



AGENDA

**Agenda for the Regular Meeting of the Tahsis Village Council
to be held on November 3, 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

+1 647 374 4685 Canada

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 October 20, 2020.**

G. Rise and Report

None

H. Business Arising

- 1 Nootka Sound RCMP Detachment update report
Cpl. Kimberly Rutherford, Operations NCO**
- 2 Development Procedures Bylaw Application Forms and Checklist**

3 UBCM Resolution EB19 - Public Designation for Resource Roads

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
First, Second and Third Reading**
- 2 Development Procedures Bylaw No. 633, 2020
Adoption**

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**

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**

- 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**

N. Public Input #2

Rise and Report

P. Adjournment



Minutes

<u>Meeting</u>	Regular Council
<u>Date</u>	20-Oct-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 Ian Poole, CPA, CA, Director of Finance Janet StDenis, Finance and Corporate Services Manager	by video 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

None.

C. Approval of the Agenda

Fowler/Elder: VOT 0409/2020

THAT the Agenda for the October 20, 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 Minutes of the Regular Council Meeting held on October 6, 2020.

Fowler/Elder: VOT 0410/2020

THAT the Regular Council meeting minutes of October 6, 2020 be adopted as presented.

CARRIED

2 Minutes of the Committee of the Whole Meeting held on October 7, 2020.

Fowler/Elder: VOT 0411/2020

THAT the Committee of the Whole meeting minutes of October 7, 2020 be adopted as presented.

CARRIED

G. Rise and Report

None.

H. Business Arising

None.

J. Council Reports

Mayor Davis (written report)

I am happy to announce that the Ka:'yu:'k't'h'/Che:k'tles7et'h' First Nation will be joining the Strathcona Regional District Board as our first fully fledged indigenous voting member. This will be formalized in April 2021. They have been sitting as a non-voting observer member for the last eight years and we look forward to working with them on the board. In time, we hope that all first nations within the SRD will join us as full members.

We are still awaiting approval of our permit application with the provincial government for the Unity Trail, which will connect our village with Zeballos via an ORV trail. In the meantime, we have just received confirmation that Western Forest Products have given permission to cross their private lands at the Zeballos end of the trail - the last piece of the right-of-way issue to be sorted.

Soon, work on Tahsis River salmon habitat enhancement will begin, under the auspices of the Nootka Sound Watershed Society.

I have recently sent a letter of complaint to the Ministry of Transportation regarding the poor and dangerous condition of the Head Bay Road and we now have a meeting scheduled with them on November 16. In the meantime, the broken grader has been repaired and are now hopefully cleaning up the mess.

Based on a grant, we have recently approved an engineering study to enhance and strengthen our flood works along the Tahsis River, so that is why you may see a small drilling rig working along the river.

Councillor Elder (verbal report)

I am bugging every NDP MP that I can to send letters to about seniors housing, income and pension in the last couple of weeks before the Federal election.

Councillor Fowler (written report)

Today marks 2 years since becoming elected to represent the Village of Tahsis.

So to celebrate this anniversary I will list all the meetings I took since the last Regular council meeting.

1. Hindsight is 2020- lessons learned & looking forward with Tracey Lorenson

2. Committee of the whole Oct 7@ 7pm
3. Introduction to milestone 1 workshop, partners for climate change
4. Two world cafes for transportation of the TAAC (afternoon and evening sessions)
5. Nextstream, Campbell river Angels tech and innovation funding
6. FCM AGM
7. Virtual coffee with NDP Candidate Michelle Babchuk with Councillor Northcott
8. VICC CLP Resiliency Summit sub committee (standing meeting Tuesdays 2pm) looking ahead to
9. NSW AGM & election next Wednesday Oct 28
10. This Thursday the TAAC is meeting on Zoom to receive the Transportation

Options presented by O'Hara Consulting and I hope residents will join in this important opportunity to make our village more age friendly.

Also it was Thanksgiving and Healthcare Aid Day.

Submitted respectfully,

Councillor Fowler

Attachments: NSW Draft Agenda Document October 28, 2020

NSW Draft Elections Agenda October 28, 2020

Councillor Llewellyn

No report

Councillor Northcott (written report)

On Friday Oct 16, Councillor Fowler and I met over Zoom for virtual coffee with Michele Babchuk, the NDP candidate for our riding.

The main topic of discussion, not surprisingly, was the Headbay FSR. We also discussed to a lesser degree various funding possibilities for rural communities around economic development and infrastructure. She also provided us with some details around the Connected Coast project. The short of it is, they're expecting to start laying cable in spring of 2021 and expect the build to take about 2 years to complete.

Community forests were discussed.

Aquaculture was discussed.

I brought up the issue of some of our housing being unhealthy due to mould and other environmental factors and how grant funding to rehab these residences could ultimately save some healthcare dollars.

Fowler/Elder: VOT 0412/2020

THAT the Council Reports be received.

CARRIED

K. Bylaws

None.

L. Correspondence

- 1 **October 6, 2020 Email from Jane Barlow Re: Head Bay Forest Service Road**

- 2 Letter from Dr. Bonnie Henry, Provincial Health Officer Re: Use of municipal buildings for Temporary Immunization Clinics**

Fowler/Elder: VOT 0413/2020

THAT these correspondence items be received.

CARRIED

Llewellyn/Fowler: VOT 0414/2020

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

CARRIED

- L1 October 6, 2020 Email from Jane Barlow Re: Head Bay Forest Service Road**

A discussion follow. A meeting between Ministry of Transportation and Infrastructure staff and Council has been scheduled for November 16, 2020 to discuss Head Bay Forest Service Road.

- L2 Letter from Dr. Bonnie Henry, Provincial Health Officer Re: Use of municipal buildings for Temporary Immunization Clinics**

A brief discussion followed.

M. New Business

- 1 Investing in Canada Infrastructure Program – Rural and Northern Communities stream: Tahsis Multi-Use Community Pier and Dock Project**

The CAO summarized the scope and budget for this project.

Fowler/Elder: VOT 0415/2020

THAT this Report to Council be received.

CARRIED

Fowler/Elder: VOT 0416/2020

THAT staff submit an application for grant funding for the Tahsis Multi-Use Community Pier and Dock Project through the Investing in Canada Infrastructure Program – Rural and Northern Communities stream; and

THAT Council confirms the project total cost is \$2,497,547; and

THAT Council supports the project and commits to fund all cost overruns.

CARRIED

- 2 Report to Council Re: Investing in Canada Infrastructure Program – Community, Culture and Recreation stream, Tahsis Recreation Complex Upgrade Project**

The CAO spoke to the scope of this grant application noting that the improvements to the Tahsis Recreation Complex will resolve structural deficiencies, increase energy efficiency and meet accessibility standards.

Fowler/Elder: VOT 0417/2020

THAT this Report to Council be received.

CARRIED

Fowler/Elder: VOT 0418/2020

THAT staff submit an application for grant funding for the Tahsis Recreation Complex Upgrade Project through the Investing in Canada Infrastructure Program – Community, Culture and Recreation stream; and

THAT Council confirms the project total cost of \$1,628,000; and

THAT Council supports the project and commits to contribute its share (\$434,188 plus \$50,000 further contingency) of the project costs plus any cost overruns.

CARRIED

3 Report to Council Re: Q3 Operating Results and Capital Expenditures to September 30, 2020

The director of finance spoke to the Village of Tahsis' third quarter operating results. The actual to date Q3 results are currently sitting at a \$987,000 surplus with the driving factor being lower than projected expenditures.

Quarterly variance reporting beginning with a brief first quarter report is planned for 2021.

Fowler/Elder: VOT 0419/2020

THAT this Report to Council be received.

CARRIED

N. Public Input #2

A member of the public asked whether there is a benefit of renaming the Tahsis Recreation Complex as a "community centre" to which staff responded.

Adjournment

Fowler/Elder: VOT 0420/2020

THAT the meeting be adjourned at 7:48 p.m.

CARRIED

Certified Correct this

2nd Day of November, 2020

Chief Administrative Officer

Nootka Sound Watershed Society

Draft Agenda

Wednesday, October 28th, 2020

7pm, Online via Zoom

Meeting ID: 782 446 6504

Password: none

Direct Link: <https://us02web.zoom.us/j/7824466504>

1. Welcome and attendance

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2. Review and adopt of the Agenda - **Motion to accept:** 2nd:3. Review and adopt of the Minutes from September 30th, 2020 meeting - **Motion to accept:** Sarah
2nd: Paul4. Review of action items from September 30th 2020:

New Items

Action	Who	Status
Disseminate Terms of Reference for October meeting	Roger	

Old Items

Action	Who	Status
Terms of Reference	Kent/Karenn/Roger/Paul/Sam	
Inquire to Village of Tahsis about bridge at Pete's pond – any plans to fix?	Sarah Fowler/Karenn	
Assess pump house ramp for GR egg take	Kent/Roger/Kadin	

5. Old Business

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

6. New Business

7. Correspondence

8. Financial Report

9. Next Meeting

10. Adjournment

Nootka Sound Watershed Society
Draft Elections Agenda
Wednesday, October 28th, 2020
7pm, Online via Zoom
Meeting ID: 782 446 6504
Password: none

Direct Link: <https://us02web.zoom.us/j/7824466504>

1. Welcome and attendance

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2. Election of officers

3. Adjournment

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Mark Tatchell. CAO

Date: October 22, 2020

Re: Development Procedures Bylaw Application Forms, Checklists and Fees

PURPOSE OF REPORT:

To provide Council with the proposed application forms, checklists and fees as required under Development Procedures Bylaw No. 633, 2020, which has passed 3rd reading.

BACKGROUND:

At the August 4th regular meeting Council passed 1st, 2nd and 3rd readings of the Development Procedures Bylaw. The bylaw establishes the processes for property owners and others to apply for:

- Zoning bylaw amendments
- OCP amendments
- Development permits
- Development variance permits
- Temporary use permits

The bylaw requires that persons making applications use the forms provided by the Village and pay the application fees that are established in the *Village of Tahsis Fees and Charges Bylaw No. 594, 2017*.

Checklists have been prepared to assist applicants in providing all of the information and documents required by the Development Procedures Bylaw. Moreover, an amendment to the Fees and Charges Bylaw has been drafted so as to add the respective fees.

Appended to this report are the following:

1. Fees and Charges Amendment Bylaw No. 634, 2020
2. Zoning Bylaw Amendment Application Form
3. Official Community Plan Amendment Application Form
4. Development Permit Application Form
5. Checklists:
 - a) Flood Hazard Development Permit Area
 - b) Steep Slope Hazard Development Permit Area
 - c) Anthropogenic Hazard Development Permit Area
 - d) Form and Character

6. Development Variance Application Form
7. Temporary Use Permit Application Form

The application forms and fees were developed based on other Vancouver Island municipalities, principally the Village of Cumberland and the District of Tofino.

POLICY/LEGISLATIVE REQUIREMENTS:

Under s. 460 of the Local Government Act, a local government that has adopted an official community plan bylaw or a zoning bylaw must, by bylaw, define the procedures under a property owner may apply for an amendment to the plan or bylaw or apply for a permit.

Under s. 462 of the Local Government Act, a local government may, by bylaw, impose application fees to initiate changes to the official community plan, zoning bylaw or other land use regulation bylaws. Fees imposed must not exceed the estimated average costs of processing, inspection, advertising and administration that are usually related to the type of application or other matter to which the fee relates.

FINANCIAL IMPLICATIONS:

These procedures are intended to operate on a cost recovery basis through fees so property tax revenue is not used for purposes that are for the benefit of an individual property owner.

STRATEGIC PRIORITY:

Yes. "Review policies and bylaws and update as necessary".

RECOMMENDATIONS:

1. Hold 1st, 2nd and 3rd Readings of the Fees and Charges Amendment Bylaw No. 634, 2020
2. Approve the Application Forms and Checklists numbered 2-7 above, subject to adopting the Fees and Charges Amendment Bylaw No. 634, 2020 and the Development Procedures Bylaw No. 633, 2020.

Respectfully submitted:



Mark Tatchell, CAO



H2 Village of Tahsis
977 S. Maquinna Dr.
PO Box 219
Tahsis, BC
V0P 1X0
Ph (250) 934-6344
Fax (250) 934-6622
reception@villageoftahsis.com

ZONING BYLAW AMENDMENT APPLICATION FORM

Legal Description: _____
Civic Address: _____
Folio Number: _____ PID Number: _____
Applicant: _____
Mailing Address: _____ Postal Code: _____
Phone: _____ Fax: _____
Official Community Plan Designation: _____ Current Zoning: _____
Zoning Requested: _____

Existing Use (if applicable)

Describe the age, condition and use of any buildings on the subject property and plot their location on a scaled site plan noting various setback dimensions.

Proposed Uses

Describe the proposed use for the subject property or the reasons for the requested text or zoning category amendment. If applicable, include a tentative site plan showing buildings, landscaping, location of any signs, parking stalls, access, etc.

Council Meetings

Do you wish to appear before Council to explain your proposal?

YES ☐ NO ☐

Please ensure the following items are included with the completed application:

- Application fee: \$1500.00
- Public Hearing fee: \$ 600.00 (refunded if application withdrawn before public hearing)
- Current Title Search for all parcels and copies of charges on title
- 8½ x 11 legible site plan (if applicable)

Please refer to the Village of Tahsis Development Procedures Bylaw No. 633 for additional direction and information to prepare your application.

TO BE COMPLETED BY THE VILLAGE OF TAHSIS:

Date Complete Application Received	_____	
Application Fee	\$ _____	
+ Public Hearing Fee	\$ 600.00	
= Total Fee Paid	\$ _____	Receipt # _____

ZONING BYLAW AMENDMENT CONSENT FORM

Complete one of the following statements:

IF OWNER IS PERSONALLY APPLYING FOR THE ZONING BYLAW AMENDMENT

I, _____
solemnly declare that I am the owner of the real
property legally described as:

_____ and that I am registered as such with the Land
Title and Survey Authority of British Columbia.

Signature: _____

Date: _____

Telephone: _____

Facsimile: _____

Email: _____

IF AN AGENT IS APPLYING ON BEHALF OF THE OWNER

I, _____
solemnly declare that I am the authorized agent
of _____
who is the registered owner of the real property
legally described as:

_____ It is understood that until the Village of Tahsis is
advised in writing that I am no longer acting on
behalf of the undersigned registered owner, the
Village shall deal exclusively with me with
respect to all matters pertaining to the proposed
Zoning Bylaw Amendment application.

I hereby declare that the foregoing information is
true and proper.

Signature of Agent: _____

Signature of Owner: _____

Name of Owner: _____

Mailing Address of Owner: _____

_____ Postal Code: _____

Telephone: _____

Facsimile: _____

Email: _____

Any personal information required by this application form is being collected for the purpose of administering the Village of Tahsis Development Procedures Bylaw No. 633 (2020) and is collected under the authority of the Local Government Act and the bylaw. Questions about the collection of this information should be directed to the Corporate Officer, at 977 S. Maquinna Dr., PO Box 219, Tahsis, BC, V0P 1X0 or (250)934-6344



OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT APPLICATION

H2 Village of Tahsis
977 S. Maquinna Dr.
PO Box 219
Tahsis, BC
V0P 1X0
Ph (250) 934-6344
Fax (250) 934-6622
reception@villageoftahsis.com

Legal Description: _____

Civic Address: _____

Folio Number: _____ PID Number: _____

Applicant: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Current Zoning: _____

Official Community Plan Designation: _____

Official Community Plan Designation Requested: _____

Existing Designation (if applicable)

Describe the age, condition and use of any buildings on the subject property and plot their location on a scaled site plan noting various setback dimensions.

Proposed Designation

Describe the proposed use for the subject property or the reasons for the requested designation amendment. If applicable, it is suggested that you include a tentative site plan showing buildings, landscaping, location of any signs, parking stalls, access, etc.

Council Meetings

Do you wish to appear before Council to explain your proposal?

YES ☐ NO ☐

Please ensure the following items are included with the completed application:

- Application Fee: \$1,500 + \$600 public hearing fee (refunded if application withdrawn before public hearing)
- Current Title Search for all parcels and copies of charges on title
- 8½ x 11 legible site plan (if applicable)

Please refer to Development Procedures Bylaw No. 633 for additional direction and information to prepare your application.

TO BE COMPLETED BY THE VILLAGE OF TAHSIS:

Date Complete Application Received _____

Application Fee \$ _____

+ Public Hearing Fee \$ _____

= Total Fee Paid \$ _____

Receipt # _____

OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT CONSENT FORM

Complete one of the following statements:

IF OWNER IS PERSONALLY APPLYING FOR THE OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT

I, _____
solemnly declare that I am the owner of the real
property legally described as:

and that I am registered as such in the Land Title
and Survey Authority of British Columbia.

Signature: _____

Date: _____

Telephone: _____

Facsimile: _____

Email: _____

IF AN AGENT IS APPLYING ON BEHALF OF THE OWNER

I, _____
solemnly declare that I am the authorized agent
of _____
who is the registered owner of the real property
legally described as:

It is understood that until the Village of Tahsis is
advised in writing that I am no longer acting on
behalf of the undersigned registered owner, the
Village shall deal exclusively with me with
respect to all matters pertaining to the proposed
Official Community Plan Bylaw Amendment
application.

I hereby declare that the foregoing information is
true and proper.

Signature of Owner: _____

Signature of Agent: _____

Name of Agent: _____

Mailing Address of Agent: _____

Postal Code: _____

Telephone: _____

Facsimile: _____

Email: _____

Any personal information required by this application form is being collected for the purpose of administering the Village of Tahsis Development Procedures Bylaw No. 633 (2020) and is collected under to authority of the Local Government Act and the bylaw. Questions about the collection of this information should be directed to the Corporate Officer, 977 S. Maquinna Dr., PO Box 219, Tahsis, BC, V0P 1X0, or (250) 934-6344.

ZONING BYLAW AMENDMENT and/or OCP AMENDMENT APPLICATION CHECK LIST

All of the information listed below must be included with an application to amend Zoning Bylaw No. 630, 2020 and/or Official Community Plan Bylaw No, 623, 2020. This information is in addition to the requirements included on the application form.

Staff will not begin processing your application until all required information has been provided and the application complete.

- ❑ A copy of the certificate of title;
- ❑ Identification of the text and/or schedule map requested for amendment, including a citation of all relevant sections of the bylaw;
- ❑ In the case of an amendment to the Zoning Bylaw, identification of supporting goals, objectives or policies of the Official Community Plan;
- ❑ A site plan and other supporting plans which contain the following minimum information about the subject property:
 - Location map including existing and proposed land uses and buildings on and adjacent to the subject property,
 - Significant physical features and topographic information including all existing watercourses and wetlands,
 - North arrow and drawing scales,
 - Dimensions for all elevations and site plans,
 - Residential unit or building layout and/or a comprehensive plan illustrating unit distribution,
 - Existing and proposed roads,
 - Open space;
- ❑ A completed “site profile” for the subject property if required under Section 40 of the Environmental Management Act.



DEVELOPMENT PERMIT APPLICATION FORM

H2 Village of Tahsis
977 S. Maquinna Dr.
PO Box 219
Tahsis, BC
V0P 1X0
Ph (250) 934-6344
Fax (250) 934-6622
reception@villageoftahsis.com

Legal Description: _____

Civic Address: _____

Folio Number: _____ PID #: _____

Applicant: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Current Zoning: _____

Official Community Plan Designation: _____

VARIANCE REQUIRED ☐ No ☐ Yes – Section _____

DEVELOPMENT PERMIT AREA

☐ Flood Hazard ☐ Steep Slope Hazard ☐ Anthropogenic Hazard ☐ Natural Environment

Using the Checklist (below), describe the proposal – include plans and specifications of the proposed development drawn to an appropriate scale, including an 8½ x 11 legible site plan with the details listed in the Checklist. All information required as per the Bylaw must be submitted.

Council Meetings

Do you wish to appear before Council to explain your proposal? ☐ YES ☐ NO

Please ensure the following items are included with the completed application:

- Application Fee: \$500.00
- Current Title Search for all parcels and copies of all covenants, building schemes, easements and right of ways charged on title

TO BE COMPLETED BY THE VILLAGE OF TAHSIS:

Date Complete Application Received _____

Application Fee \$ _____

Total Fee Paid \$ _____

Receipt # _____

DEVELOPMENT PERMIT CONSENT FORM

Complete one of the following statements:

IF OWNER IS PERSONALLY APPLYING FOR THE PERMIT

I, _____
solemnly declare that I am the owner of the real
property legally described as:

and that I am registered as such with the Land
Title and Survey Authority of British Columbia.

Signature: _____

Date: _____

Mailing Address: _____

_____ Postal Code: _____

Telephone: _____

Facsimile: _____

IF AN AGENT IS APPLYING ON BEHALF OF THE OWNER

I, _____
solemnly declare that I am the authorized agent
of _____

who is the registered owner of the real property
legally described as:

It is understood that until the Village of Tahsis is
advised in writing that I am no longer acting on
behalf of the undersigned registered owner, the
Village shall deal exclusively with me with
respect to all matters pertaining to the proposed
Development Permit application.

I hereby declare that the foregoing information is
true and proper.

Signature of Agent: _____

Signature of Owner: _____

Name of Owner: _____

Mailing Address of Owner: _____

_____ Postal Code: _____

Telephone: _____

Facsimile: _____

Any personal information required by this application form is being collected for the purpose of administering the Village of Tahsis Development Procedures Bylaw No. 633 (2020) and is collected under the authority of the Local Government Act and the bylaw. Questions about the collection of this information should be directed to the Corporate Officer at 977 S. Maquinna Drive, PO Box 219, Tahsis, BC, V0P 1X0, or (250) 934-6344

DEVELOPMENT PERMIT - CHECK LIST

All of the information listed below must be included in all Development Permit applications. In addition, you must provide the specific information material and/or documents for the respective Development Permit Area, as detailed in Part 4 of the Development Procedures Bylaw No. 633, 2020.

Staff will not begin processing your application until all required information has been provided and the application complete.

Land Title

- ☐ recent certificate of title (within 10 days of receipt of application)
- ☐ all covenants, building schemes, easements or right of ways charged on title

A site plan and other supporting plans which contain the following minimum information about the property:

- ☐ location map including neighbouring land uses
- ☐ existing and proposed buildings in relation to legal property boundaries
- ☐ Significant physical features and topographic information including all existing watercourses and wetlands,
- ☐ North arrow and drawing scales,
- ☐ Dimensions for all elevations and site plans,
- ☐ Geodetic elevation,
- ☐ Residential unit or building layout and/or comprehensive plan illustrating unit distribution,
- ☐ Existing or proposed roads
- ☐ Landscaping plan showing location, type and quantities of all plants and ground cover material including a written estimated cost for the proposed plan,
- ☐ Open space

Additional Requirements

- ☐ Written explanation of how the proposal satisfies all Development Permit Area Guidelines in the OCP
- ☐ A Surveyors Certificate prepared by a BCLS Surveyor;
- ☐ A completed "site profile" for the subject property if required under Section 40 of the *Environmental Management Act*.

If you are requesting a variance, provide reasons for varying bylaw requirement(s). On your site plan, show the existing bylaw requirement and your proposed variance with accurate dimensions.

DEVELOPMENT PERMIT - CHECK LIST FOR FLOOD HAZARD DPA

All of the information listed below must be included in Development Permit application for a subject property located in a Flood Hazard Development Permit Area. This information is in addition to the general requirements for all development permits.

Staff will not begin processing your application until all required information has been provided and the application complete.

- A site-specific investigation and reports by a qualified registered professional with appropriate education, training and experience in floodplain mapping and analysis in British Columbia. The report shall include, in reference to the 2019 Flood Risk Assessment and Floodplain Management Bylaw:
 - Potential for erosion or flooding
 - Potential impacts of proposed development relative to flood condition hazards
 - Required flood proofing or other measures needed to provide suitable protection of structure intended for human occupancy

DEVELOPMENT PERMIT - CHECK LIST FOR STEEP SLOPE HAZARD DPA

All of the information listed below must be included in Development Permit application for a subject property located in a Steep Slope Hazard Development Permit Area. This information is in addition to the general requirements for all development permits.

Staff will not begin processing your application until all required information has been provided and the application complete.

- A site-specific investigation and reports prepared by a qualified registered professional with specific experience in geotechnical engineering and/or engineering geology. The report shall include:
 - Site plans and slope profiles on the potential soil and rock slope instability, including the potential for rockfalls or landslip, supported by documentation of the extent of anticipated instability, accurate field determination of slope crest location or other geological features,
 - Geotechnical considerations of cut and fill slope stability with recommendations and restrictions on excavation, blasting and filling,
 - Possible building envelopes in relation to natural or cut slope crests and possible rockfall zones,
 - Possible evidence of slope conditions that might indicate an imminent landslide or rockfall hazard,
 - Groundwater conditions and the potential slope instability which might be caused by groundwater seepage due to drainage and septic field system,
 - In all areas underlain by limestone, the potential for the existence of solution cavities and sinkholes and the implications of such features for the proposed development,
 - Erosion potential by ocean waves or drain discharges,
 - The maintenance of vegetation on soil slopes within the setback zone above the slopes to minimize erosion, the necessity for selective scaling, sock bolting and tree removal to improve stability conditions, on a site-specific basis, in areas of bedrock, and
 - Confirmation that the property is safe for the intended use.

DEVELOPMENT PERMIT - CHECK LIST FOR ANTHROPOGENIC HAZARD DPA

All of the information listed below must be included in Development Permit application for a subject property located in a Anthropogenic Hazard Development Permit Area. This information is in addition to the general requirements for all development permits.

Staff will not begin processing your application until all required information has been provided and the application complete.

- ❑ A site-specific investigation and design report prepared by a registered professional engineer qualified in geotechnical engineering. The report shall include:
 - The subsurface conditions including the areal extent and thickness of all site fills and the natural strata within the depth of influence of the proposed development including structures, services and access roads,
 - The anticipated settlement and any mitigative measures required to prevent or accommodate excessive settlement of the proposed development including structures, services and access roads,
 - Foundation design requirements including foundation area treatment, foundation types and allowable bearing pressures for shallow (footing or raft) foundations, and allowable working loads, depths and bearing strata for piled foundations,
 - The potential for slope instability and erosion, and any mitigatable measures required,
 - The mitigative measures of design and construction means necessary to protect against the build-up of toxic, explosive or combustible gases to hazardous levels,
 - The measures necessary to protect against combustion of any fill materials, and
 - Confirmation that the property is safe for intended use.

DEVELOPMENT PERMIT - CHECK LIST FOR FORM AND CHARACTER DEVELOPMENT PERMIT

All of the information listed below must be included in Development Permit application for a Form and Character Development Permit. This information is in addition to the general requirements for all development permits.

Staff will not begin processing your application until all required information has been provided and the application complete.

- A detailed plan including:
 - A summary of how the development complies with regulations in the Zoning Bylaw,
 - The footprint of the building and any impermeable areas, all building setbacks adjacent to lot lines, identification of parking spaces, and any other matters deemed significant by Council,
 - Elevation drawings for all sides of buildings and structures,
 - A description of all materials and colours to be used on the exterior of the buildings, and
 - Identification of how parking and storage areas shall be screened or covered by either informal landscaping or fencing.



DEVELOPMENT VARIANCE PERMIT APPLICATION FORM

Village of Tahsis
977 S. Maquinna Dr.
PO Box 219
Tahsis, BC
V0P 1X0
Ph (250) 934-6344
Fax (250) 934-6622
reception@villageoftahsis.com

Legal Description: _____

Civic Address: _____

Folio Number: _____ PID Number: _____

Applicant: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Current Zoning: _____

Official Community Plan Designation: _____

Variance Permit to Vary

Zoning Bylaw No. 630 (2020) in Section _____

Other _____

PROPOSAL

Using the attached Applicant's Checklist describe the proposal – include plans and specifications of the proposal drawn to an appropriate scale, including an 8½ x 11 legible site plan. It may be necessary to confirm the existing and proposed location of buildings and structures with a legal survey.

COUNCIL MEETINGS

Do you wish to appear before Council to explain your proposal? Yes___ No___

Please ensure the following items are included with the completed application:

- o Fees

DEVELOPMENT VARIANCE PERMIT APPLICATION	\$500.00
NOTICE FEES (additional fee which applies to the above, refundable if notice is not distributed)	\$200.00

- o All applicable material and information as stated on the attached Checklist

Please refer to the Village of Tahsis Development Procedures Bylaw No. 633, 2020 for additional direction and information to prepare your application.

TO BE COMPLETED BY THE VILLAGE OF TAHSIS:

Date Complete Application Received _____

Application Fee \$ _____

+ Notification Fee \$ _____

= Total Fee Paid \$ _____

Receipt # _____

DEVELOPMENT VARIANCE PERMIT CONSENT FORM

Complete one of the following statements:

IF OWNER IS PERSONALLY APPLYING FOR THE VARIANCE PERMIT

I, _____
solemnly declare that I am the owner of the real
property legally described as:

and that I am registered as such in the Land Title
and Survey Authority of British Columbia

Signature: _____

Date: _____

Mailing Address: _____

_____ Postal Code: _____

Telephone: _____

Facsimile: _____

Email: _____

IF AN AGENT IS APPLYING ON BEHALF OF THE OWNER

I, _____
solemnly declare that I am the authorized agent
of _____

who is the registered owner of the real property
legally described as:

It is understood that until the Village of Tahsis is
advised in writing that I am no longer acting on
behalf of the undersigned registered owner, the
Village shall deal exclusively with me with
respect to all matters pertaining to the proposed
Development Variance Permit application.

I hereby declare that the foregoing information is
true and proper.

Signature of Agent: _____

Signature of Owner: _____

Name of Owner: _____

Mailing Address of Owner: _____

_____ Postal Code: _____

Telephone: _____

Facsimile: _____

Email: _____

Any personal information required by this application form is being collected for the purpose of administering the Village of Tahsis Development Procedures Bylaw No. 633 (2020) and is collected under the authority of the Local Government Act and the bylaw. Questions about the collection of this information should be directed to the Corporate Officer, at 977 S. Maquinna Dr., PO Box 219, Tahsis, BC, V0P 1X0 or (250)934-6344

DEVELOPMENT VARIANCE PERMIT - CHECKLIST

Please ensure that, at a minimum, all of the information listed below is included in your application. Should you have any questions regarding submission requirements, please contact the Village Office.

Staff will not begin processing your application until all required information has been provided and the application complete.

Land Title

- recent certificate of title (within 10 days of receipt of application)
- all covenants, building schemes, easements or right of ways charged on title

A Site Plan and other supporting plans showing:

- location map including neighbouring land uses
 - existing and proposed buildings in relation to legal property boundaries
 - significant physical features and topographic information including all watercourses and wetlands
 - north arrow and drawing scales
 - dimensions for all elevations and site plans
 - geodetic elevation
 - residential unit or building layout and/or comprehensive plan illustrating unit distribution
 - existing and proposed roads
 - landscaping plan showing location, type and quantities of all plants and ground cover material including written estimated cost for the proposed plan
 - open space
-
- ☐ Identification of all relevant land use bylaws regulations and the proposed variance request, including specific dimensions and number of parking spaces (if applicable).
 - ☐ A written explanation of the purpose of the request, including the rationale and a description of the proposed development.
 - ☐ Surveyors Certificate by a BCLS Surveyor
 - ☐ A completed "site profile" for the subject property if required under section 40 of the *Environmental Management Act*.



TEMPORARY USE PERMIT APPLICATION FORM

Village of Tahsis
977 S. Maquinna Dr.
PO Box 219
Tahsis, BC
V0P 1X0
Ph (250) 934-6344
Fax (250) 934-6622
reception@villageoftahsis.com

Legal Description: _____

Civic Address: _____

Folio Number: _____ PID #: _____

Applicant: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Current Zoning: _____

Official Community Plan Designation: _____

Existing Use (if applicable)

Describe the age, condition and use of any buildings on the subject property and plot their location on a scaled site plan noting various setback dimensions.

Proposed Temporary Use(s)

Describe the proposed temporary use for the subject property. Also include duration of proposed activity and include plans for mitigating potential harmful impacts on the environment, adjacent lands and the local community as well as plans for rehabilitating the site following the discontinuance of the temporary use.

Council Meetings

Do you wish to appear before Council to explain your proposal?

Yes _____

No _____

Please ensure the following items are included with the completed application:

- Fees

TEMPORARY USE PERMIT APPLICATION	\$800.00
NOTICE FEES (additional fee which applies to the above, refundable if notice is not distributed)	\$200.00

- Current Title Search for all parcels and copies of all covenants, building schemes, easements and right of ways charged on title
- 8½ x 11 legible site plan (if applicable)

Please note, a refundable Security Deposit will be required in a form acceptable to the Village of Tahsis before the permit can be issued. The amount of the deposit will be determined at the time of Council approval.

TO BE COMPLETED BY THE DISTRICT OF TOFINO:

Date Complete Application Received _____

Application Fee \$ _____

+ Notification Fee \$ _____

= Total Fee Paid \$ _____

Receipt # _____

TEMPORARY USE PERMIT CONSENT FORM

Complete one of the following statements:

IF OWNER IS PERSONALLY APPLYING FOR THE PERMIT

I, _____
solemnly declare that I am the owner of the real
property legally described as:

and that I am registered as such with the Land
Title and Survey Authority of British Columbia

Signature: _____

Date: _____

Mailing Address: _____

_____ Postal Code: _____

Telephone: _____

Facsimile: _____

Email: _____

IF AN AGENT IS APPLYING ON BEHALF OF THE OWNER

I, _____
solemnly declare that I am the authorized agent
of _____

who is the registered owner of the real property
legally described as:

It is understood that until the Village of Tahsis is
advised in writing that I am no longer acting on
behalf of the undersigned registered owner, the
Village shall deal exclusively with me with
respect to all matters pertaining to the proposed
Temporary Use Permit application.

I hereby declare that the foregoing information is
true and proper.

Signature of Agent: _____

Signature of Owner: _____

Name of Owner: _____

Mailing Address of Owner: _____

_____ Postal Code: _____

Telephone: _____

Facsimile: _____

Email: _____

Any personal information required by this application form is being collected for the purpose of administering the Village of Tahsis Development Procedures Bylaw No. 633 (2020) and is collected under the authority of the Local Government Act and the bylaw. Questions about the collection of this information should be directed to the Corporate Officer at 977 S. Maquinna Drive, PO Box 219, Tahsis, BC, V0P 1X0, or (250)934-6344.

TEMPORARY USE PERMIT APPLICATION CHECKLIST

All of the information listed below must be included in all Temporary Use Permit applications.

Staff will not begin processing your application until all required information has been provided and the application complete.

Land Title

- recent certificate of title (within 10 days of receipt of application)
- all covenants, building schemes, easements or right of ways charged on title

A site plan and other supporting plans which contain the following minimum information about the property:

- location map including neighbouring land uses
 - existing and proposed buildings in relation to legal property boundaries
 - Significant physical features and topographic information including all existing watercourses and wetlands,
 - north arrow and drawing scales,
 - dimensions for all elevations and site plans,
 - geodetic elevation,
 - residential unit or building layout and/or comprehensive plan illustrating unit distribution,
 - Existing or proposed roads
 - Open space
-
- Surveyors Certificate by a BCLS Surveyor
 - A completed "Site Profile" as per the *Environmental Management Act* for the subject property or release from the Ministry to proceed.

Amanda Knibbs

From: Jamee Justason <jjustason@ubcm.ca>
Sent: October 19, 2020 2:48 PM
To: Mark Tatchell
Subject: Resolution EB19 - Public Designation for Resource Roads

Hello Mark,

How are you? I'm following up with more information about your resolution EB19 that was pulled from the Endorse Block.

Williams Like passed a motion at Council to request that UBCM pull resolution EB19 – Public Highway Designation for Resource Roads from the Endorse Block. They did so in order to propose an amendment to address any additional costs that may arise from the new standards. *“Council is concerned that EB19 could be interpreted as placing additional costs on resource companies that are building roads for the sole purpose of resource development.”*

Original Wording:

Whereas many rural and remote communities throughout British Columbia rely on resource roads for food, fuel and medical services;

And whereas the lower maintenance standards for these roads compared with other provincial roads have contributed to motor vehicle injuries and fatalities:

Therefore be it resolved that the Province establish a new public highway designation for resource roads that serve as the primary or secondary access roads for communities which would have clearly defined standards for construction, maintenance, enforcement and be funded/resourced similarly to the public highway system.

Proposed Amendment:

Whereas many rural and remote communities throughout British Columbia rely on resource roads for food, fuel and medical services;

And whereas the lower maintenance standards for these roads compared with other provincial roads have contributed to motor vehicle injuries and fatalities:

Therefore be it resolved that the Province establish clearly defined standards for construction, maintenance, and enforcement for resource roads that serve as the primary or secondary access roads for communities, funded similarly to the public highway system, **and further that any additional costs from these new standards not be borne by resource development companies.**

As I mentioned in my earlier correspondence, EB19 will be referred to the UBCM Executive in November. I invite your community to share any comments regarding the proposed amendment. I will share your comments with the Executive as they consider EB19. Please send your comments to me **by November 18.**

Thank you,

Md p hh

Jamee Justason

Resolutions and Policy Analyst

Pronouns: she/her

Union of BC Municipalities

60 – 10551 Shellbridge Way
Richmond, BC V6X 2W9
Phone: 604-270-8226 Ext. 100
Email: jjustason@ubcm.ca
Website: www.ubcm.ca

From: Jamee Justason <jjustason@ubcm.ca>
Sent: September 20, 2020 10:06 PM
To: Mark Tatchell
Subject: Resolution EB19 - Public Designation for Resource Roads

Hello Mark,

I hope you are well.

I'm writing to inform you that UBCM received a request from another local government to pull your resolution EB19 - Public Designation for Resource Roads.

The UBCM Executive considered the request to pull EB19 from the Endorse Block of Resolutions.

They have agreed to pull EB19 from the Endorse Block. As such, it will be referred to the UBCM Executive for consideration following Convention – most likely at their November meeting.

As well, the Endorse Block will be amended to no longer include EB19, when brought forward for consideration during the Resolutions Session on Wednesday during Convention.

Page 41 in the 2020 UBCM Resolutions Book provides details about the process for making a request to pull a resolution from the Endorse Block.

<https://www.ubcm.ca/assets/Resolutions~and~Policy/Resolutions/2020%20UBCM%20Resolutions%20Book.pdf>

Thank you,

Mdp hh

Jamee Justason

Resolutions and Policy Analyst

Union of BC Municipalities

60 – 10551 Shellbridge Way

Richmond, BC V6X 2W9

Phone: 604-270-8226 Ext. 100

Email: jjustason@ubcm.ca

Website: www.ubcm.ca

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 Applications****Zoning 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)



VILLAGE OF TAHSIS

DEVELOPMENT PROCEDURES BYLAW No. 633, 2020

A BYLAW TO ESTABLISH PROCEDURES FOR THE PROCESSING OF LAND DEVELOPMENT APPLICATIONS WITHIN THE VILLAGE OF TAHSIS.

WHEREAS the Council of the Village of Tahsis has adopted an Official Community Plan and a Zoning Bylaw;

AND WHEREAS the Council shall, pursuant to the *Local Government Act*, establish procedures to amend an Official Community Plan or Zoning Bylaw, or issue a Development Permit or Development Variance Permit;

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

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PART ONE: ADMINISTRATIVE PROVISIONS

1.1 Title

- 1) This bylaw may be cited for all purposes as “Village of Tahsis Development Procedures Bylaw No. 633, 2020.”

1.2 Application

- 1) This bylaw is applicable to all lands and surface of the water within the Village of Tahsis that are subject to any permit or application procedure as outlined by this Bylaw.

1.3 Scope

- 1) This Bylaw shall apply to the following applications:
 - a) Amendment applications to the:
 - i. Zoning Bylaw
 - ii. Official Community Plan
 - b) Permit applications for the issuance of a:
 - i. Development Permit
 - ii. Development Variance Permit
 - iii. Temporary Use Permit

1.4 Severability

- 1) If any provision of this Bylaw is found invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

PART TWO: INTERPRETATION

2.1 Definitions

- 1) The following definitions apply to this Bylaw:

Term	Definition
Agent	means a person, firm, corporation, partnership, or society representing the owner by contract with the owner or by designation by the owner.
Applicant	means any person who makes an application for development under the provisions of this Bylaw as authorized by the owner of the parcel of land subject to the application.
Chief Administrative Officer	means the person appointed by Council under Section 147 of the <i>Community Charter</i> to carry out the duties of this position.
Council	means the Council of the Village of Tahsis.
Development Permit	means a permit issued under Section 490 of the <i>Local Government Act</i> authorizing subdivision of land, the alteration of land, or the construction of, addition to, or alteration of a building.
Development Permit Area	means an area, identified within the Official Community Plan, that requires special treatment for certain purposes including the protecting of development from hazards, establishing objectives for form and character in specified circumstances, or revitalization of a commercial or industrial use area. A development permit must be acquired prior to the commencement of any development activities within these designated areas.
Development Variance Permit	means a permit approved by Council under Section 498 of the <i>Local Government Act</i> to vary regulations under the Zoning Bylaw or Subdivision Control Bylaw.
Inactive	means any application that remains incomplete, or during processing, becomes dormant due to an applicant's failure to fulfill requests or requirements of staff or Council.
Official Community Plan (OCP)	means the <i>Village of Tahsis Official Community Plan Bylaw No. 623, 2020</i> , as amended or replace from time to time.
Owner	means the registered owner of the property as recorded in Office of the Land Title and Survey Authority of British Columbia.

Term	Definition
Qualified Environmental Professional (QEP)	means a professional biologist, engineer, forester, geoscientist or other professional with relevant environmental experience registered in good standing with the appropriate association for their profession, as defined under Section 21 of the Riparian Areas Protection Regulations.
Qualified Registered Professional	means a professional engineer, architect, planner, biologist or other professional with experience relevant to the applicable matter registered in good standing with the appropriate association for their profession.
Riparian Areas Protection Regulations (RAPR)	means the Riparian Areas Protection Regulations (RAPR) B.C. Regulation 178/2019 under the <i>Riparian Areas Protection Act</i> as amended and replaced from time to time.
Temporary Use Permit	means a permit under Section 493 of the <i>Local Government Act</i> to allow a use of land that does not comply with the Zoning Bylaw on a temporary basis.
Streamside Protection and Enhancement Area (SPEA)	means an area adjacent to a stream that links aquatic to terrestrial ecosystems and includes both the riparian area vegetation and the adjacent upland vegetation that exerts an influence on the stream, as defined under the Riparian Areas Protection Regulations.
Subdivision Control Bylaw	means the <i>Village of Tahsis Subdivision Control Bylaw No. 5, 1970</i> as amended or replaced from time to time.
Village	means the area within the boundaries of the Village of Tahsis.
Zoning Bylaw	means the <i>Village of Tahsis Zoning Bylaw No. XXX, 2020</i> as amended or replaced from time to time.

PART THREE: AMENDMENT APPLICATIONS

3.1 Zoning Bylaw and Official Community Plan Amendment

- 1) Applications to amend the Zoning Bylaw and the Official Community Plan may be submitted and processed concurrently if an amendment to the Official Community Plan is required to proceed with an amendment to the Zoning Bylaw.
- 2) An amendment application shall be completed upon a form provided by the Village which then shall be delivered to the Village together with such additional plans and particulars as may be required. The application is considered as being accepted when all required information (including fees) has been received.
- 3) All completed application shall include the following:
 - a) A completed application form including the application fee in the amount set out in the *Village of Tahsis Fees and Charges Bylaw No. 594, 2017*;
 - b) A copy of the certificate of title;
 - c) A written authorization from the owner of the subject property or from an agent authorized to act on the owner's behalf;
 - d) A legal description and municipal address of properties included in the application;
 - e) A written explanation of the rationale for the proposed amendment;
 - f) Identification of the text and/or schedule map requested for amendment, including a citation of all relevant sections of the bylaw;
 - g) In the case of an amendment to the Zoning Bylaw, identification of supporting goals, objectives or policies of the Official Community Plan;
 - h) A site plan and other supporting plans which contain the following minimum information about the subject property:
 - i. Location map including existing and proposed land uses and buildings on and adjacent to the subject property,
 - ii. Significant physical features and topographic information including all existing watercourses and wetlands,
 - iii. North arrow and drawing scales,

- iv. Dimensions for all elevations and site plans,
 - v. Residential unit or building layout and/or a comprehensive plan illustrating unit distribution,
 - vi. Existing and proposed roads,
 - vii. Open space;
 - i) A completed “site profile” for the subject property if required under Section 40 of the *Environmental Management Act*.
- 4) All applications shall be subject to the following conditions:
- a) Where the Village has received a site profile for the subject property under Section 40 of the *Environmental Management Act*, the Village shall not approve the application unless one of the conditions referred to in section 557(2)(a) to (g) of the *Local Government Act* has been satisfied;
 - b) An application that has been refused by Council shall not be reconsidered for a period of twelve (12) months immediately following the date of refusal, except when permitted pursuant to Section 460 of the *Local Government Act*. A re-application is considered a new application which shall be subject to the same prescribed application fee;
 - c) An application which has been inactive for six (6) months is deemed to be abandoned. A re-opened application is considered a new application which shall be subject to the same prescribed application fee.
- 5) Within ten (10) days of the application being made, the applicant shall install a public notice sign advising of the application in a location visible from the road adjoining subject property. If the property has two frontages, two signs may be required. The sign shall adhere to regulations set out in the Zoning Bylaw. The sign must remain in place until the date of the application is either approved or refused by Council, and shall be removed within ten (10) days of that date.
- 6) If the amendment alters the permitted use or density of any area then the Village shall provide a notice to be mailed or otherwise delivered to the owners and occupiers of all

properties within a 75-metres radius of the lot lines of the subject property at least ten (10) days before the date of the required public hearing.

- 7) Amendment applications shall be submitted to Council accompanied by a staff report which may include:
 - a) A copy of the proposed amendment;
 - b) A schedule of the proposed public hearing;
 - c) Advice from internal committees or external government agencies;
 - d) A review and analysis of the proposed amendment;
 - e) A recommended course of action for Council to consider;
 - f) Any additional information Village staff consider relevant.
- 8) Following the close of the public hearing, Council may:
 - a) Proceed with the third reading of the amending bylaw (including the imposition of conditions);
 - b) Defer the third reading; or
 - c) Deny the application.
- 9) Once the applicant has adequately addressed all of the conditions identified by Council at third reading, Council may consider the adoption of the bylaw amendment.

PART FOUR: PERMIT APPLICATIONS

4.1 Development Permits

- 1) A development permit application shall be completed upon a form provided by the Village which then shall be delivered to the Village together with such additional plans and particulars as may be required. The application is considered as being accepted when all required information (including fees) has been received.
- 2) All completed applications shall include the following:
 - a) A completed application form including the application fee in the amount set out in the *Village of Tahsis Fees and Charges Bylaw No. 594, 2017*;
 - b) A written authorization from the owners of the subject property or from an agent authorized to act on the owner's behalf;
 - c) A copy of the certificate of title;
 - d) A legal description and municipal address of properties included in the application;
 - e) A written explanation of how the proposal satisfies all relevant Development Permit Area guidelines;
 - f) A site plan and other supporting plans which contain the following minimum information about the subject property:
 - i. Location map including neighbouring land uses,
 - ii. Existing and proposed buildings in relation to legal property boundaries,
 - iii. Significant physical features and topographic information including all existing watercourses and wetlands,
 - iv. North arrow and drawing scales,
 - v. Dimensions for all elevations and site plans,
 - vi. Geodetic elevation,
 - vii. Residential unit or building layout and/or comprehensive plan illustrating unit distribution,
 - viii. Existing or proposed roads,

- ix. Landscaping plan showing location, type and quantities of all plants and ground cover material including a written estimated cost for the proposed plan,
 - x. Open space;
 - g) A Surveyors Certificate prepared by a BCLS Surveyor;
 - h) A completed “site profile” for the subject property if required under Section 40 of the *Environmental Management Act*.
- 3) If the subject property is located in a Natural Environment Development Permit Area, then the development permit application shall also include the following:
- a) A detailed assessment completed by a qualified environmental professional (QEP) that complies with the Riparian Areas Protection Regulations (RAPR) B.C. Regulation 178/2019 under the *Riparian Areas Protection Act* and included the following:
 - i. Certification that the QEP is qualified to conduct the assessment;
 - ii. Certification that the RAPR assessment methods have been adhered to;
 - iii. Establishment of the Streamside Protection and Enhancement Area (SPEA) in accordance with the RAPR;
 - iv. Outline of measures to protect the SPEA from development and any alteration of land; and
 - v. Confirmation that all development will occur outside the defined SPEA and development shall be conducted in accordance with all measures and requirements specified in the assessment report.
 - b) An erosion control plan prepared by a QEP.
- 4) If the subject property is located in a Flood Hazard Development Permit Area, then the development permit application shall also include the following:
- a) A site-specific investigation and reports by a qualified registered professional with appropriate education, training and experience in floodplain mapping and analysis in British Columbia. The report shall include:
 - i. Potential for erosion or flooding,

- ii. Potential impacts of proposed development relative to flood condition hazards,
 - iii. Required flood proofing or other measures needed to provide suitable protection of structure intended for human occupancy.
- 5) If the subject property is located in a Steep Slope Hazard Development Permit Area, then the development permit application shall also include the following:
- a) A site-specific investigation and reports prepared by a qualified registered professional with specific experience in geotechnical engineering and/or engineering geology. The report shall include:
 - i. Site plans and slope profiles on the potential soil and rock slope instability, including the potential for rockfalls or landslip, supported by documentation of the extent of anticipated instability, accurate field determination of slope crest location or other geological features,
 - ii. Geotechnical considerations of cut and fill slope stability with recommendations and restrictions on excavation, blasting and filling,
 - iii. Possible building envelopes in relation to natural or cut slope crests and possible rockfall zones,
 - iv. Possible evidence of slope conditions that might indicate an imminent landslide or rockfall hazard,
 - v. Groundwater conditions and the potential slope instability which might be caused by groundwater seepage due to drainage and septic field system,
 - vi. In all areas underlain by limestone, the potential for the existence of solution cavities and sinkholes and the implications of such features for the proposed development,
 - vii. Erosion potential by ocean waves or drain discharges,
 - viii. The maintenance of vegetation on soil slopes within the setback zone above the slopes to minimize erosion, the necessity for selective scaling,

sock bolting and tree removal to improve stability conditions, on a site-specific basis, in areas of bedrock,

ix. Confirmation that the property is safe for the intended use.

6) If the subject property is located in an Anthropogenic Hazard Development Permit Area, then the development permit application shall also include the following:

a) A site-specific investigation and design report prepared by a registered professional engineer qualified in geotechnical engineering. The report shall include:

- i. The subsurface conditions including the areal extent and thickness of all site fills and the natural strata within the depth of influence of the proposed development including structures, services and access roads,
- ii. The anticipated settlement and any mitigative measures required to prevent or accommodate excessive settlement of the proposed development including structures, services and access roads,
- iii. Foundation design requirements including foundation area treatment, foundation types and allowable bearing pressures for shallow (footing or raft) foundations, and allowable working loads, depths and bearing strata for piled foundations,
- iv. The potential for slope instability and erosion, and any mitigatable measures required,
- v. The mitigative measures of design and construction means necessary to protect against the build-up of toxic, explosive or combustible gases to hazardous levels,
- vi. The measures necessary to protect against combustion of any fill materials,
- vii. Confirmation that the property is safe for intended use.

7) All Form and Character Development Permit applications shall also include the following:

a) A detailed plan including:

- i. A summary of how the development complies with regulations in the Zoning Bylaw,
 - ii. The footprint of the building and any impermeable areas, all building setbacks adjacent to lot lines, identification of parking spaces, and any other matters deemed significant by Council,
 - iii. Elevation drawings for all sides of buildings and structures,
 - iv. A description of all materials and colours to be used on the exterior of the buildings,
 - v. Identification of how parking and storage areas shall be screened or covered by either informal landscaping or fencing.
- 8) All applications shall be subject to the following conditions:
 - a) Where the Village has received a site profile for the subject property under Section 40 of the *Environmental Management Act*, the Village shall not approve the application unless one of the conditions referred to in section 557(2)(a) to (g) of the *Local Government Act* has been satisfied;
 - b) Where an application contains multiple parcels, each legal parcel shall be considered a separate application, unless otherwise determined by the Chief Administrative Officer;
 - c) An application that has been refused by Council shall not be reconsidered for a period of twelve (12) months immediately following the date of refusal, except when permitted pursuant to Section 460 of the *Local Government Act*. A re-application is considered a new application which shall be subject to the same prescribed application fee;
 - d) An application which has been inactive for six (6) months is deemed to be abandoned. A re-opened application is considered a new application which shall be subject to the same prescribed application fee.
- 9) Development permit applications shall be submitted to Council accompanied by a staff report which may include:
 - a) A copy of the proposed development permit;

- b) Advice from internal committees or external government agencies;
- c) A review and analysis of the proposed development;
- d) A recommended course of action for Council to consider;
- e) Any additional information Village staff consider relevant.

10) The applicant shall be notified within ten (10) days of Council's decision to:

- a) Authorize the issuance of the development permit;
- b) Authorize the issuance of the development permit as amended by Council; or
- c) Refuse to authorize the issuance of the development permit.

11) Pursuant to Section 502 of the *Local Government Act*, security may be required as a condition of a development permit subject to the following regulations:

- a) Security shall only be required in relation to:
 - i. A condition in a development permit respecting landscaping,
 - ii. An unsafe condition or damage to the natural environment that may result as a consequence of a contravention of a condition in a permit.
- b) Security shall be in the form of cash or an irrevocable letter of credit, effective for the term of the permit;
- c) The amount of security required shall be 125% of the costs to undertake or supervise the works for which the securities are required, as determined by the Village of Tahsis using an estimate or quote provided by the applicants as prepared by a qualified registered professional;
- d) Security shall be returned, without interest, to the applicant once all conditions of the permit have been met.

12) After Council has approved a development permit, Village staff shall:

- a) Register a Notice of Permit against the title of the property at the Office of the Land Title and Survey Authority of British Columbia;
- b) Update databases and file all information pertaining to the application;
- c) Administer any further conditions of the development permit as specified within each individual permit as required.

4.2 Development Variance Permits

- 1) A development variance permit application shall be completed upon a form provided by the Village which then shall be delivered to the Village together with such additional plans and particulars as may be required. The application considered as being accepted when all required information (including fees) has been received.
- 2) All completed applications shall include the following:
 - a) A completed application form including the application fee in the amount set out in the *Village of Tahsis Fees and Charges Bylaw No. 594, 2017*;
 - b) A written authorization from the owner of the subject property or from an agent authorized to act on the owner's behalf;
 - c) A copy of the certificate of title;
 - d) A legal description and municipal address of properties included in the application;
 - e) Identification of all relevant land use bylaw regulations and the proposed variance request, including specific dimensions and number of parking spaces (if applicable);
 - f) A written explanation of the purpose of the request, including the rationale and a description of the proposed development;
 - g) A site plan and other supporting plans which contain the following minimum information about the subject property:
 - i. Location map including neighbouring land uses;
 - ii. Existing and proposed buildings in relation to legal property boundaries;
 - iii. Significant physical features and topographic information including all existing watercourses and wetlands;
 - iv. North arrow and drawing scales;
 - v. Dimensions for all elevations and site plans;
 - vi. Geodetic elevation;
 - vii. Residential unit or building layout and/or comprehensive plan illustrating unit distribution;

- viii. Existing and proposed roads;
 - ix. Landscaping plan showing location, type and quantities of all plants and ground cover material including a written estimated cost for the proposed plan;
 - x. Open space.
 - h) A Surveyors Certificate by a BCLS Surveyor;
 - i) A completed "site profile" for the subject property if required under Section 40 of the *Environmental Management Act*.
- 3) All applications shall be subject to the following conditions:
- a) Where the Village has received a site profile for the subject property under Section 40 of the *Environmental Management Act*, the Village shall not approve the application unless one of the conditions referred to in section 557(2)(a) to (g) of the *Local Government Act* has been satisfied;
 - b) Where an application contains multiple parcels, each legal parcel shall be considered as a separate application, unless otherwise determined by the Chief Administrative Officer;
 - c) An application that has been refused by Council shall not be reconsidered for a period of twelve (12) months immediately following the date of refusal, except when permitted pursuant to Section 460 of the *Local Government Act*. A re-application is considered a new application which shall be subject to the same prescribed application fee;
 - d) An application which has been inactive for six (6) months is deemed to be abandoned. A re-opened application is considered a new application which shall be subject to the same prescribed application fee.
- 4) The Village shall provide a notice to be mailed or other delivered to the owners and occupiers of all properties within a 75-metre radius of the lot lines of the subject property at least ten (10) days before the meeting where Council will make a decision on the application.

- 5) Development variance permit applications shall be submitted to Council accompanied by a staff report which may include:
 - a) A copy of the proposed development variance permit;
 - b) Advice from internal committees or external government agencies;
 - c) Any public submissions received;
 - d) A review and analysis of the proposed variance;
 - e) A recommended course of action for Council to consider;
 - f) Any additional information Village staff consider relevant.
- 6) The applicant shall be notified within ten (10) days of Council's decision to:
 - a) Authorize the issuance of the development variance permit;
 - b) Authorize the issuance of the development variance permit as amended by Council; or
 - c) Refuse to authorize the issuance of the development variance permit.
- 7) Pursuant to Section 502 of the *Local Government Act*, security may be required as a condition of the development variance permit subject to the following regulations:
 - a) Security shall only be required in respect to:
 - i. A condition of the development variance permit respecting landscaping,
 - ii. An unsafe condition or damage to the natural environment that may result as a consequence of a contravention of a condition in a permit;
 - b) Security shall be in the form of cash or an irrevocable letter of credit, effective for the term of the permit;
 - c) The amount of security required shall be 125% of the costs to undertake or supervise the works for which the securities are required, as determined by the Village of Tahsis using an estimate or quote provided by the applicant as prepared by a qualified registered professional;
 - d) Security shall be returned, without interest, to the applicant once all conditions of the permit have been met.
- 8) After Council has approved a development variance permit, Village staff shall:

- a) Register a Notice of Permit against the title of the property at the Office of the Land Title and Survey Authority of British Columbia;
- b) Update databases and file all information pertaining to the application;
- c) Administer any further conditions of the development variance permit as specified within each individual permit as required.

4.3 Temporary Use Permits

- 1) Temporary use permits shall not exceed three (3) years and may be renewed for an additional three (3) years upon a new application to Council.
- 2) A temporary use permit application shall be completed upon a form provided by the Village which then shall be delivered to the Village together with such additional plans and particulars as may be required. The application is considered as being accepted when all required information (including fees) has been received.
- 3) All completed applications shall include the following:
 - a) A completed application form including the application fee in the amount set out in the *Village of Tahsis Fees and Charges Bylaw No. 594, 2017*;
 - b) A written authorization from the owner of the subject property or from an agent authorized to act on the owner's behalf;
 - c) A copy of the certificate of title;
 - d) A legal description and municipal address(es) of properties included in the application;
 - e) A written outline of the proposed use and the duration of the proposed activity including plans for mitigating potentially harmful impacts on the environment, adjacent lands, and the local community as well as plans for the rehabilitation of the site following the discontinuance of the proposed temporary use;
 - f) A site plan and other supporting plans which contain the following minimum information about the subject property:
 - i. Location map including neighbouring land uses;
 - ii. Existing and proposed buildings in relation to legal property boundaries;

- iii. Significant physical features and topographic information including all existing watercourses and wetlands;
 - iv. North arrow and drawing scales;
 - v. Dimensions for all elevations and site plans;
 - vi. Geodetic elevation;
 - vii. Residential unit or building layout and/or comprehensive plan illustrating unit distribution;
 - viii. Existing and proposed roads;
 - ix. Open space.
 - g) A Surveyors Certificate by a BCLS Surveyor;
 - h) A completed "Site Profile" as per the *Environment Management Act* for the subject property or release from the Ministry to proceed.
- 4) All applications shall be subject to the following conditions:
- a) Where an application contains multiple parcels, each legal parcel shall be considered as a separate application, unless otherwise determined by the Chief Administrative Officer;
 - b) An application that has been refused by Council shall not be reconsidered for a period of twelve (12) months immediately following the date of refusal, except when permitted pursuant to Section 460 of the *Local Government Act*. A re-application is considered a new application which shall be subject to the same prescribed application fee;
 - c) An application which has been inactive for six (6) months is deemed to be abandoned. A re-opened application is considered a new application which shall be subject to the same prescribed application fee.
- 5) Residents shall be notified of the consideration of a temporary use permit application through the following:
- a) Within ten (10) days of the application being made, the applicant shall install the public notice sign advising of the application in a local visible from the road adjoining the subject property. If the property has two road frontages, two signs

may be required. The sign shall adhere to the regulations set out in the Zoning Bylaw. The sign must remain in place until the date the application is either approved or refused by Council, or becomes inactive, and shall be removed within ten (10) days of that date;

- b) The Village shall provide a notice to be mailed or otherwise delivered to the owners and occupiers of all properties within a 75-metre radius of the lot lines of the subject property at least fourteen (14) days before the meeting where Council will make a decision on the application.

6) Temporary use permit applications shall be submitted to Council accompanied by a staff report which may include:

- a) A copy of the proposed temporary use permit;
- b) Advice from internal committees or external government agencies;
- c) Any public submissions received;
- d) A review and analysis of the proposed variance;
- e) A recommended course of action for Council to consider;
- f) Any additional information Village staff consider relevant.

7) The applicant shall be notified within ten (10) days of Council's decision to:

- a) Authorize the issuance of the temporary use permit;
- b) Authorize the issuance of the temporary use permit as amended by Council; or
- c) Refuse to authorize the issuance of the temporary use permit.

8) Pursuant to Section 502 of the *Local Government Act*, security may be required as a condition of permit subject to the following regulations:

- a) Security shall only be required in relation to:
 - i. A condition of the temporary use permit respecting landscaping,
 - ii. An unsafe condition or damage to the natural environment that may result as a consequence of a contravention of a condition in a permit;
- b) Security shall be in the form of cash or an irrevocable letter of credit, effective for the term of the permit;

- c) The amount of security required shall be 125% of the costs to undertake or supervise the works for which the securities are required, as determined by the Village of Tahsis using an estimate or quote provided by the applicant as prepared by a qualified registered professional;
 - d) Security shall be returned, without interest, to the applicant once all conditions of the permit have been met.
- 9) After Council has approved a temporary use permit, Village staff shall:
- a) Register a Notice of Permit against the title of the property at the Office of the Land Title and Survey Authority of British Columbia;
 - b) Update databases and file all information pertaining to the application;
 - c) Administer any further conditions of the development variance permit as specified within each individual permit as required.

READ a first time this ____ day of ___, 2020

READ a second time this ____ day of ___, 2020

READ a third time this ____ day of ___, 2020

Reconsidered, Finally Passed and Adopted this ____ day of ___, 2020

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 633, 2020 duly passed by the Council of the Village of Tahsis on this ____ day of ___, 2020.

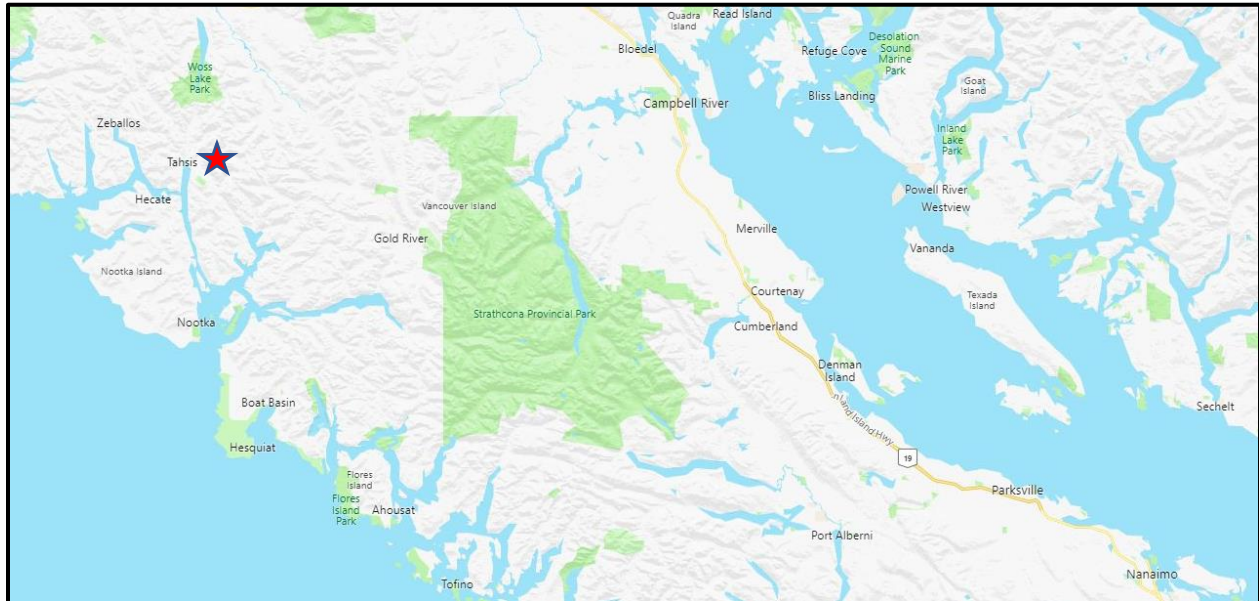
CORPORATE OFFICER



Project Brief Tahsis River: Reversing Annual Dewatering	Project Outline and Rationale		
	Project-critical Information		
	Project Name	Tahsis River: Reversing Annual Dewatering	
	Project Description	The Tahsis River dries up for ~2 kms in summer low flows, a result of poor logging practices (1940-1980), steep hillslopes and parent material (Horel, 2008).	
	Project Lead	Karenn Bailey, RBTech (604) 970-0782	
	Project Sponsor	Nootka Sound Watershed Society	
	Landowner or Jurisdiction	Crown Land (MFLNRO) & Western Forest Products (WFP)	
	Key Stakeholders	Mayor & Council and Citizens of Tahsis	
		Tahsis Enhancement Society	Frank Collins
		DFO Fisheries Restoration Biologist	Shannon Anderson
		Uu-thluk Biologist	Roger Dunlop
		Mowachaht/Muchalaht Fisheries	(vacant)
	Date Initiated	Proposed Start Date	Projected End Date
	September 2020	Fall 2020	unknown
	Benefit of Project		
	Value of performing the proposed project	Riverine connectivity and critical fish habitat (CO, CH, SK, CM, RT, ST, CT, DV) for all life stages has been lost by dewatering that could be restored if addressed. Salmon production and biodiversity would increase if rectified.	
	Impact of <i>not</i> performing this proposed project	Salmon are stranded in isolated pools and perish, run timing is reduced and species resilience likely affected. Socio-economic costs related to lost salmon production. Erosion affecting riparian silviculture restoration sites.	
	Proposed Delivery Approach		
	Process & Deliverables	<ul style="list-style-type: none">• Establish agreements with DFO and First Nation• Conduct a literature review (dewatering restoration)• Map hydrology, and timing/extent of dewatering• Map historic species use, calculate lost productivity• Design abiotic sampling, identify equipment & sites• Determine restoration feasibility (options and costs)• Develop restoration prescriptions/actions• Report out/present to stakeholder group	
	Costs and Risk Management		
	Possible Costs	Hydrologic equipment/consulting, air photos, travel to site.	
	Risks	Human - river access outside low flows (no road access).	

Tahsis River: Reversing Annual Dewatering

Tahsis is located on the west Coast of Vancouver Island (red star below).



The Tahsis River dries up in summertime roughly 5 km upstream from the ocean, and for about two or more kilometers, a contemporary issue on a historically highly productive stream. The effects of this dewatering have been little studied but indications are that the water table is near surface (Bailey, 2020). Access (no road) complicates restoration efforts and costs, and highly mobile riverbed materials (e.g. boulders) are regularly reorganized in frequent high flow events.

Gaps

Biotic: which salmonid species are affected by dewatering and how.

Abiotic: water temp and persistence (flow during egg/alevin stage).

Hydrologic: how to mitigate/modulate flows, or is it even possible.

Costs: Feasibility of project based on access - current or future (WFP plans road building/logging). Calculation of lost salmon productivity vs. restoring year-round water flow and connectivity (river & tribs).

Resources

Government, consultant and other unpublished papers, lidar, etc.



NOOTKA SOUND WATERSHED SOCIETY

www.nootkasound.info

PO 293 • Gold River • BC • V0P 1G0

FOR IMMEDIATE RELEASE

Contact: Karenn Bailey, Stewardship Coordinator

Phone: 604-970-0782

Email: stewardshipcoordinatorsnws@gmail.com

Nootka Sound Watershed Society & BCIT Students Team Up to Improve Salmon Habitat

[Gold River, Vancouver Island, October 9, 2020]

On the west coast of Vancouver Island salmon return to their natal rivers with the fall rains, but not in the historic numbers of the past. Marine survival and climate change affect salmon abundance and there is no quick fix - but we can fix legacy effects of poor logging practices.

Logging in the Tahsis River watershed has not occurred for decades, but the river flow and riparian forest remain damaged. Intense logging between the 1940s and 1980s forever changed the Tahsis River flow regime. Fish habitat has been drastically reduced and the timing and run size of Chinook, sockeye, coho and chum salmon have likely been altered by annual dewatering.

In the Tahsis River, dewatering occurs seasonally. Upstream 4.5 km from of the ocean, the river can be dry for 2.5 km in summer. Little is known about the timing and effects of the dewatering, but fish migration is impacted, and dewatering may contribute to local biodiversity losses.

A team of students will examine the Tahsis River dewatering issue this fall and provide restoration recommendations aimed at restoring surface flows. The team is taking on the project as part of their course ECOR 9110, *Planning and Monitoring for Ecological Restoration*. The course develops broad knowledge and skills needed to plan and implement restoration activities.

The Tahsis River dewatering project is a collaboration between BCIT and Nootka Sound Watershed Society (NSWS). It is the first in a developing relationship that will see students work on projects based in and around Tahsis, Gold River and Zeballos. Targeting repair to habitat and ecological processes, future on the ground work supports nature's own restoration trajectory.

The NSWS works to improve salmon returns. The NSWS has a multi-stakeholder Board of Directors comprised of representatives of each of regional communities, industry and others that rely on salmon. Together we act to increase salmon abundance and improve ecosystem function.

Nootka Sound Watershed Society is volunteer-driven, and grant and donation funded. For more information go to Nootka Sound Watershed Society website: <https://www.nootkasound.info>

The Masters of Science in Ecological Restoration is a collaboration between BCIT School of Construction and the Environment and SFU Faculty of the Environment. Combining technical and applied knowledge at BCIT with SFU's fundamental basic science and community engagement expertise that advance both the practice and science of ecological restoration. For more information follow this link: <https://www.bcit.ca/study/programs/m400msc>



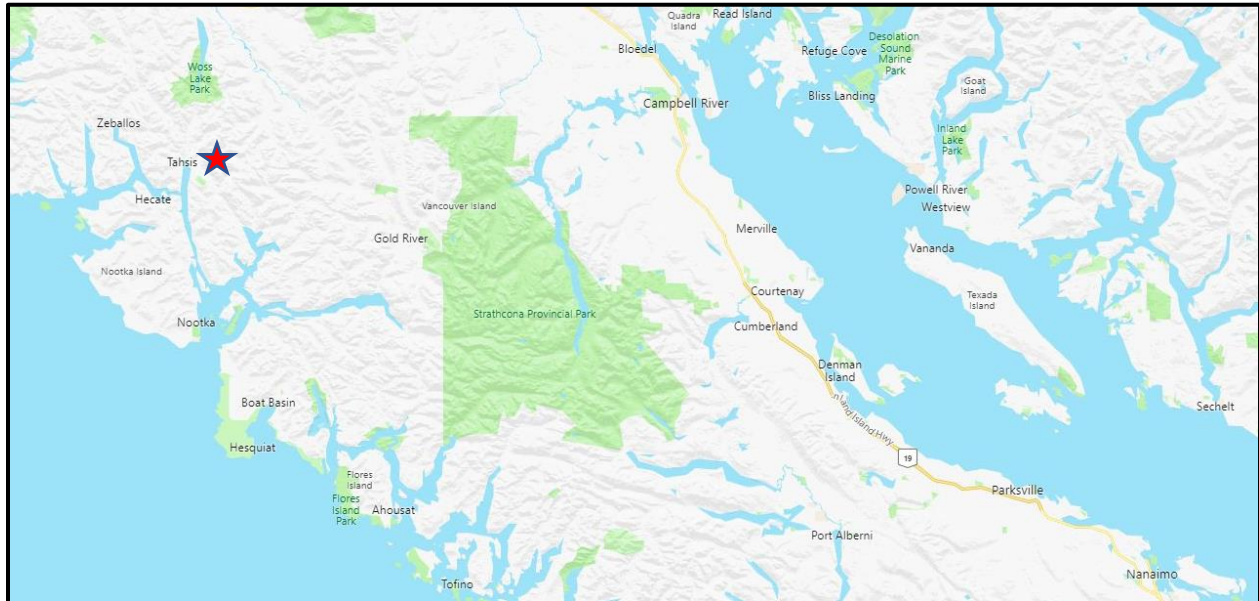
NOOTKA SOUND WATERSHED SOCIETY

www.nootkasound.info

Project Brief	Project Outline and Rationale		
	Project-critical Information		
	Project Name	Tahsis Landfill: Off-channel & Hydrologic Restoration	
	Project Description	The Tahsis Village landfill is due to close and occurs within the historic floodplain of the Tahsis River. This project aims to explore the opportunities and possibilities of creating off-channel habitat and re-establishing natural flows.	
	Project Lead	Karenn Bailey, RBTech (604) 970-0782	
	Project Sponsor	Nootka Sound Watershed Society	
	Landowner or Jurisdiction	Comox/Strathcona Regional District	
	Key Stakeholders	Mayor & Council and Citizens of Tahsis	
		Tahsis Enhancement Society	Frank Collins
		DFO Fisheries Restoration Biologist	Shannon Anderson
		Uu-thluk Biologist	Roger Dunlop
		Mowachaht/Muchalaht Fisheries	(vacant)
	Date Initiated	Proposed Start Date	Projected End Date
	September 2020	Fall 2020	unknown
	Benefit of Project		
	Value of performing the proposed project	Potential to increase off-channel fish habitat (CO, CH, RT, CT) in key lower river and freshwater/marine interface, re-establish floodplain processes and support biodiversity. Community has not been consulted on planning/land use post-closure of site. This project could facilitate these discussions and findings inform future development.	
	Impact of <i>not</i> performing this proposed project	The site has great potential recreationally (trails, swimming, playing field) and for re-establishment of off-channel habitat which might not otherwise be developed.	
	Proposed Delivery Approach		
	Process & Deliverables	<ul style="list-style-type: none">Obtain approval from Village of Tahsis and First NationEngage partnership with Comox/Strathcona DistrictCollate research, reports and soil/water analysisMap current hydrology and flowDesign abiotic sampling to supplement existingPropose restoration alternatives/channel planReport out/present to stakeholder group	
	Costs and Risk Management		
	Possible Costs	Soil/water samples, permits, air photos, travel to site.	
	Risks	Human health & safety of participants, wildlife.	

Tahsis Landfill: Off-channel & Hydrologic Restoration

Tahsis is located on the west Coast of Vancouver Island (red star below).



The Tahsis Landfill is located north of the town (circled) occurring in the natural floodplain of the river. An elevated roadway bisects the land parcel and impacts the natural hydrology. Some natural channels exist (Bailey, 2020) and culverts under the roadway convey water, but to the forest floor without connection to the river. An opportunity exists to recreate historic networks of off-channel habitat.

Gaps

Biotic: which salmonid species utilize the existing waterways.

Abiotic: what are the effects to soil and water from the landfill to the downslope/downstream areas and where.

Hydrologic: existing flow regimes and groundwater effects.

Potential for fish: research historic habitat (pre-disturbance), map representative habitat (up stream), and design a restored network of off-channel and connection to the river.

Costs: design informs costs and offers project options.

Resources

Biotic, abiotic reports, local knowledge and support for fish.

Course Outline
**MSc Program in Ecological Restoration**

Renewable Resources

School of Construction and Environment

***Planning and Monitoring
for Ecological Restoration***

ECOR 9110

Start Date: 5 September 2019**Total Hours:** 45**Total weeks:** 15**Course credits:** 3**End Date:** 12 December 2019**Hours/Week:** 3**Lecture/Lab:** 3**Term/Level:** Fall/1**Prerequisites for ECOR 9110:**

Entry into the Ecological Restoration MSc program

ECOR 9110 is a prerequisite for:

All Level 2-4 classes

Course Description

Designed as an introduction to ecological restoration (ER) for those with little background in this field, this course develops broad knowledge and skills needed to plan and implement restoration activities. The course begins by exploring the sequential process of ER that is applicable to a wide range of ecosystems, and which entails developing, implementing, monitoring, and refining on-the-ground restoration projects. Although the course will focus on the overall process of ER, we will also study many common restoration techniques. We will focus especially on designing defensible monitoring programs needed to assess restoration success, including appropriate use of reference sites/conditions, statistical design (e.g., controls, sampling design), and qualitative information (e.g., photo monitoring). Students will expand and assess their knowledge of ER by critically reviewing several restoration plans, and through frequent reference to specific examples explored in class. A major component of this course entails students working in small groups to develop and partially implement a restoration and monitoring plan for a degraded site in the Greater Vancouver area. Field sessions outside of scheduled class time may be required. Techniques to communicate effectively will be examined and integrated into the assignments.

Course Structure

This class emphasizes two main approaches:

1. Traditional class formats emphasize delivery of content in the classroom. However, we'll focus on delivering content ahead of classes, and using class time to enhance and assess understanding (sometimes referred to as a **'flipped classroom'**).
2. We will also emphasize **student-led inquiry**. This will entail students leading and participating in discussions, as well as developing restoration and monitoring plans for a degraded site in the Greater Vancouver area. While this approach often pushes students outside their comfort zones, it greatly accelerates learning and professional development. Please be patient in understanding that some discomfort is a natural component of valuable education. Also know that while you're a student I will serve as a safety net to ensure the discomfort does not become unmanageable.

To prepare for each class, be sure to consult (1) 'Upcoming' notes and (2) notes and readings on the course D2L drive. For each class, we'll engage in discussions/activities based on these notes/readings, including answering questions you have about the notes/readings.

Course Learning Outcomes

Upon completion of this course students will have a functional understanding of basic principles and stages of ER. Specifically, students will be able to:

1. Describe a sequential process for planning and implementing ER, that typically includes the following main components:
 - i. Site assessment, including identifying:
 - a. Historical conditions
 - b. Current conditions
 - c. Stressors/impacts that have led from (a) to (b)
 - d. Desired future conditions
 - ii. Development of restoration goals and objectives
 - iii. Developing project budget
 - iv. Designing restoration treatments (*may include adaptive management*)
 - v. Developing monitoring plan
 - vi. Assessing need and subsequently applying for permits and approvals
 - vii. Designing and conducting public outreach
 - viii. Conducting pre-restoration monitoring (*often yields valuable site assessment data*)
 - ix. Implementing restoration treatments
 - x. Conducting post-restoration monitoring (ideally this is periodic)
 - xi. Conducting periodic maintenance
 - xii. Reevaluating and adjusting restoration treatments and monitoring
 - xiii. Documenting changes to site and to restoration/monitoring undertaken
2. Understand major elements of how to effectively implement a restoration project, including:
 - o Conducting assessments of current and historical site conditions, and of key stressors/impacts
 - o Establishing desired future conditions (which may entail identifying baseline conditions and reference sites)
 - o Developing appropriate restoration goals and objectives
 - o Using commonly employed restoration techniques
 - o Working with the natural environment to aid restoration (e.g., using ecological succession and natural disturbance)
 - o Developing a monitoring plan, including understanding basic monitoring techniques, sampling, and statistical analyses
 - o Developing a maintenance program
 - o Developing a public outreach program (e.g., to help recruit volunteers and gain stakeholder support)
 - o Assessing the need for permits and approvals

Course Components and Evaluation

Restoration and monitoring project <i>Includes the tentative components:</i> ~2 written submissions (group) 1 written submission (individual) 1 peer review (individual) 1 presentation (individual/group)	55%	<u>Comments</u> Restoration and monitoring project will entail students working in groups of ~6 to develop a restoration and monitoring plan for a site in the Greater Vancouver area. Plans will be developed incrementally with feedback from instructor and peers. Presentations will be used to provide progress updates and to obtain constructive feedback. Projects will include both group and individual components. Detailed guidelines to follow. Exams will include questions that are short and long answer, fill in the blank, and true/false. Exams will cover all material (lectures, labs, field trips, some readings), except specific restoration plans. A study guide will be provided about one week before each exam. Exam 2 is not cumulative.
Exam 1	25%	
Exam 2	20%	
<i>Total</i>	<i>100%</i>	

Learning Resources

*Denotes texts on which we will mainly rely for this class.

Recommended:

*Apfelbaum, S. I., and A. W. Haney. 2010. Restoring Ecological Health to Your Land. Island Press, Washington, D.C.

Apfelbaum, S. I., and A. W. Haney. 2012. The Restoring Ecological Health to Your Land Workbook. Island Press, Washington, D.C.

Clewell, A. F., and J. Aronson. 2013. Ecological Restoration: Principles, Values, and Structure of an Emerging Profession. Second edition. Island Press, Washington, D.C.

*Galatowitsch, S. M. 2012. Ecological Restoration. Sinauer Associates, Sunderland, Massachusetts.

Gayton, D. 2001. Ground work: basic concepts of ecological restoration in British Columbia. Southern Interior Forest Extension and Research Partnership. SIFERP Series 3. Available online at:
http://www.forrex.org/sites/default/files/forrex_series/SS3.pdf.

Ministry of Water, Land and Air Protection. nd. Ecological restoration guidelines for BC. Available online at:
<http://www.env.gov.bc.ca/fia/documents/restorationguidelines.pdf>.

*Rieger, J., J. Stanley, and R. Traynor. 2014. Project Planning and Management for Ecological Restoration. Island Press, Washington, D.C.

Tongway, D.J. and J.A. Ludwig. 2011. Restoring Disturbed Landscapes: Putting Principles into Practice. Island Press and Society for Ecological Restoration, Washington, D.C.

Course Outline Changes

This document is intended as a guideline only. Unforeseeable circumstances and opportunities may warrant changes to course content, sequencing, timing, or evaluation. As much as possible, adequate notice of any such changes will be given.

Instructor

Kim Ives

Office: SE4 - 105B

Email: kives@bcit.ca

Tel: 604-412-7526

Information for Students

Students should familiarize themselves with both academic policies and non-academic policies at BCIT, which can be found at: <https://www.bcit.ca/judicial/policies.shtml>.

Course Outline Changes: The material or schedule specified in this course outline may be altered. If changes are required, they will be announced with as much advanced notice as possible.

Assignments: Marks for late assignments will be **penalized 10% per day**. For instance, a submission that would have earned 82% if submitted on time would earn 72% if submitted 24 hours late. Whether penalties are pro-rated on an hourly basis is left to the discretion of instructors.

Use of cell phones, internet: If you need to make a call/text/email/internet search during class, **please discretely leave the room** to do so outside the eyesight/earshot of the class. Otherwise, please turn off all devices during class time. We will take regular breaks during which you can call/text/email/surf.

Attendance: The attendance policy as outlined in the current BCIT Calendar will be enforced. **If you need to miss class**, please (1) notify instructors with as much advanced notice as possible, and (2) arrange for a classmate to provide you with all missed handouts/notes/instructions. Students **cannot miss more than 10% of class meetings** without prior arrangements with the instructors.

Illness: A doctor's note is required for any illness causing you to miss assignments, quizzes, tests, projects, or exam. At the discretion of the instructor, you may complete the work missed or have the work prorated.

Ethics: BCIT assumes that all students attending the Institute will follow a high standard of ethics. Incidents of cheating or plagiarism may, therefore, result in a grade of zero for the assignment, quiz, test, exam, or project for all parties involved and/or expulsion from the course. Students are expected to meet all standards of academic integrity as indicated in Policy 5002, (Section 4, Academic Integrity (page 15-16 in the on-line document at: <http://www.bcit.ca/files/pdf/policies/5002.pdf>)).

Verification

I verify that the content of this course outline is current.

Authoring Instructor

Date

I verify that this course outline has been reviewed.

Program Head/Chief Instructor

Date

I verify that this course outline complies with BCIT policy.

Dean/Associate Dean

Date

Janet St. Denis

Subject: FW: It's official ... MSc. students are working on the Tahsis River Dewatering project.
Attachments: Project Brief Tahsis River Reversing Annual Dewatering.pdf; Press Release NSWS and BCIT partner to improve salmon habitat.docx; Project Brief Tahsis Landfill Off-channel & Hydrologic Restoration.pdf

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

From: **Karenn Bailey** <stewardshipcoordinator@nsws@gmail.com>

Date: Thu, Oct 15, 2020 at 9:53 AM

Subject: It's official ... MSc. students are working on the Tahsis River Dewatering project.

To: Mark Tatchell <mtatchell@villageoftahsis.com>

Cc: Sarah Fowler <SFowler@villageoftahsis.com>, Dorothy Hunt <lands@yuquot.ca>, Mayor <mayor@villageoftahsis.com>, <tahsissalmon@gmail.com>, Amanda Booth <amandajbooth86@gmail.com>, Zo Ann <zoann@pskf.ca>, Irine Polyzogopoulos <irine.polyzogopoulos@nuuchahnulth.org>, Laura Terry <laura.terry@dfo-mpo.gc.ca>, Kent O'Neill <kent@thelodgeatgoldriver.ca>, Leigh Stalker <leigh.stalker@snrc.ca>

Hello Mark,

for your records please see the attached Press Release formally announcing a partnership between Nootka Sound Watershed Society and a team of five students from the Masters of Ecological Restoration (MSC. ER) program at BCIT/SFU. This desk-top project is a high-level overview of possible restoration options for the dewatering issue based on research. Next steps will be predicated by the student findings, feasibility and future funding and partnering opportunities.

As background I have included the Project Brief that provides a thumbnail of pertinent information. If you haven't seen the fly-through of the Tahsis River (ending where the dewatering begins this past summer) created by the Pacific Streamkeepersteam and PSKF volunteer/NSWS Intern Amanada Booth, please go to this site https://www.youtube.com/watch?v=LOOyEbW-uk&ab_channel=PacificStreamkeepersFederation.

I submitted two Tahsis River project briefs to the MSc. ER faculty in early September. The Tahsis Dewatering Project has been taken on by one student team but there is another interest in a second, the Tahsis Landfill Off-channel project (brief attached). The MSc. ER faculty have expressed interest in developing a long-term relationship with NSWS, and through association, our regional partners and allies.

The Nootka Sound Watershed Society is in a unique position to bring together many parties on a collaborative platform to make positive change for the enhancement of salmonid populations and their habitat which supports our regional partners and citizens. We are a community-driven not-for-profit organization. Acknowledging that there are only about 2,000 people living in the Nootka Sound Watershed Society operating area, we understand that outside assistance helps move our projects forward. The partnership with BCIT/SFU is one way we can import scientific knowledge into our region and help students learn from real-life projects. The students have requested an audience with the Nootka Sound Watershed Society Board of Directors to share their findings in November. Should the Village of Tahsis wish to have them present to your Mayor and Council/citizens I would suggest that your December 1st regular meeting might best align with the conclusion of their project and I am happy to connect you.

I encourage anyone with a research, enhancement or restoration concept to contact me and we can see if there is an opportunity for collaboration.

Thank you,

Karenn Bailey, RBTech
Nootka Sound Watershed Society Stewardship Coordinator
604-970-0782

From: Dennis Dugas <ddugas@porthardy.ca>
Date: 2020-10-22 12:28 p.m. (GMT-08:00)
To: sfowler@villageoftahsis.com
Cc: Gaby Wickstrom <mayorwickstrom@portmcneill.ca>
Subject: FW: Provincial Funding for Emergency / Fire Equipment Small Communities

Hello Councilor Fowler / Small Community Representative on UBCM Board:

Sarah, I am sending you this email to get you, your Mayor and council's support to support a coalition of Small Communities to get our voice heard at the Provincial Government level. It is time that Small Communities in our Province make our voices heard loud and clear that we can not sustain Fire Protection services without Provincial financial support.

The Insurance Premium Tax (information attached) is still being collected in BC for House Insurance and Vehicle Insurance at a rate of 4.4% which I would estimate as being in the high millions?

Within BC there are 5 Area Associations and we need to get the Small Communities to set up coalitions in each UBCM Association area to address this issue so it can become a main topic at the UBCM Board level in getting their support for small communities.

I hope with your support we can together help spearhead this topic at the AVICC level and UBCM level as well.

With the soon closing of the Provincial election, it is a good time again to bring this to the Province's attention and make sure our local MLA and the MLAs in all the regions of our Province know that this issue is not going to be ignored any longer.

Your comments and suggestions sent back to me will be greatly appreciated and please let me know if you received this email.

As we say " Together we are Stronger ".

Regards, Take Care and Stay Healthy

Dennis Dugas (D2)

District of Port Hardy Mayor

B.C.'s Insurance Premium Tax: potential revenue source for local fire services

PROBLEM

Rising costs are making it increasingly difficult for B.C. communities to fund fire services. The provincial government provides limited support for community firefighting, and refuses to share revenue from the 4.4% Insurance Premium Tax, which was originally created to fund fire protection.

BACKGROUND

A clear historic link exists between B.C.'s Insurance Premium Tax and the fire insurance premium tax the provincial government introduced in 1921 to offset the costs of the Office of the Fire Marshal, which at the time conducted fire investigations, training and code enforcement.

Over the years, the province has expanded the IPT's reach to include automobile insurance and the entire property insurance premium (not just fire insurance), and made legislative changes to sever the link between collection of the tax and payment for fire services. However, the province re-established that link in 2004, when it raised the IPT from 4% to 4.4% to pay for forest firefighting.

B.C.'s Insurance Premium Tax is the highest in Canada, yet it offers negligible support for community firefighting. The IPT is forecast to raise \$362 million in 2007/08 (more than double what it raised in 1999). Meanwhile, the only direct provincial contribution today towards community firefighting is through the Office of the Fire Commissioner, a governance-oriented body that received \$2.39 million in 2007/2008 (less than 1% of the IPT's revenue).

In Canada, responsibility for fire suppression falls to municipalities, which rely on property taxes for funding. B.C. municipalities collect more than \$397 million per year in property taxes to pay for firefighting, safety inspections and fire investigations.

As fire protection costs have continued to rise, provincial funding to municipalities has dwindled. After consistent reductions to unconditional provincial grants to municipalities over the years, the province stopped providing these grants altogether in 2006 to cities of more than 19,000 people (small communities still receive some support, but below 1998 levels). In addition, the province has gradually assigned to B.C. municipalities many former duties of the Office of the Fire Commissioner – such as safety inspections and fire investigations – without additional provincial funding.

While Insurance Premium Taxes are common across Canada, some provinces and territories provide higher levels of support for community fire services than seen in B.C. The United States also has examples of insurance premium taxes that help offset local fire service costs.

Lobbying by the Fire Chiefs' Association of B.C., the Union of B.C. Municipalities and individual municipalities and regional districts has so far failed to convince the provincial government to re-examine the issue or acknowledge the link between the IPT and funding for community fire services.

Interestingly, the province successfully used a similar argument – the moral link between tax collection and disbursement – in applying for federal funding (such as the gasoline tax).

Legal advice has also shown the merits of possible constitutional challenges related to either the argument that the IPT is discriminatory because it imposes a tax on property owners that other provincial taxpayers do not have to pay, or that the negative effect of diverting the revenue away from fire services outweighs the benefits of applying it as general revenue.

KEY CONCERNS

- **Safety:** Rising costs are forcing communities to make cuts that could negatively impact fire services.
- **Fairness:** In essence, B.C. property owners are paying for the same service twice – once through their property taxes, and again through a tax that was originally intended to pay for fire services. When a tax is collected from a defined group of people for a defined purpose, there is a moral obligation to spend the revenue on that purpose.

¹ *Fire Marshal Act 1921*

Section 32

1. For the purpose of defraying the expenses of administration under this Act, including the salaries of the Fire Marshal and his staff, every company (as defined by the "British Columbia Fire Insurance Act") transacting the business of fire insurance in the Province shall contribute each year a sum to be fixed by the Lieutenant Governor in Council according to such rate as in his opinion will be sufficient to meet the actual expenses of administration under this Act, but not exceeding in any year one-third of one per cent of all premiums or assessments (less return premiums or assessments and reinsurance premiums) paid or payable to such company on risks within the Province, and calculated on the business of the preceding calendar year as reported to the Superintendent, and such contribution shall be in addition to any other fee or tax payable by the company under any other Act: Provided that where the company is not licensed under the "British Columbia Fire Insurance Act" the contribution prescribed by this section shall be made by each insured paying a sum fixed as aforesaid, calculated according to the premium or assessment paid by him to the company during the preceding calendar year.
2. Every company and insured shall, on or before the first day of March in each year, pay to the Superintendent the amount so due from it or him, and the provisions of the "Taxation Act," or, in the absence of appropriate provisions, such provisions as may be adopted by the regulations for the purpose of enforcing payment of any such amount, shall apply in each case.
3. The Superintendent shall pay into the Provincial Treasury all Money received by him under this Act, and shall keep a separate account showing the moneys so received and the moneys expended in administration under this Act, in such a manner as may be required.
4. The salaries of the Fire Marshal and his staff and all expenses of administration under this Act shall, in the absence of a special vote of the Legislature available therefore, be paid by the Minister of Finance out of the Consolidated Revenue Fund.

² *Fire Services Act 1979*

Section 48

1. To defray administration expenses under this Act, including the salaries of the fire commissioner and his staff, each insurance company transacting fire or automobile insurance business in the Province and each person whose property in the Province is insured for a fire hazard with an insurance company not licensed under the *Insurance Act*, shall contribute each year, in addition to all other fees or taxes payable under any other Act, a sum to be fixed by the Lieutenant Governor in Council according to a rate he believes will be sufficient with the money available under section 52 to meet actual administration expenses.
2. The sum fixed for an insurance company shall not exceed in any year 1% of the aggregate of the premiums or assessments, or their portions, paid or payable to the company for a fire hazard on property in the Province, less return premiums, assessments and reinsurance premiums, calculated on the business of the preceding calendar year reported to the superintendent.
3. The sum fixed for a person whose property is insured with an unlicensed company shall not exceed in any year 1% of each premium or assessment paid or payable by him, or premium note given or mutual or other liability assumed by him for a fire hazard under each insurance contract with an unlicensed company during the current calendar year, less return premiums, assessments and other similar rebates, as shown by his returns to the superintendent.

Section 49

Each insurance company shall pay to the Commissioner of Income Tax at Victoria the contribution due from it at the same time and manner as the tax under the *Insurance Premium Tax Act*. Each insured person shall pay to the superintendent his contribution in the same manner and time as the tax imposed on him by the *Insurance Act*.

Section 50

Salaries and expenses necessarily incurred in the administration of this Act shall, in the absence of a vote of the Legislature for that purpose, be paid out of the consolidated revenue fund. If the money collected under this Act is in any year less than the salaries and expenses, the Lieutenant Governor in Council may fix a further sum, subject to the limitation in section 48, to be contributed by the persons and in the manner set out in that section, to meet the deficiency.

Section 51

1. The fire commissioner shall keep an account of the money expended in the administration of this Act, and shall furnish the Lieutenant Governor in Council with the information he may require to fix the rate of contribution under section 48 or 50.
2. The superintendent shall keep an account of the amounts received by him under section 49 or 50, and on request shall furnish the fire commissioner with a statement of them.

Section 52

All license and other fees, money and fines collected or recovered under this Act or regulations shall be accounted for as part of the consolidated revenue fund.

³ *Fire Services Amendment Act, 1982*

Chapter 49

Her MAJESTY, by and with the advice and consent of the Legislative Assembly of the Province of British Columbia, enacts as follows:

1. Sections 48 and 49 of the *Fire Services Act*, R.S.B.C. 1979 c.133, are repealed and the following substituted:

Imposition of tax

48. (1) In this section, 'commissioner' means commissioner as defined in the *Insurance Premium Tax Act*.
 (2) An insurance company transacting the business of fire insurance in the Province shall pay to the commissioner a tax equal to the portion prescribed by the Lieutenant Governor in Council of the aggregate of the premiums and assessments received or receivable by the company in 1983 or any subsequent calendar year for policies insuring property situated in the Province, other than automobiles, after deducting the following:
 - (a) premiums or assessments on property reinsurance ceded to the company by other insurance companies licensed or authorized by permit under the *Insurance Act* to transact business in the Province;
 - (b) property insurance premiums or assessments returned;
 - (c) the cash value of dividends paid or credited to property insurance policy holders.
- (3) A person whose property is insured against a fire hazard with an insurance company that is not licensed under the *Insurance Act* shall pay to the superintendent a tax equal to the portion prescribed by the Lieutenant Governor in Council of the
 - (a) premium or assessment paid or payable,
 - (b) premium note given, or
 - (c) mutual or other liability assumed
 by the person for property insurance under each insurance contract with an unlicensed insurance company in 1983 or any subsequent calendar year.

Application of *Insurance Premium Tax Act* and *Insurance Act*

49. (1) Subject to this section, the *Insurance Premium Tax Act* applies in respect of the tax payable under section 48
 (2) Commencing on January 1, 1983, section 4.1 of the *Insurance Premium Tax Act* applies to an insurance company whose tax payable, under section 48 of this Act, in the preceding calendar year exceeded \$25,000
 (3) Part 9 of the *Insurance Act* applies in respect of the tax payable under section 48 (3).
2. Section 50 is repealed.
3. Section 51 is amended
 - (a) in subsection (1) by striking out "of contribution under section 48 or 50" and substituting "of tax under section 48", and
 - (b) in subsection (2) by striking out "section 49 or 50" and substituting "section 48"

January 13, 2020

Mayor Dennis Dugas
District of Port Hardy
Box 68
Port Hardy, BC V0N 2P0



RE: Resolution 2017-B61 Follow Up

Dear Mayor Dugas,

Thank you for your letter dated January 8 regarding resolution 2017-B61 – Funding for Fire Equipment.

As you noted, this resolution was endorsed by the UBCM membership in 2017 and conveyed to the Province. UBCM would have shared the provincial response with Port Hardy's council of the day.

The UBCM Executive assess the provincial responses received each year to determine where UBCM might best focus our resources regarding follow up and further work with the province on resolutions. The Executive determined that 2017-B61 best fit in the category of monitoring the Province's progress on the issues raised and to provide input if required.

For your reference, enclosed is a copy of 2017-B61, the resolutions committee comments and the provincial response. As noted in the resolutions committee comments the request in 2017-B61 is in keeping with previous member requests.

"The Committee notes, however, that members have consistently endorsed resolutions seeking sources of funding for first responder supplies and equipment (2014-B15, 2012-B10, 2010-B6, 2000-B15, 1993-A5, 1993-B40). Based on this member feedback, during the negotiation of the renewed Gas Tax Agreement (2014) UBCM advocated, unsuccessfully, for the inclusion of emergency response infrastructure as an eligible expense within the Gas Tax Agreement."

In 2014, UBCM attempted to have fire-fighting equipment included as an eligible expense under the Gas Tax Agreement. While unsuccessful, this is the type of advocacy work that UBCM does on behalf of our members to move forward the requests contained in endorsed resolutions.



-2-

Our members are also encouraged to advocate for their endorsed resolutions. Should Port Hardy wish to take further steps to see the request contained in resolution 2017-B61 adopted, we would recommend they reach out to, for example, their local MLA, the Minister of Finance and the Minister of Forests, Lands, Natural Resource Operations and Rural Development to let them know that this is still an issue they would like to see action on. You may also want to reference the other endorsed resolutions on this topic (2014-B15, 2012-B10, 2010-B6, 2000-B15, 1993-A5, 1993-B40), so the Province understands that this is a long-standing policy position of the members of UBCM.

For your information, all of the resolutions considered at each UBCM convention, and the responses we receive, are posted to our searchable resolutions database, available here: <https://www.ubcm.ca/resolutions/default.aspx>

Should you have any questions, please contact myself or Jamee Justason, Resolutions and Policy Analyst, at 604-270-8226 Ext. 100 or jjustason@ubcm.ca

Yours truly,

A handwritten signature in black ink, appearing to read "Maja Tait".

Maja Tait
UBCM President

Enclosure



2017 B61 Funding for Fire Equipment

Whereas communities are required to provide essential services including fire safety, and emergency vehicles and equipment for fire safety are costly;

And whereas grants for emergency equipment have all but disappeared since the early 2000's, with small communities required to fund 100 per cent of emergency equipment through taxation:

Therefore be it resolved that UBCM request the Province of British Columbia to create grants for emergency vehicles and equipment and make them available to **all local governments** at a cost share of no less than 50 per cent.

Convention Decision: **Endorsed as Amended**

Provincial Response

Ministry of Public Safety & Solicitor General

The Province of British Columbia is committed to advocate on behalf of UBCM and BC local governments that, in addition to disaster mitigation, emergency preparedness be an eligible category for local government projects under the Gas Tax Agreement.

Provincial officials will discuss with their federal counterparts the eligibility of this type of capital purchase in the development of the Rural and Northern Communities Infrastructure stream, part of the federal government's Investing in Canada Plan.

Although local governments are not eligible to receive Community Gaming Grants, not-for-profit organizations delivering emergency services to communities may be eligible to apply for funding through the Public Safety Sector or the Capital Projects Sector of the Community Gaming Grants Program.

UBCM has launched the \$32 million Community Emergency Preparedness Fund, funding for which was announced by the Province in March 2017. The fund is not intended to support local government's emergency management capital costs; however, it is intended to support enhanced preparedness and resilience as key elements of a local government's emergency program. As such, some emergency equipment purchases may qualify for funding consideration.

Other Response

Resolutions Committee Comments

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Province to establish a grant funding program for local governments with population under 100,000, that would provide at least 50% provincial funding towards emergency vehicles and equipment.

The Committee notes, however, that members have consistently endorsed resolutions seeking sources of funding for first responder supplies and equipment (2014-B15, 2012-B10, 2010-B6, 2000-B15, 1993-A5, 1993-B40). Based on this member feedback, during the negotiation of the renewed Gas Tax Agreement (2014) UBCM advocated, unsuccessfully, for the inclusion of emergency response infrastructure as an eligible expense within the Gas Tax Agreement.

The Resolutions Committee would observe that resolutions that set population limits have been divisive amongst the UBCM membership. Local governments of all sizes—not only smaller municipalities or regional districts—are faced with bearing the full costs of emergency equipment. The Committee would propose an amendment to acknowledge this reality.

The Committee would also note that, following a March 2017 provincial announcement, UBCM will be

administering the new \$32 million Community Emergency Preparedness Fund. This new funding program will include a funding stream that focusses on building capacity for Emergency Social Services teams through new equipment, training and volunteer recruitment/retention.





September 15, 2020

Mark M. Glassford
PO Box 217
Tahsis, BC
VOP 1X0

Dear Property Owner,

Re: 18 Freda Road, Tahsis, B.C.
Lot 41, VIP 35980, District Lot 82, Nootka Land District – Notice to Comply

The Village of Tahsis has received multiple complaints alleging the above referenced property constitutes an “Unsightly Property” under the Property Maintenance Regulation Bylaw No. 614, 2019.

An inspection was conducted on September 9, 2020 by the Strathcona Regional District building official, who is authorized to act as the Village’s bylaw enforcement officer. That inspection revealed that the property identified above is not in compliance with the *Property Maintenance Regulation Bylaw, 2019, No. 614*. Please see excerpt below:

“Unsightly Property” includes Land with any one or more of the following characteristics or conditions to such an extent that as a whole the Land looks unkempt, unmaintained, dilapidated or in disrepair:

- (a) *the accumulation of Refuse, Graffiti, Derelict Vehicles or Derelict Boats;*
- (b) *plants, bushes, hedges, shrubs, and trees that are decaying, dying or dead or are demonstrating uncontrolled growth;*
- (c) *uncontained compost piles;*
- (d) *unused landscaping materials;*

- (e) *any Building, other structure, fence, or external surface, or part thereof, that contains holes, breaks, rot, or that is crumbling or cracking, or is covered with rust or peeling paint, or any other evidence of physical decay, neglect, excessive use, or lack of maintenance; or*
- (f) *any other condition similar to those described in paragraphs (a) to (e), regardless of the condition of other properties in the neighbourhood in which the Land is located;*

UNSIGHTLINESS, UNSANITARY CONDITIONS AND GRAFFITI

- 9. (1) *An Owner or Occupier must not cause or permit Refuse or other noxious, offensive or unwholesome objects, materials or items to collect or accumulate on or around the Land of that Owner or Occupier.*
- (2) *An Owner or Occupier must not cause or permit the Land of the Owner or Occupier to become or remain an untidy or Unsightly Property.*
- (3) *An Owner or Occupier of Land must not cause or permit to exist on the Land of that Owner or Occupier any unsanitary condition or other condition that is a health, fire or other hazard.*
- (4) *An Owner or Occupier must cause the Land of that Owner or Occupier to be kept clear from dilapidated, collapsed or unfinished Buildings.*

Attached to this letter are photographs of the above referenced property which show:

- Derelict vehicles and boat;
- Accumulation of refuse;
- plants, bushes, hedges, shrubs, and trees that are decaying, dying or dead or are demonstrating uncontrolled growth;
- unused landscaping materials; and
- a structure attached to the manufactured home which is dilapidated and/or unfinished.

Please bring this property into compliance with the bylaw by October 16, 2020.

If you fail to bring your property into compliance by the given date, this matter will proceed to Council to consider issuing an Order to Comply.

Be advised that if the property is not brought into compliance within the time given in an Order to Comply issued by Council, the Village will undertake the work necessary to bring the property into compliance, the cost of which will be charged to you as the property owner and may be recovered as debt to the Village.

This letter constitutes a Notice to Comply under s. 34 of the bylaw

Relevant sections of the bylaw are attached for your reference.

Thank you for your prompt attention and cooperation in this matter.

Sincerely,



Mark Tatchell
Chief Administrative Officer
Village of Tahsis
(250)934-6344
mtatchell@villageoftahsis.com

NOTICE TO COMPLY

34. In addition to any other remedy under any enactment or otherwise available at law, if a Bylaw Enforcement Officer determines that the Owner or Occupier of Land or a Building or any other person, does not comply with this Bylaw, the Bylaw Enforcement Officer may, by written notice, require the Owner, Occupier or other person to comply with this Bylaw.
35. Each notice pursuant to this Bylaw must contain the following:
 - (a) in the case of a notice to an Owner or Occupier,
 - (i) the name of the Owner or Occupier to which it is directed, and the municipal address or location of any Land or Building to which it applies;
 - (ii) particulars to describe how the Owner or Occupier fails to comply with this Bylaw;
 - (iii) reasonable particulars of what is required in order to bring the Owner or Occupier into compliance with this Bylaw;
 - (iv) a reasonable time within which to complete any repairs, work or other actions necessary to bring the Owner or Occupier into compliance with this Bylaw;
 - (v) a statement that if such repairs, work or other actions are not completed within the time given, the matter may proceed to Council for an order to comply; and
 - (vi) a statement that if such repairs, work or other actions are not completed within the time given in an order to comply issued by the Council, the Village may proceed to carry out such repairs, work or other actions, and the costs of the Village in doing so will be charged to the Owner or Occupier and may be recovered as a debt to the Village, and if not paid by December 31st of the year in which the costs are incurred, will be added to the property taxes for the Land and Building of the Owner or Occupier as taxes in arrears;
 - (b) in the case of a notice to another person,
 - (i) the name of the person to which it is directed, and the municipal address or location of any Land or Public Place to which it applies;
 - (ii) particulars to describe how the person fails to comply with this Bylaw;
 - (iii) reasonable particulars of what is required in order to bring the person into compliance with this Bylaw;
 - (iv) a reasonable time within which to complete any work or other actions necessary to bring the person into compliance with this Bylaw;
 - (v) a statement that if such work or other actions are not completed within the time given, the matter may proceed to Council for an order to comply; and
 - (vi) a statement that if such work or other actions are not completed within the time given in an order to comply issued by the Council, the Village may proceed to carry out such work or other actions, and the costs of the Village in doing so will be charged to the person and may be recovered as a debt to the Village.

36. Any notice required to be given pursuant to this Bylaw must be served by one of the following methods:
- (a) being personally delivered to the person to whom it is addressed;
 - (b) being left with a person apparently over the age of sixteen years at the location of the Land or Building to which it relates;
 - (c) being mailed by registered mail to the most recent address of the person to whom it is addressed as shown on the Village's property tax records; or
 - (d) being posted in a conspicuous place on the Land or Building to which it relates, including near the front entrance of any Building on the Land.

ORDER TO COMPLY

37. If an Owner or Occupier fails to comply with a notice from a Bylaw Enforcement Officer, Council may order the Owner or Occupier to comply, within a time specified in the order, with the requirements of this Bylaw that are not being met in respect of the Land or Building of the Owner or Occupier.
38. Prior to Council making an order under section 37, the Owner or Occupier of the Land or Building shall be given the opportunity to be heard by Council in respect of the matter contained in the notice from the Bylaw Enforcement Officer.
39. If the Owner or Occupier fails to comply with an order of Council under section 37, the Village, by its employees, contractors or agents, may act in accordance with section 17 of the *Community Charter* to fulfil the requirements of the order and to recover the costs of doing so as a debt due to the Village from the Owner or Occupier of the Land or Building which is the subject of the order.
40. If any of the costs of carrying out the order of Council under section 37 remains unpaid on December 31st of the year in which the costs were incurred, the costs may be added to the property taxes for the Land and be recovered as taxes in arrears.

PENALTIES

41. (1) A person who
- (a) contravenes, violates or fails to comply with any provision of this Bylaw,
 - (b) suffers or permits any act or thing to be done in contravention or violation of this Bylaw, or
 - (c) fails to do anything required by this Bylaw,
- commits an offence and will be liable upon conviction of a fine of not more than the total of the following:
- (d) \$10,000 (Ten Thousand Dollars),

- (e) the costs incurred by the Village in investigating and prosecuting the person, and
 - (f) any other penalty or order permitted to be imposed pursuant to the *Community Charter* or the *Offence Act*.
- (2) Each day that an offence against this Bylaw continues or exists will be deemed to be a separate and distinct offence.







18 Freda Road

August 10, 2020

Done by S. Dionne





I walk the property and I did not notice any human wastes on the property or surrounding property.



September 15, 2020

Jennifer Bushaw
PO Box 6052 Stn Main
Westlock, AB
T7P 2P7

(by email: lovjen1976@hotmail.com)

Dear Property Owner,

Re: 187 Head Bay Road, Tahsis, B.C.

Lot 1, VIP 33718, District Lot 600, Nootka Land District – Notice to Comply

The Village of Tahsis has received a complaint regarding derelict vehicles parked on the property contrary to the Property Maintenance Regulation Bylaw No. 614, 2019.

An inspection was conducted on September 9, 2020 by the Strathcona Regional District building official, who is authorized to act as the Village's bylaw enforcement officer. That inspection revealed that the property identified above is not in compliance with the *Property Maintenance Regulation Bylaw, 2019, No. 614*. Please see excerpt below:

"Derelict Vehicle" means a Vehicle or trailer which meets any one or more of the following criteria:

- (a) *fully or partially junked, scrapped, dismantled, disassembled, wrecked, disabled, or in a condition otherwise harmful to public health, welfare or safety;*
- (b) *not capable of being used or operated for its intended purpose;*
- (c) *not displaying a current and valid licence plate in accordance with the Motor Vehicle Act or any other applicable enactment;*

12. *Subject to subsection (2), an Owner or Occupier must not cause or permit any of the following to be stored or to accumulate on the Land of the Owner or Occupier:*

- (a) *all or any part of a Derelict Boat;*
- (b) *all or any part of a Derelict Vehicle;*
- (c) *Refuse.*

Attached to this letter are photographs of 5 vehicles which do not display a current and valid licence plate in accordance with the Motor Vehicle Act. Therefore, these vehicles are deemed derelict under the bylaw, as per above.

Please remove the 5 unlicensed vehicles or licence them under the Motor Vehicle Act by October 16, 2020.

If you fail to bring your property into compliance by the given date, this matter will proceed to Council to consider issuing an Order to Comply.

Be advised that if the vehicles are not licensed or removed completely within the time given in an Order to Comply issued by Council, the Village will remove the vehicles, the cost of which will be charged to you as the property owner and may be recovered as debt to the Village.

This letter constitutes a Notice to Comply under s. 34 of the bylaw

Relevant sections of the bylaw are attached for your reference.

Thank you for your prompt attention and cooperation in this matter.

Sincerely,



Mark Tatchell
Chief Administrative Officer
Village of Tahsis

NOTICE TO COMPLY

34. In addition to any other remedy under any enactment or otherwise available at law, if a Bylaw Enforcement Officer determines that the Owner or Occupier of Land or a Building or any other person, does not comply with this Bylaw, the Bylaw Enforcement Officer may, by written notice, require the Owner, Occupier or other person to comply with this Bylaw.
35. Each notice pursuant to this Bylaw must contain the following:
 - (a) in the case of a notice to an Owner or Occupier,
 - (i) the name of the Owner or Occupier to which it is directed, and the municipal address or location of any Land or Building to which it applies;
 - (ii) particulars to describe how the Owner or Occupier fails to comply with this Bylaw;
 - (iii) reasonable particulars of what is required in order to bring the Owner or Occupier into compliance with this Bylaw;
 - (iv) a reasonable time within which to complete any repairs, work or other actions necessary to bring the Owner or Occupier into compliance with this Bylaw;
 - (v) a statement that if such repairs, work or other actions are not completed within the time given, the matter may proceed to Council for an order to comply; and
 - (vi) a statement that if such repairs, work or other actions are not completed within the time given in an order to comply issued by the Council, the Village may proceed to carry out such repairs, work or other actions, and the costs of the Village in doing so will be charged to the Owner or Occupier and may be recovered as a debt to the Village, and if not paid by December 31st of the year in which the costs are incurred, will be added to the property taxes for the Land and Building of the Owner or Occupier as taxes in arrears;
 - (b) in the case of a notice to another person,
 - (i) the name of the person to which it is directed, and the municipal address or location of any Land or Public Place to which it applies;
 - (ii) particulars to describe how the person fails to comply with this Bylaw;
 - (iii) reasonable particulars of what is required in order to bring the person into compliance with this Bylaw;
 - (iv) a reasonable time within which to complete any work or other actions necessary to bring the person into compliance with this Bylaw;
 - (v) a statement that if such work or other actions are not completed within the time given, the matter may proceed to Council for an order to comply; and
 - (vi) a statement that if such work or other actions are not completed within the time given in an order to comply issued by the Council, the Village may proceed to carry out such work or other actions, and the costs of the Village in doing so will be charged to the person and may be recovered as a debt to the Village.

36. Any notice required to be given pursuant to this Bylaw must be served by one of the following methods:
- (a) being personally delivered to the person to whom it is addressed;
 - (b) being left with a person apparently over the age of sixteen years at the location of the Land or Building to which it relates;
 - (c) being mailed by registered mail to the most recent address of the person to whom it is addressed as shown on the Village's property tax records; or
 - (d) being posted in a conspicuous place on the Land or Building to which it relates, including near the front entrance of any Building on the Land.

ORDER TO COMPLY

37. If an Owner or Occupier fails to comply with a notice from a Bylaw Enforcement Officer, Council may order the Owner or Occupier to comply, within a time specified in the order, with the requirements of this Bylaw that are not being met in respect of the Land or Building of the Owner or Occupier.
38. Prior to Council making an order under section 37, the Owner or Occupier of the Land or Building shall be given the opportunity to be heard by Council in respect of the matter contained in the notice from the Bylaw Enforcement Officer.
39. If the Owner or Occupier fails to comply with an order of Council under section 37, the Village, by its employees, contractors or agents, may act in accordance with section 17 of the *Community Charter* to fulfil the requirements of the order and to recover the costs of doing so as a debt due to the Village from the Owner or Occupier of the Land or Building which is the subject of the order.
40. If any of the costs of carrying out the order of Council under section 37 remains unpaid on December 31st of the year in which the costs were incurred, the costs may be added to the property taxes for the Land and be recovered as taxes in arrears.

PENALTIES

41. (1) A person who
- (a) contravenes, violates or fails to comply with any provision of this Bylaw,
 - (b) suffers or permits any act or thing to be done in contravention or violation of this Bylaw, or
 - (c) fails to do anything required by this Bylaw,
- commits an offence and will be liable upon conviction of a fine of not more than the total of the following:
- (d) \$10,000 (Ten Thousand Dollars),

- (e) the costs incurred by the Village in investigating and prosecuting the person, and
 - (f) any other penalty or order permitted to be imposed pursuant to the *Community Charter* or the *Offence Act*.
- (2) Each day that an offence against this Bylaw continues or exists will be deemed to be a separate and distinct offence.





