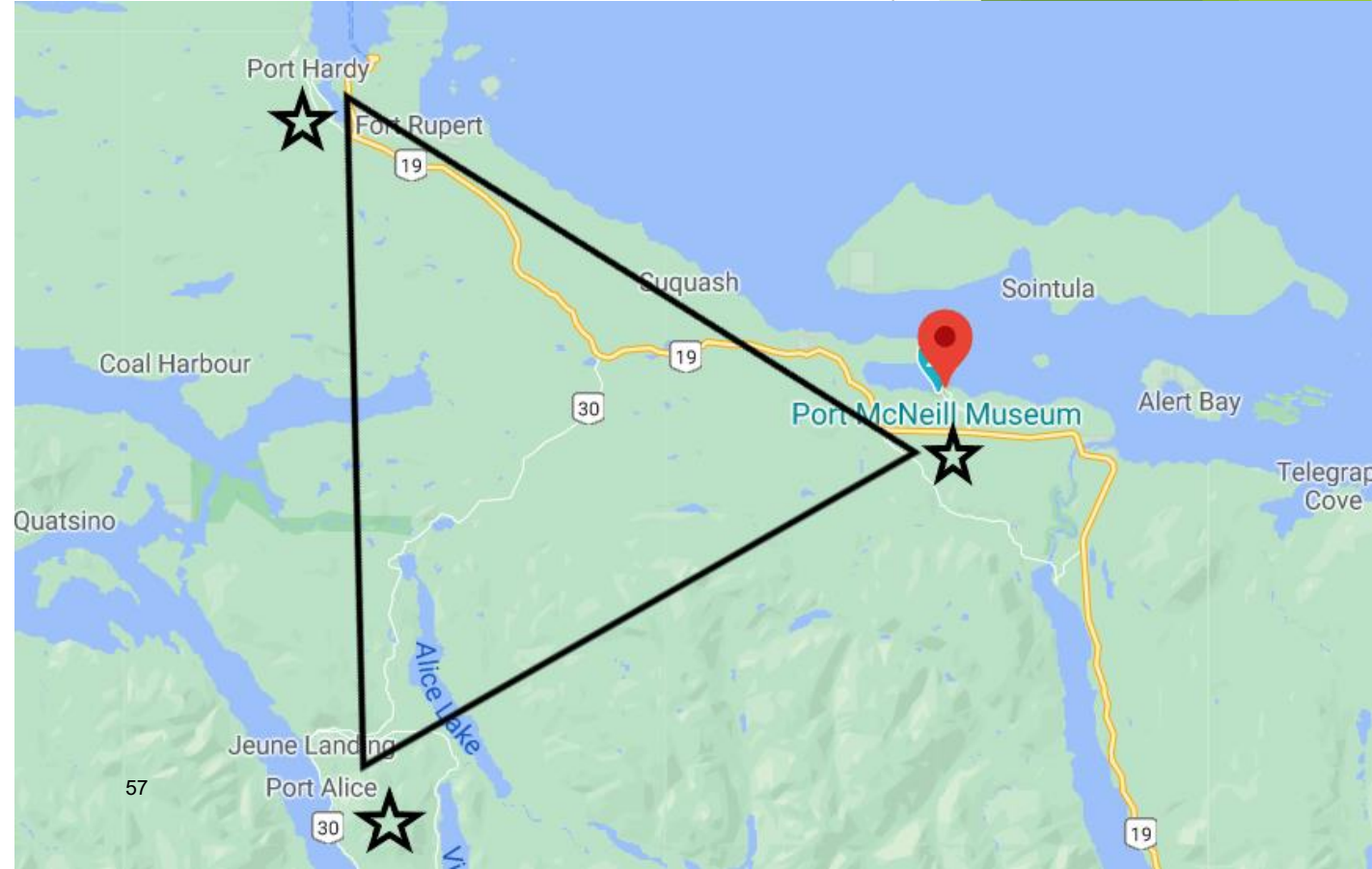
Location: Vancouver Island

Population: 2064

Coverage area:

- Port Alice to Port Hardy: 50km
- Port Alice to Port McNeil: 54km
- ▶ **Volunteer Drivers** - using their own cars are reimbursed on a per km basis
- ▶ **Donation only** ranging from \$0 - \$50
- ▶ **Funding:** New Horizon Grant, Regional District sustainability funding, local businesses, private donors

Port McNeill - Volunteer Transportation Network (VTN)



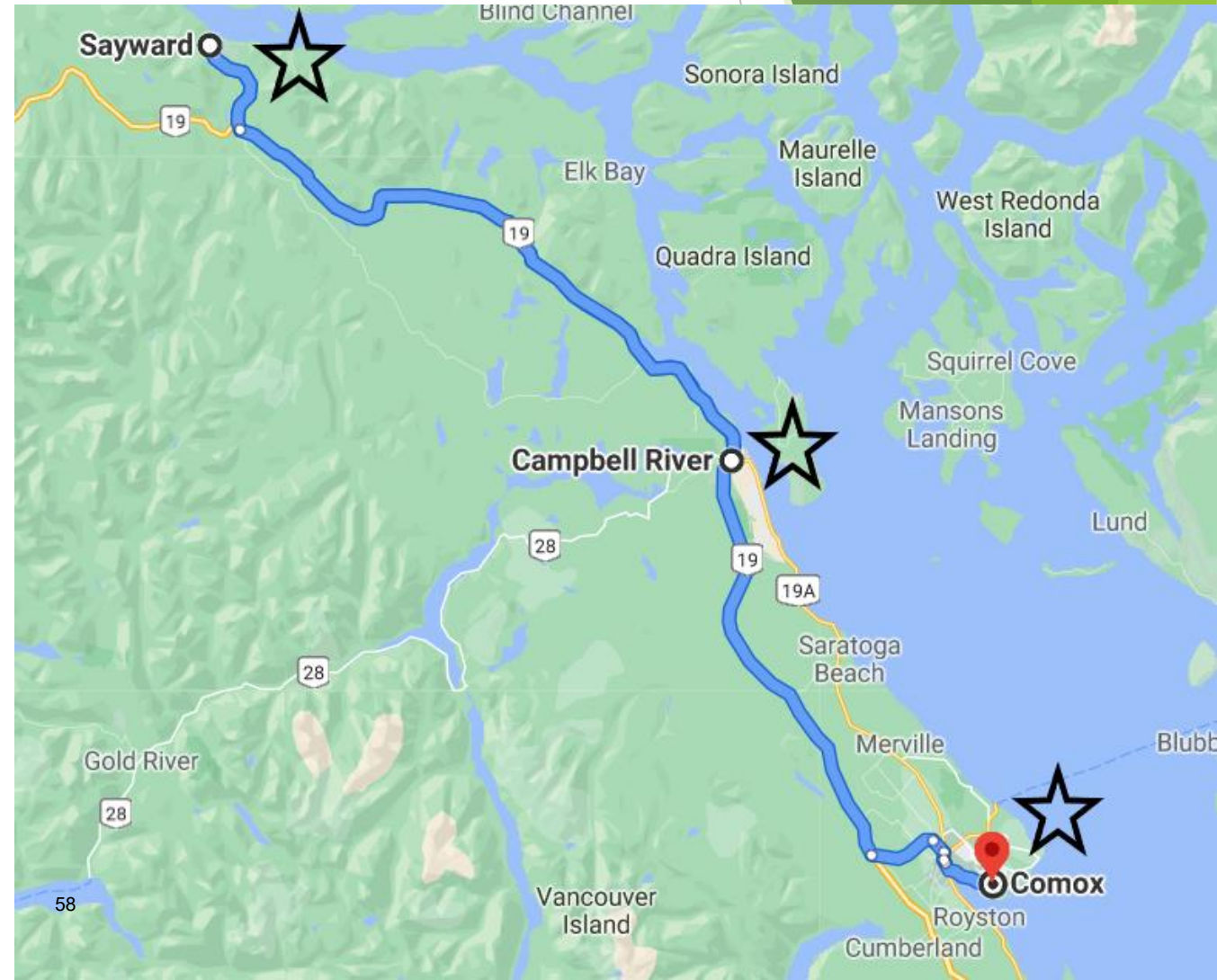
Location: Vancouver Island

Population: 311

Coverage area:

- Sayward to Campbell River: 75km
- Sayward to Comox: 132km
- ▶ **Volunteer Drivers** - using Village owned van 2016 Dodge Caravan
- ▶ **Donation only** ranging from \$25 - \$50
- ▶ **Funding:** Age-Friendly Grant, Village donation of \$5000, independent fundraising through local businesses

Sayward - Village Van



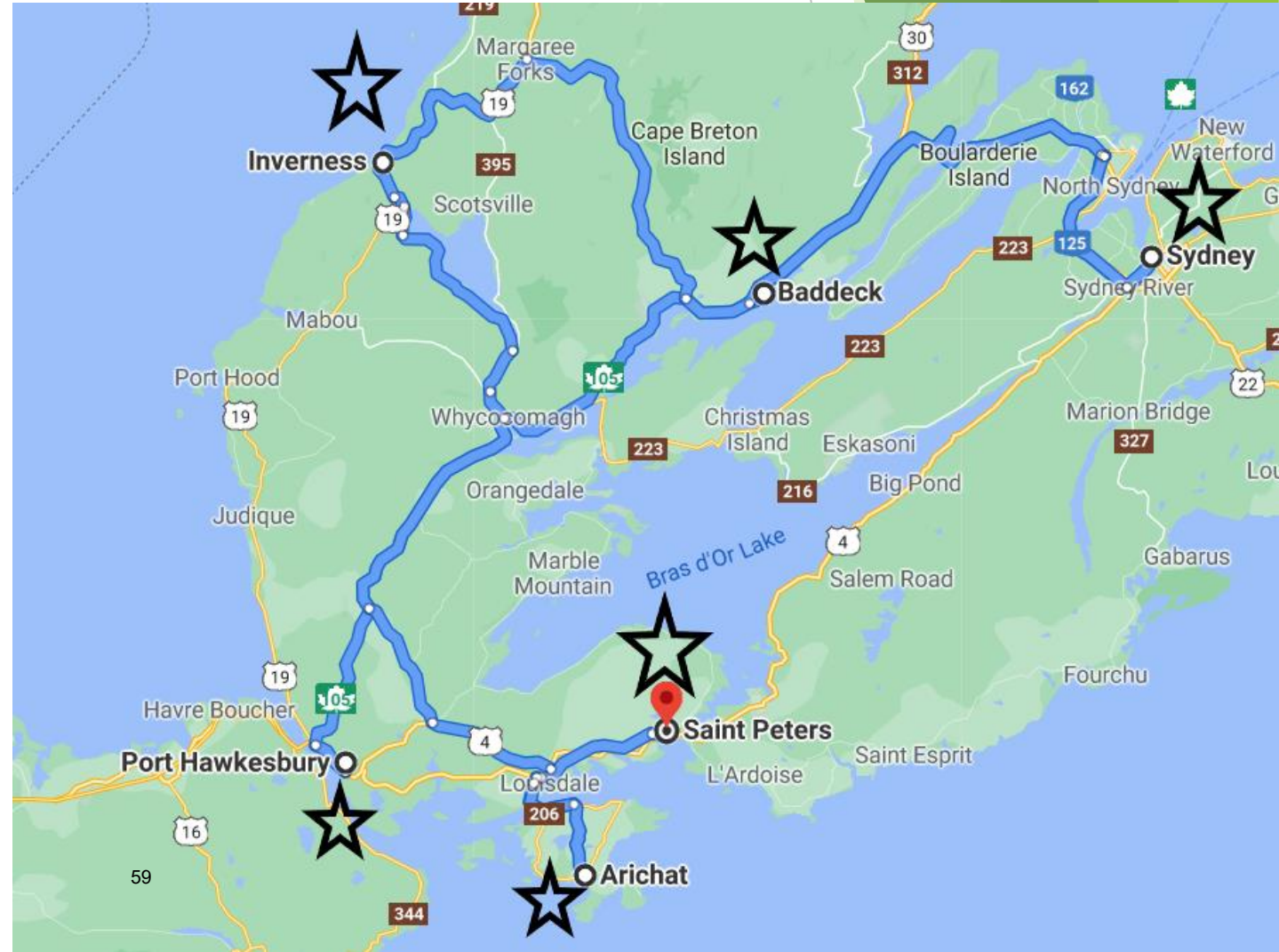
Location: Village of Baddeck,
Victoria County, Cape Breton
Island Nova Scotia

Population: 769

Coverage area:

- Baddeck to Port Hawkesbury: 93km
- Baddeck to Sydney: 79km
- ▶ **3 Hired Drivers** - operating 2 accessible minibuses
- ▶ **Paid Fare** - flat rate of \$5 per one way + \$0.55/km outside of area
- ▶ **Funding:** Nova Scotia Provincial Grants & Municipal Transit Funding

Victoria County Transit (Strait Area Transit)



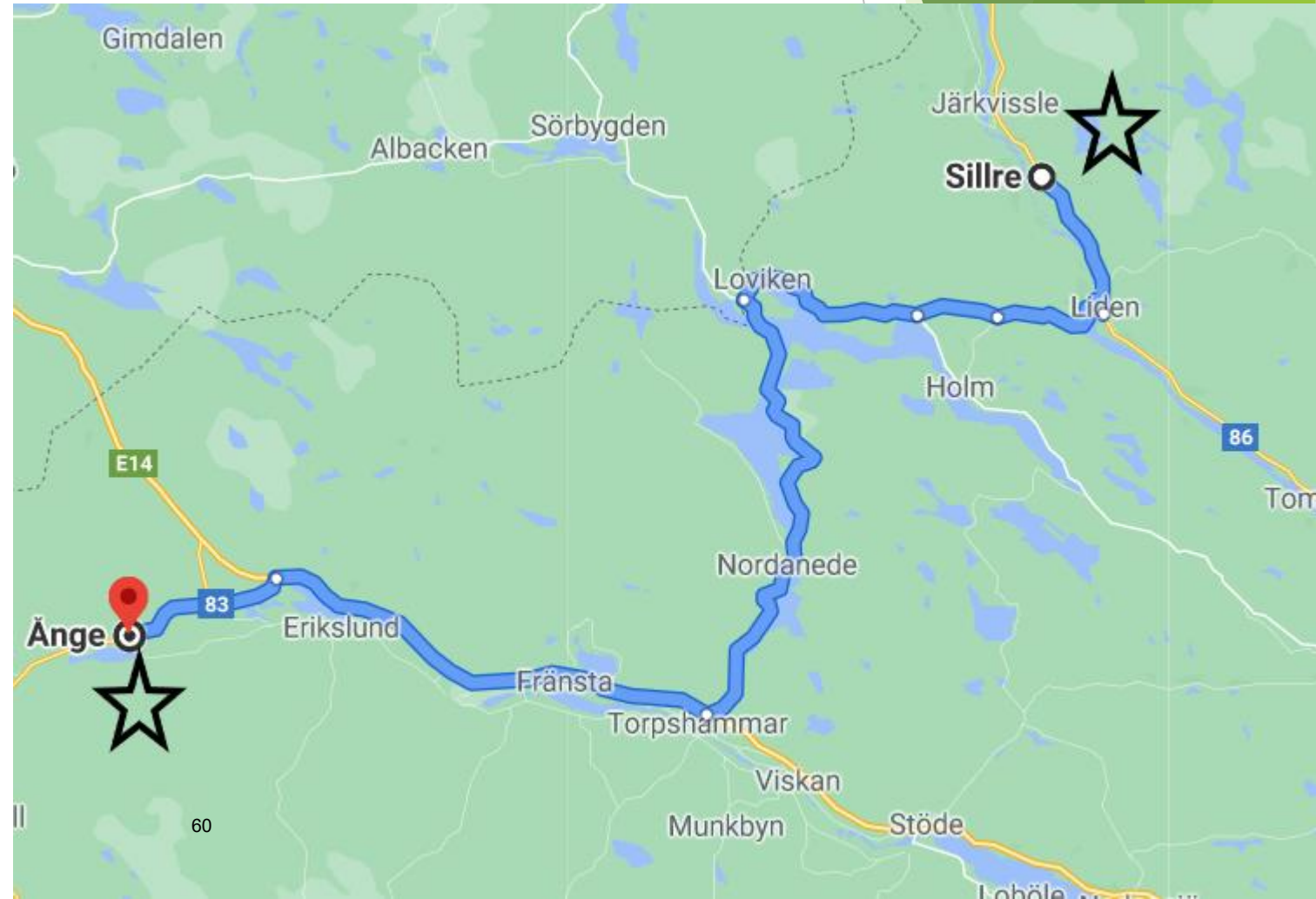
Location: Village of Kölsillre,
Västernorrland County,
Northern Sweden

Population: 100

Coverage area:

- Kölsillre: 45km
- ▶ **Volunteer Drivers** -
operating 1 mini-van rented
from private company
- ▶ **Free fare** - initial pilot
funded the cost
- ▶ **Funding:** European Union
Regional Development via
Northern Periphery
Programme

Village Bus of Kölsillre - Northern Sweden



World Café Feedback

H1

- ▶ Drivers using their own vehicles should be a last resort - concerns about vehicle cleanliness, maintenance and comfort and safety in another persons car. Risk of breakdowns and flat tires.
- ▶ Having something regularly scheduled would help people group appointments together and make plans.
- ▶ Flexibility is needed for medical specialist appointments where there is limited control over scheduling.
- ▶ Explore ways to increase social participation for a village van service, make it something fun!
- ▶ Summer would be the optimal time to roll out a pilot program

World Café Feedback

- ▶ A transportation service is vitally important for persons who are receiving life sustaining medical treatment. Without it, they are at the mercy of friends and family.
- ▶ Affordability - even if the fare was \$25, some people in the village can't afford that amount.
- ▶ Schedule the van around important dates such as the pension check/disability check day, because we know people need to travel on those dates.
- ▶ You have to have a contingency plan, i.e, if the road gets closed or there is bad weather. What is the back up plan.
- ▶ Continuing to support the “electronic highway” for Tahsis to encourage more people to do appointments remotely, where possible.



A scenic view of a lake with a wooden pier and a boat, framed by a wooden structure. The pier extends into the water, and a white boat is docked at the end. In the background, there are mountains and a forested shoreline under a cloudy sky.

Options Identification

3 Main Strategies



Final Recommendations

Strategy 1 - Improving the road

RECOMMENDATION 1.0 Continue to advocate and pursue safety improvements to Head Bay Road

Strategy 2 - Trip reduction

2a) Coordinated Bulk Shopping

RECOMMENDATION 2.0 Village shall support the community to establish one coordinated bulk shopping service

2b) Increased Tahsis Service Days

RECOMMENDATION 3.0 Village shall designate the Tahsis Seniors Society to launch a campaign to bring more service access days to Tahsis

2c) Strengthening the Electronic Highway

RECOMMENDATION 4.0 Village shall investigate options to increase virtual services such as establishing a program where volunteers call major service offerings and ask if they can be converted to virtual appointments

Final Recommendations

Strategy 3 - Trip provision





There are many variables for the Village of Tahsis to consider when it comes to providing a transportation option for seniors. To highlight these variables, a transportation options matrix has been created to visualize the series of choices.

The headings across the top row represent the four categories of choices and the options along the side column represent the decision points.



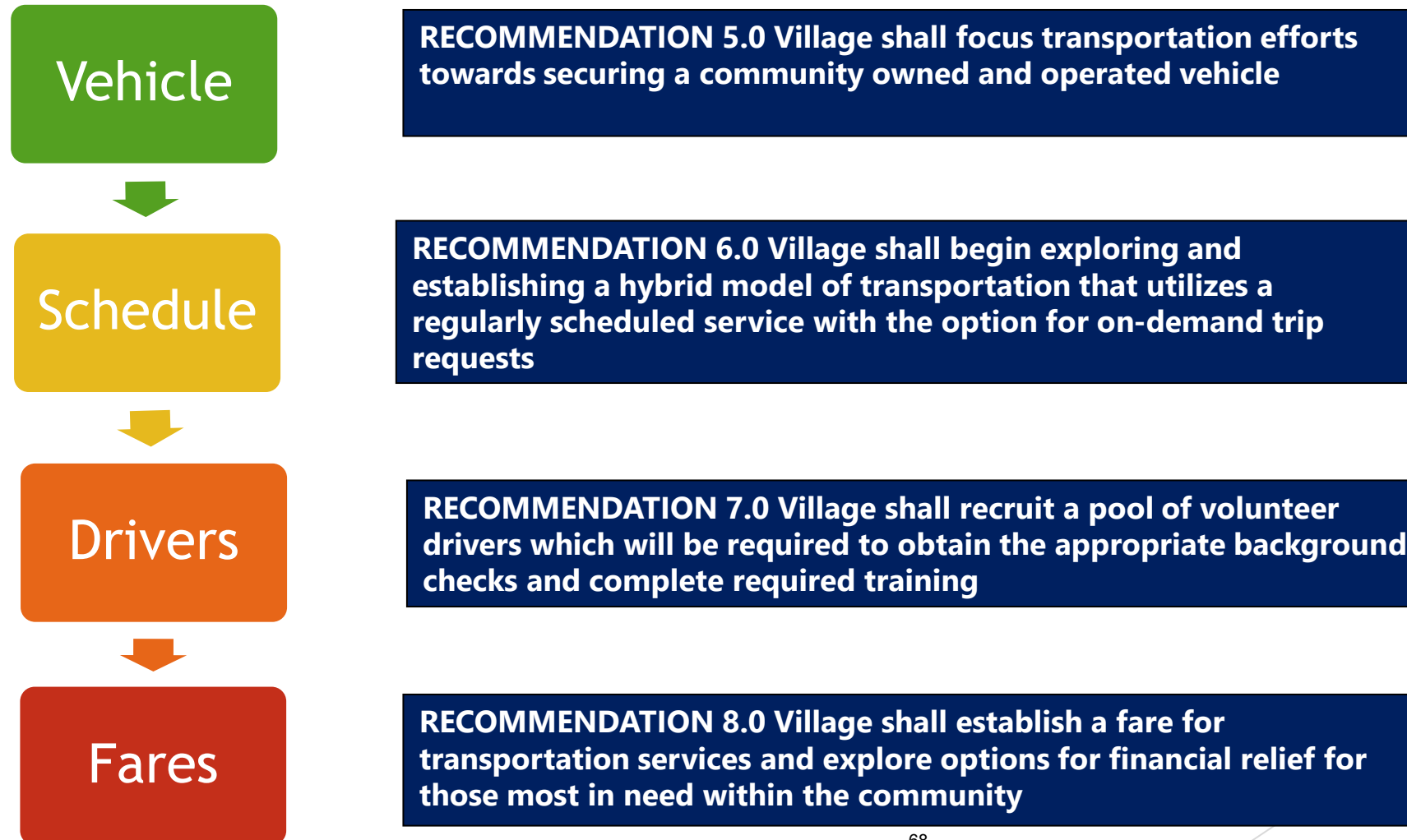
Trip Provision - Options Matrix

H1

	Vehicle	Schedule	Drivers	Fares
Village owned Van				
Private Vehicles				
Fixed Schedule				
On-Demand Schedule		<div>Tahsis needs a hybrid option</div>		
Volunteer Drivers				
Paid/Reimbursed Drivers				
Set Fare				
Donation Only				

Final Recommendations

Strategy 3 - Trip provision



Next Steps



Stage 1

- continue advocacy for road
- coordinated shopping
- TSS begins Tahsis Service Access Days
- electronic highway
- apply for community vehicle funding



Stage 2

- purchase vehicle
- recruit pool of volunteer drivers
- create transportation schedule & get feedback from community



Stage 3

- establish fares
- complete driver training program
- recruit community members to pilot the service
- begin service



Thank You Tahsis!!

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Sarah Jepson, Director of Recreation

Date: November 3, 2020

Re: Recreation Centre 2020 Q3 attendance and revenue report

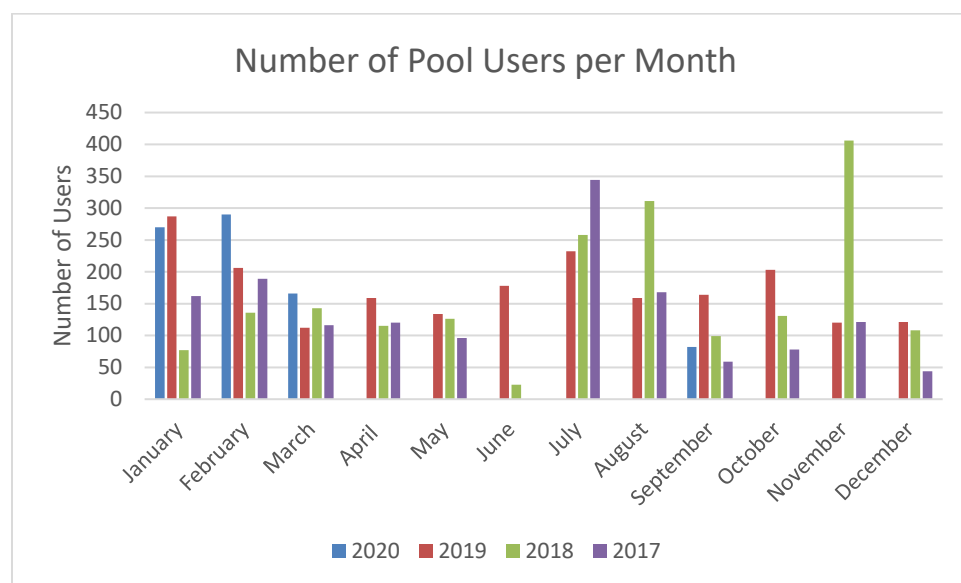
PURPOSE OF REPORT:

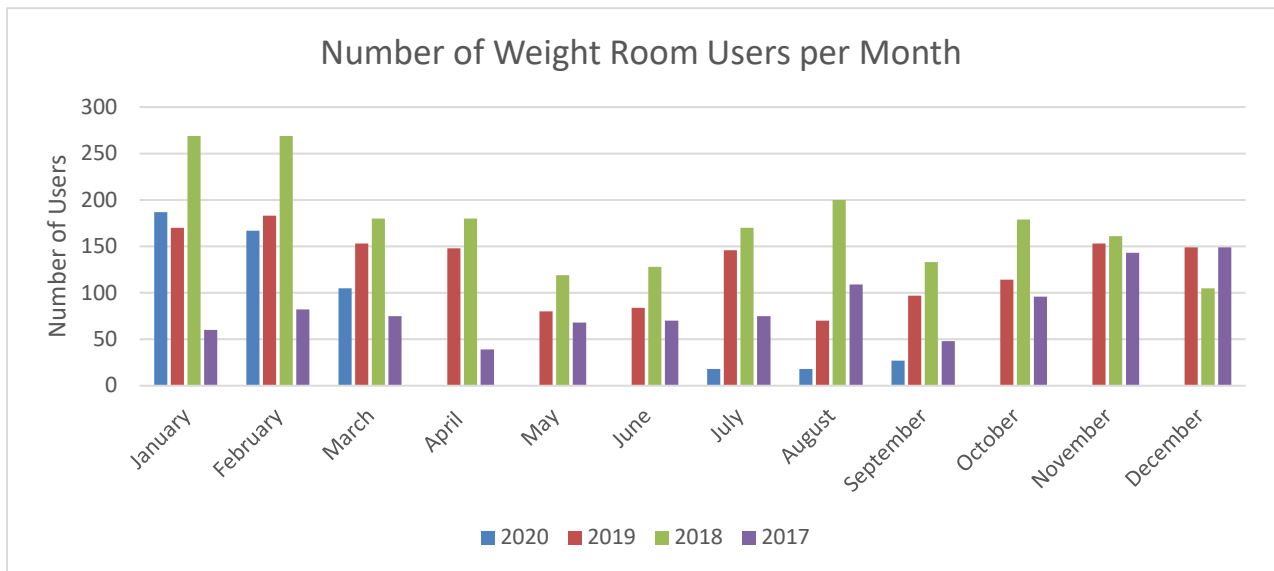
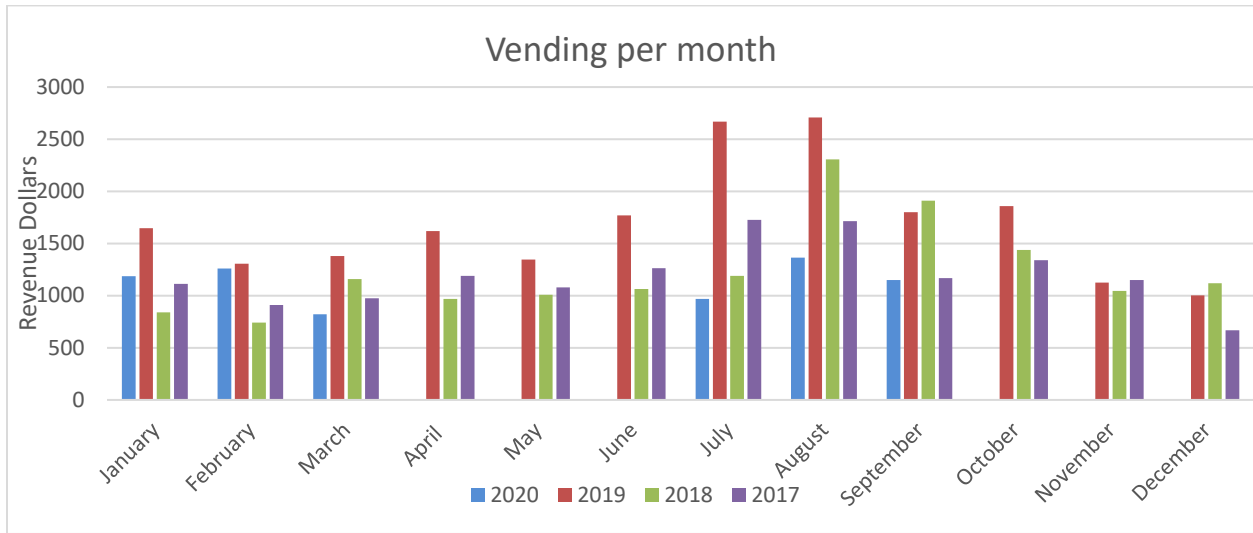
To provide Council with Recreation Centre attendance and revenue information for the 3rd quarter of 2020.

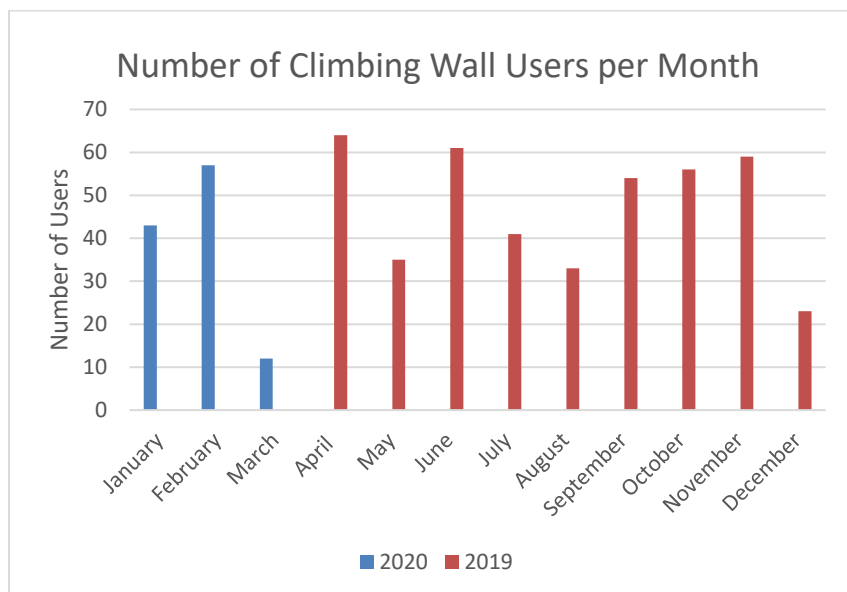
BACKGROUND:

On October 17, 2017 Council adopted Fees and Charges Bylaw No 594 which eliminated fees for persons using the Rec Centre's swimming pool, gym, fitness room and sauna. The Bylaw adjusted and established other Rec Centre fees.

Council's decision was made to encourage greater use of the facility in order to improve the overall health and wellness of Tahsis residents. Council concluded that the social and health benefits outweighed the relatively small amount of revenue generated annually in user fees.







Explanation for low numbers in 2020

The Tahsis Recreation Centre closed on Tuesday March 17, 2020 as a COVID-19 precaution. The Recreation Center remained closed for April, May and June 2020. It re-opened in July with COVID-19 protocols.

The climbing wall has remained closed due to a lack of volunteers and low public interest.

Programs offered in 2020

Aqua fit, adult and public swim, climbing wall, Valentine's Day swim, and CMES school swims, pickle ball, table tennis, bowling leagues.

POLICY/LEGISLATIVE REQUIREMENTS:

Fees and Charges Bylaw No. 594, 2017

FINANCIAL IMPLICATIONS:

Concession revenues and direct product costs:

Year	Revenue	Direct Costs	Net	%Cost/Revenues
2019	20,231.96	14,970.71	5,261.25	74.0%
2018	15,597.73	11,454.80	4,142.93	73.4%
2017	13,839.34	9,437.22	4,402.12	68.2%
2016	13,942.56	7,591.12	6,351.44	54.4%

Prepared by

*Sarah Jepson*_____
Sarah Jepson

Approved by

_____
Mark Tatchell

VILLAGE OF TAHSIS

BYLAW NO. 634, 2020

BEING A BYLAW TO AMEND THE VILLAGE OF TAHSIS FEES AND CHARGES BYLAW NO. 594, 2017

WHEREAS the Council of the Village of Tahsis wishes to amend the *Fees and Charges Bylaw No. 594, 2017* to establish fees under the *Development Procedures Bylaw No. 633, 2020*

The Council of the Village of Tahsis, in open meeting assembled, enacts the following amendment to Fees and Charges Bylaw No. 594, 2017 as follows:

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

1. The *Fees and Charges Bylaw No 594* is hereby amended:
 - a) by adding "O" Development Procedures Fees on the next line and immediately following "N" Puddle Ducks Daycare Fees in section 2; and
 - b) by adding Schedule "O" as annexed immediately following Schedule "N".

Citation

This bylaw may be cited for all purposes as the "Fees and Charges Amendment Bylaw No. 634, 2020."

READ a first time this 3rd day of November, 2020

READ a second time this 3rd day of November, 2020

READ a third time this 3rd day of November, 2020

Reconsidered, Finally Passed and adopted this 17th day of November, 2020

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 634, 2020 duly passed by the Council of the Village of Tahsis on this 17th day of November 2020.

CORPORATE OFFICER

SCHEDULE "O"Development Procedure ApplicationsZoning Bylaw Amendment

Application Fee	\$1,500.00
Public Hearing Fee	\$600.00 (refunded if application withdrawn before the public hearing)

Official Community Plan Amendment

Application Fee	\$1,500.00
Public Hearing Fee	\$600.00 (refunded if application withdrawn before the public hearing)

Combined Zoning Bylaw and OCP Amendments

Application Fee	\$2,000.00
Public Hearing Fee	\$600.00 (refunded if application withdrawn before the public hearing)

Development Permit Application

Application Fee	\$500.00
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Development Variance Permit Application

Application Fee	\$500.00
Notice Fee	\$200.00 (refunded if notice is not distributed)

Temporary Use Permit Application

Application Fee	\$800.00
Notice Fee	\$200.00 (refunded if notice is not distributed)



November 2, 2020

Ref: 257671

Mark Tatchell
Chief Administrative Officer
Village of Tahsis
Box 219
Tahsis BC V0P 1X0

Dear Mark Tatchell:

The provincial government understands the fiscal impacts that COVID-19 has placed on local service providers. To help address these challenges, in September the Province of British Columbia announced nearly \$2 billion in joint federal/provincial spending, including: \$540 million for local governments, \$418 million for community infrastructure, and \$1 billion for transit, TransLink and ferries.

The \$540 million for local governments was further divided into three funding streams. Two of the streams ("Development Services" for \$15 million and "Strengthening Communities" for \$100 million) will be application-based funding. More information on these funding streams will be forthcoming.

The third stream will provide direct grants to local governments. This funding stream is called the "COVID-19 Safe Restart Grants for Local Governments" and will provide up to \$425 million for local operations impacted by COVID-19. This funding will support local governments as they deal with increased operating costs and lower revenue due to COVID-19. It will also ensure local governments can continue to deliver the services people depend on in their communities. Eligible costs will include:

- addressing revenues shortfalls;
- facility reopening and operating costs;
- emergency planning and response costs;
- bylaw enforcement and protective services like fire protection and police;
- computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- services for vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities); and
- other related costs.

I am pleased to advise you that **Tahsis** is the recipient of a **\$249,000** grant under the COVID-19 Safe Restart Grant for Local Governments. This amount will be directly transferred to your local government in the coming days.

.../2

Mark Tatchell
Page 2

Under section 36 of the Local Government Grants Regulation, the amount of the grant to each local government is set by Minister of Municipal Affairs and Housing. The determination of this amount was based on a formula that applies to all municipalities.

This formula is based on two components: a flat funding amount and an “adjusted per-capita” amount. The flat amount is \$169,000, and the “adjusted per-capita” amount is \$308.34 per adjusted population.

The adjusted population formula is designed to ensure that larger municipalities receive more money than smaller ones, but that smaller municipalities receive higher per capita funding than larger ones. This is because small municipalities often lack a diverse tax base and the economies-of-scale to easily restart their operations.

An example of the funding formula (for a municipality of 43,000 people) is provided as an attachment to this letter. If you wish, you can apply this formula to your 2018 population of **258** to determine both your adjusted population and total funding amount. 2018 population data was used because it is the last year in which we have complete financial and demographic data for each municipality.

To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spent this grant. This will be part of your annual financial reporting under section 167 of the Community Charter. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds, and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

If you have questions or comments regarding this letter, please feel free to contact Jennifer Richardson, Grants Analyst, Local Government Infrastructure and Finance Branch, by email at: Jennifer.Richardson@gov.bc.ca, or by phone at: 778 698-3243.

The provincial government welcomes this opportunity to support COVID-19 restart and recovery throughout British Columbia. We believe that this funding will contribute to the long-term recovery of local governments who are both critical service providers and crucial drivers in the British Columbia economy.

Sincerely,



Kaye Krishna
Deputy Minister

Attachment

pc: Jennifer Richardson, Grants Analyst, Local Government Infrastructure and Finance Branch
Ian Poole, Chief Financial Officer, Village of Tahsis

Attachment: Example Calculation for a Municipality with 43,000 People

City of Rockridge

Population	43,000
Adjusted Per Capita Funding	\$308.34 per adjusted population
Flat Funding Amount	\$169,000

Funding model

A		B				
Population Range		C=B-A	D	E = C (up tp 43,000)	F = E x D	F
From	to	Range	Adjustmen t Ratio	Rockridge Pop	Adjusted Pop Calc	Adjusted Pop
-	2,000	2,000	1	2,000	= 2,000 x 1	2,000
2,001	5,000	3,000	0.8	3,000	= 3,000 x 0.8	2,400
5,001	10,000	5,000	0.6	5,000	= 5,000 x 0.6	3,000
10,001	20,000	10,000	0.4	10,000	= 10,000 x 0.4	4,000
20,001	40,000	20,000	0.2	20,000	= 20,000 x 0.2	4,000
40,001	150,000	110,000	0.1	3,000	= 3,000 x 0.1	300
150,001	900,000	750,000	0.05	-	= 0 x 0.05	-
Sum				43,000		15,700 G=ΣF
				Per capita funding		\$308.34 H
				Funding per Adjusted Pop		4,840,938 I=GxH
				Flat Funding Amount		169,000 J
				Total Funding Amount		5,009,938 K=I+J

Thus, a municipality with a population of 43,000 would have an adjusted population of 15,698. With per capita funding of \$308.34, the funding per adjusted population would \$4.84 million. Plus a flat funding amount of \$169,000, the total funding to this municipality would be \$5.009M.

The Population data was taken from the Ministry's Local Government Stats System for 2018 (Schedule 201).

<https://www2.gov.bc.ca/gov/content/governments/local-governments/facts-framework/statistics/statistics>



November 10, 2020

Ref: 256930

His Worship Mayor Martin Davis
and Members of Council
Village of Tahsis
PO Box 219
Tahsis BC V0P 1X0

Dear Mayor Davis and Councillors:

Thank you to your delegation for meeting with ministry representatives during this year's virtual Union of BC Municipalities (UBCM) Annual Convention process. Due to the evolving COVID-19 situation, we have had to develop new approaches and adaptations to many aspects of our everyday life. I thank your delegation for its flexibility with provincial appointments this year and I am pleased that our governments still had the chance to connect.

As Deputy Minister, I write to acknowledge topics raised during your conference call, which included housing for seniors and low-income residents as well as financial assistance during the COVID-19 pandemic.

I recognize that small, rural communities face challenges in meeting the housing needs of residents with a remote location and a small team of municipal staff, and that residents want to live and age in the community where they have friends and family. The provincial government, through BC Housing, offers programs and services that meet seniors' diverse needs and help them live as independently as possible. For example, the Shelter Aid for Elderly Renters (SAFER) program provides monthly assistance to eligible B.C. residents age 60 or over, who pay rent for their homes in the private market. For more information about the SAFER program, please visit bchousing.org/housing-assistance/rental-assistance/SAFER.

I encourage you to work together with other communities in the Strathcona Regional District to identify shared opportunities to build capacity for housing development to meet the needs of your communities. Modular housing is a mode of construction that may reduce costs and simplify the process of developing housing in your community; for more information, please contact Malcolm McNaughton, Regional Director, Development on Vancouver Island, BC Housing, by telephone at: 778 452-2744 or by email at: mmcnaughton@bchousing.org.

.../2

His Worship Mayor Martin Davis
and Members of Council
Page 2

Regarding the COVID-19 pandemic, the Ministry of Municipal Affairs and Housing thanks local governments who participated in weekly calls to inform us about the impacts of the COVID-19 pandemic on their communities. This information helped in the process of securing the Canada-B.C. Safe Restart Fund for Local Governments, a cost-shared program which provides \$425 million for local governments to address local government facility reopening and operating costs, emergency response costs, lost revenues, and other COVID-19-related impacts.

Thank you, again, to your delegation for the meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kaye Krishna', followed by a long horizontal flourish.

Kaye Krishna
Deputy Minister

pc: Malcolm McNaughton, Regional Director, Development on Vancouver Island, BC Housing
Mark Tatchell, Chief Administrative Officer, Village of Tahsis

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Mark Tatchell, CAO

Date: November 12, 2020

Re: Tahsis Internal Drainage Flood Mitigation Project

PURPOSE OF REPORT:

To describe this proposed project and to recommend Council support for a grant application under the UBCM Structural Flood Mitigation program.

RECOMMENDATION:

That Council support the proposed activities in the Tahsis Internal Drainage Flood Mitigation grant application under the UBCM Community Emergency Preparedness Fund Structural Flood Mitigation funding stream and agree to provide overall grant management.

BACKGROUND AND PROJECT PROPOSAL:

The “Tahsis Flood Risk Assessment Report (McElhanney, 2019)” included recommendations for bolstering the Village’s structural mitigation. From this report, the Village has been reviewing the internal drainage vulnerabilities within the NE section of the Village which is most susceptible to flooding from the Tahsis River and McKelvie Creek. These internal drainage features were reviewed in the context of rising flood waters and internal storage capacities during high water events.

Future work that may be required to improve the flood protection of the Village will need to consider improvements to the internal drainage system in conjunction with any improved diking strategies. To this end, a review of the hydrologic conditions behind the dike has been completed and specific recommendations for upgrades made, including:

1. Requirements for outfall improvements, especially outfall flood gates
2. Requirements for improved internal drainage systems, in terms of collection and possible areas of storage.
3. Requirements for internal system pumping during high flood events when internal drainage systems can not convey water through the diking system.

These three components result in recommendations for key pumping locations, internal system upgrades and flood gate improvements: as follows

1. Re-install or improve flood gates at all outlet penetrations through North Maquinna Drive, except for the Boston Street Outlet which is still in very good condition. This includes adding tideflex flap gates to a number of outfalls.
2. Provide for a suitable flood pumping location for the Boston Street drainage system including a pump out manhole adjacent to the dike. A new self-contained diesel driven flood pump, all discharge piping and river protection for pumping discharge.
3. Provide a suitable flood pumping arrangement for the outfall at Harbour View Road and near Cook Street, similar to the above Boston Street system.

POLICY/LEGISLATIVE REQUIREMENTS:

At its August 6, 2019 regular meeting, Council received and approved the Tahsis Flood Risk Assessment Report which is posted on the Village website.

<http://villageoftahsis.com/wp-content/uploads/2019/09/49140TahsisFloodRiskAssessmentFinalReportComplete.pdf>

FINANCIAL IMPLICATIONS:

The maximum eligible funding under the UBCM Structural Flood Mitigation program is \$750,000. Successful applications are funded at 100% of eligible costs. The estimated budget for this project will be approximately \$500,000. The project budget will be finalized after the date of this report.

STRATEGIC PRIORITY:

Yes. Continue to seek grant funding to repair and replace infrastructure.

Respectfully submitted:



Mark Tatchell, CAO