



AGENDA

**Agenda for the Committee of the Whole Meeting of the Tahsis Village Council
to be held on June 1 , 2021 at 2:30 p.m. in the Council Chambers
Municipal Hall, 977 South Maquinna Drive and by electronic means**

Remote access: Join 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>

Zoom is hosted on servers in the U.S., so the name you use with Zoom and metadata about how you use the application will be stored on servers outside of Canada. If you have privacy concerns: a) don't create your own account with Zoom, b) provide only your first name or a nickname when you join a session, c) keep your camera off and microphone muted, as much as you can, and d) try to avoid sharing any identifying information.

A. Call to Order Mayor Davis will call the meeting to order at 2:30 p.m.

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

B. Introduction of Late Items None.

C. Approval of the Agenda

H. Business Arising 1 **Airline Dock Management and Regulation**

M. New Business 1 **UBCM Convention – Meeting Requests with Premier Horgan and Provincial Cabinet Ministers and the Minister of Municipal Affairs**

2 **2021 Tahsis Days**

P. Adjournment

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Mark Tatchell, CAO

Date: May 26, 2021

Re: Airline Dock Moorage

PURPOSE OF REPORT:

To outline the asset management, policy, regulatory and financial aspects for implementing regulated and managed moorage at the Village's airline dock.

OPTIONS/ALTERNATIVES

1. Proceed to draft a bylaw to regulate and manage moorage at the Village's airline dock and prepare an annual operating budget, for Council's consideration.
2. Undertake Option 1, subject to receiving a decision on the Investing in Canada Infrastructure grant application for the Tahsis Multi-use Community Pier and Dock Project.
3. Continue to provide free public moorage.
4. Any other option that Council deems appropriate

BACKGROUND:

The airline dock is one of the Village's marine infrastructure assets which is located within District 492 and is shown in the schedule which forms part of the Village's Licence of Occupation (Licence No. 112553) with the Province of British Columbia. The Licence of Occupation, issued under the *Land Act*, dated May 1, 2007 grants the Village to use the area for public boat launching ramp, float for public boat moorage and float plane docking purposes.

Condition Assessment

In 2020, McElhanney conducted a condition assessment of the airline dock which identified a number of deficiencies with the trestle, gangway and two floats. Also in 2020, Council considered, and ultimately rejected, a proposal from the Canadian Coast Guard to construct its new marine infrastructure adjacent to the airline dock within the Village's tenure area. In October 2020, the Village submitted an application under the Investing in Canada Infrastructure Program for a \$2.5m grant for a new community pier and dock project. At the May 4th closed Council meeting, McElhanney presented two options for repairing the airline dock. Council requested McElhanney to develop two additional options as temporary repairs.

Concerns with respect to moorage

Beginning in 2019 Council passed resolutions and raised issues regarding the management of the Village's marine infrastructure including financial, asset management and the use by public, government agencies and businesses. Council also resolved to review policies from other local governments in relation to developing management options. Council members have expressed concerns about the types of vessels mooring at the dock, the impact of vessel moorage on the floats, mooring periods, along with a principled reservation about providing a free service paid for by Tahsis taxpayers.

Regulating and Managing Moorage

Regulating and managing moorage at the airline dock, like any other municipal service, requires a bylaw. Staff reviewed bylaws from the Village of Port Alice, District of Ucluelet and District of Port Hardy. Although each bylaw is tailored for the individual community, they have common characteristics.

Management

The District of Ucluelet (DU) and District of Port Hardy (DPH) bylaws establish a Harbour Authority and create a Harbour Manager position. The Village of Port Alice (VPA) bylaw creates a Marina Manager position. DU and DPH have small craft harbours so a Harbour Authority and Harbour Manager or Wharfinger is required. VPA owns and operate a multi-slip marina with power and water service for vessels. VPA pays its marina manager \$2,000/month for the period mid-July to mid-September. During other periods, mariners use the "honour box" to pay their moorage fees.

Regulations

The bylaws set terms and conditions for moorage such as:

- Length and type of vessel
- Moorage rules, e.g., rafting
- Derelict vessels
- Commercial versus non-commercial vessels
- Types of activities prohibited on the vessel while moored and on the dock
- Environmental rules
- Authorities to remove vessels
- Insurance requirements
- Loading and unloading
- Liveboards
- Offences and penalties
- Fees and charges

Fees and Penalties

The respective bylaws have range of fees, charges and penalties. The DU bylaw, for example, includes 4 pages of fees, charges and penalties.

Scope

In addition to the airline dock, a bylaw could also regulate the use of the boat launch. It should be noted, that if the Village's grant is successful, and the new facility is built, the airline dock will be disassembled making the bylaw moot.

POLICY/LEGISLATIVE REQUIREMENTS:

As noted above, a bylaw is required to impose and enforce regulations and to charge fees for the use of the dock.

Provincial government policy

Provincial government policy for public wharves (the airline dock falls within the Nominal Rent Tenure category) stipulates that the dock cannot be used for commercial operations or be associated with commercial operations. If the Village wishes to provide long term moorage, an application for a marina tenure needs to be submitted. Temporary moorage and other marine access are acceptable under the Village's licence of occupation, as these provide general benefits to the community. Fees charged for temporary moorage will not automatically trigger a requirement for a commercial tenure. (The cost of a commercial tenure is \$500 annually or 5% of the gross revenue from the commercial enterprise whichever is greater.)

If the Village chooses to charge for temporary moorage, a management plan must be submitted to the Province which sets out the annual operating costs broken down into maintenance and operations including staff salaries and the estimated amount and source of revenue.

The amount of revenue permitted cannot be greater than that required to maintain and operate the facility. A notarized financial accounting listing sources of revenue and total revenue, as well as the nature and amount of total expenses, must be submitted annually.

Sublease agreements with commercial operators, such as water taxis and float plane operators, must be submitted for approval. Under the licence of occupation, no ancillary commercial uses such as restaurants, food concessions, ice plants, boat or other equipment rentals or sales are permitted. Petroleum products cannot be made available for sale.

FINANCIAL IMPLICATIONS:

To estimate revenues and expenditures more information is needed and assumptions about the level of service need to be confirmed by Council, e.g., utilizing both floats for moorage or just the first float.

STRATEGIC PRIORITY:

No.

RECOMMENDATION:

No recommendation

Respectfully submitted:

A handwritten signature in dark ink, appearing to be 'Mark Tatchell', written in a cursive style.

Mark Tatchell, CAO

From: MUNI UBCM Meeting Requests MUNI:EX <MUNI.UBCM.MeetingRequests@gov.bc.ca>
Sent: Tuesday, May 25, 2021 9:32 AM
To: MUNI UBCM Meeting Requests MUNI:EX <MUNI.UBCM.MeetingRequests@gov.bc.ca>
Subject: 2021 UBCM Convention – Meeting Requests with Premier Horgan and Provincial Cabinet Ministers and the Minister of Municipal Affairs

This message is being sent by the Ministry of Municipal Affairs (MUNI) to all Union of BC Municipalities (UBCM) Mayors and Regional District Chairs on behalf of the Honourable John Horgan, Premier, and the Honourable Josie Osborne, Minister of Municipal Affairs.

Subject: 2021 UBCM Convention – Meeting Requests with Premier Horgan and Provincial Cabinet Ministers and the Minister of Municipal Affairs
Intended Recipient(s): Mayors/Regional District Chairs/Islands Trust Chair/CAOs and cc: General Email
Attachments: Two (2) plus message below

If you have received this message in error please forward it to the appropriate person in your office.

MESSAGE:

Please see the attached letters from Premier Horgan and Minister Osborne with regards to this year's UBCM Convention. These letters outline the process for requesting a meeting with the Premier and Cabinet Ministers.

Further details on the process for requesting meetings with provincial ministry, agency, commission and corporation (MACC) staff will be sent by MUNI staff.

For requesting meetings with the Premier and Cabinet Ministers (not including Minister of Municipal Affairs) please use the online form at:

<https://UBCMreg.gov.bc.ca>
(invitation code: **MeetingRequest2021** is case sensitive)

If you have questions please contact the Premier's UBCM Meeting Request Coordinator, Marlene Behrens by email at: UBCM.Meetings@gov.bc.ca or by phone: 250 213-3856.

Please note as in previous years, meetings with the Minister of Municipal Affairs are scheduled directly with that Ministry.



May 25, 2021

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to connecting with you all again at this year's Union of British Columbia Municipalities (UBCM) Convention. As was done last year, both the Convention and the provincial government meetings will be held virtually.

UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive, particularly as we focus on recovering from the impact of COVID-19. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC. The 2021 Convention has been scheduled for September 14-17, 2021.

The week prior, from September 7-13, 2021, provincial government meetings will be held. To request a meeting with me or one of my Cabinet colleagues, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2021** and it is case sensitive. The deadline to submit your meeting requests is June 30, 2021. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

I look forward to once again being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

A handwritten signature in blue ink that reads "John J. Horgan".

John Horgan
Premier



May 25, 2021

Ref: 266944

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you as the Minister of Municipal Affairs regarding the process for requesting a meeting with me, or with ministry, agency, commission and corporation (MACC) staff, during the upcoming 2021 UBCM Convention.

The UBCM Convention will again be held virtually and in an abbreviated format from September 14 to 17, 2021. Provincial government meetings will also be held virtually and will occur the week before Convention, from September 7 to 13, 2021, to allow delegates to fully focus and participate during the shortened Convention program.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to meet with me the week before Convention, please complete the online request form at: [MUNI Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs before **June 30, 2021**. Meeting times and dates will be confirmed by mid-August. I will do my best to accommodate as many meeting requests as possible. If I am unable to meet with you, arrangements may be made for a meeting post-Convention.

To get the most out of your delegation's meeting with me, it continues to be helpful for you to provide as much detail as possible in the online form on the topic you wish to discuss. Providing this information in advance gives me a better understanding of your delegation's interests and our discussion can be more productive.

Regarding provincial staff meetings, ministry staff will email you shortly with the Provincial Appointment Book. This document lists all MACC staff expected to be available to meet with delegates around Convention time, as well as details on how to submit an online MACC staff meeting request.

This year's UBCM Convention will be my first as Minister responsible for local government, but certainly not my first Convention. After serving as Chair and Vice-Chair of the Alberni-Clayoquot Regional District and seven years as Mayor of Tofino, I am thrilled to be able to continue connecting with each of you in my new role. Through the regional calls we have had over the last several months, I have had the chance to hear about some of the challenges you face, especially related to COVID-19, as well as many of your accomplishments.

.../2

Mayors and Regional District Chairs
Page 2

I look forward to more of these conversations at Convention and to hearing your feedback on how we can continue to work together and collaborate to build stronger and resilient communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Josie", with a stylized flourish at the end.

Josie Osborne
Minister

pc: Honourable John Horgan, Premier
Brian Frenkel, President, Union of BC Municipalities

UBCM CABINET MINISTERS MEETINGS**TOPICS**2020

Minister of Forests, Lands Natural Resource Operations and Rural Development (Doug Donaldson)

Minister of Transportation and Infrastructure (Claire Trevena)

Minister of Agriculture (Lana Popham)

Minister of Environment and Climate Change Strategy (George Heyman)

Minister of Municipal Affairs and Housing (Selena Robinson)

McKelvie Creek watershed protection, Community Unity Trail, Cave Protection Act

HBFSR - maintenance, safety and future improvements, Transportation for seniors and low income residents

Open net salmon farms, Provincial support for aquaculture

Contaminated former mill site

Housing for seniors and low income residents, COVID-19 support

2019

Minister of Forests, Lands Natural Resource Operations and Rural Development (Doug Donaldson)

Minister of Transportation and Infrastructure (Claire Trevena)

Minister of Agriculture (Lana Popham)

Minister of Environment and Climate Change Strategy (George Heyman)

McKelvie Creek watershed protection, Community Unity Trail, Contaminated former mill site

HBFSR - maintenance, safety and future improvements

Open net salmon farms

Contaminated former mill site

2018

Minister of Citizens' Services (Jinny Sims)

Minister of Mental Health and Addictions (Judy Darcy)

Minister of Transportation and Infrastructure (Claire Trevena)

Minister of Indigenous Relations and Reconciliation (Scott Fraser)

Minister of Forests, Lands Natural Resource Operations and Rural Development (Doug Donaldson)

Community based wi-fi hotspots

Mental Health Care Services for Rural and Remote Communities

Head Bay Forest Service Road, Off-road vehicles

Community Unity Trail, Community to Community Program

McKelvie Creek Community Watershed Protection, Community Unity Trail, Community Forest Agreement

2017

Minister of Indigenous Relations and Reconciliation (Scott Fraser)

Minister of Transportation and Infrastructure (Claire Trevena)

Community to Community Program

Head Bay Forest Service Road

Minister of Forests, Lands Natural Resource Operations and Rural Development (Doug Donaldson)

Old Growth Forest Protection, Community Unity Trail, Community Forest Agreement, Off-Road Vehicle Legislation, Independent Power Project

Minister of Jobs, Trade and Technology (Bruce Ralston)

Community-based wireless network

2016

Minister of Community, Sport and Cultural Development

Asset Management Program, Gas Tax Funding

Minister of Jobs, Tourism and Skills Training

Community Unity Trail

Minister of Forests, Lands and Natural Resource Operations

Community Unity Trail, Nootka Sound Economic Development Corporation,

Minister of Aboriginal Relations and Reconciliation

Independent Power Projects, Old Growth Forest Protection

Community to Community Program

From: Lauren R>
Sent: Tuesday, May 25, 2021 12:21 PM
To: Mark Tatchell <MTatchell@villageoftahsis.com>
Subject: Re: Virtual Tahsis Days 2021 event ideas

Here is the list divided between in person and virtual events. Usually for the theme we place suggestion tins around town and then a decision is made from those suggestions, am I allowed to do that this year? I suppose it could potentially be done online- either by posting it on the rec centre facebook page and people could make their suggestion in the comments , but personally I avoid Facebook as much as possible so I'd rather not do it that way, Or I could make a poster & ask people to email their suggestions to the Rec centre email. Going that route could result in more entries, or less entries than having the tins out, it's hard to say... It would take away the anonymity of it though.

In-Person event ideas

Parade: Easy to stay socially distant. We had a parade last year during the pandemic & it was one of our best attended parades in many years so hoping to see the same amount or even more participation!

Outdoor Movie: Project the movie on the side of the Rec Centre, outside & easy to be socially distant

Floral arrangement competition: drop off floral arrangement at the Rec Centre to be judged

Bocce Ball: Pair up with member of household, or bubble if they live alone. It's outside with lots of space for social distancing, sanitize before playing & can require mask wearing if need be

Duck Race: Due to the lack of Junior Rangers to do the retrieving of the ducks from the river & to limit gathering we're thinking of pivoting this to being done in the pool instead. It'll be a "Duck Dip"- all the ducks go in the pool and we could be live on zoom for people to watch from home as we use a net to scoop up the three winning duckies.

Outdoor Scavenger hunt: an outdoor scavenger hunt that can be done singularly or with their household- they'll have to go around to different locations in/around town to snap a photo of a, not to hidden, image (think finding Waldo). They'll have the weekend to search at as many places as they want & at their own pace so it won't be a rush of people going place to place

Outdoor games: This will be dependent on restrictions. We have Yardzee, Connect Four, & Jenga.

Car wash: if the Fire Depart. Is interested

Silent Auction: we're working on figuring out a way to do it online, if we get donations

Virtual event ideas

BINGO: held via zoom

Trivia Contest: held via zoom. 1 theme related trivia contest and 1 Music trivia (name that tune)

Scavenger hunt: held via zoom- the list will consist of regular type household items

Nature Mandala contest: Submit pictures, via email or on facebook, of their mandalas made from objects found in nature for a prize

Take home craft kit: Craft kit supplied to kids & they post a photo of/with their completed craft

Photo Contests: ex. Photo contest related to the theme, pet photo contest

Games via zoom: ex. Virtual musical chairs, the alphabet challenge, 5 second rule

From: Mark Tatchell <MTatchell@villageoftahsis.com>

Sent: May 21, 2021 1:15 PM

To: Lauren R <lo_lo_13@hotmail.com>

Subject: RE: Virtual Tahsis Days 2021 event ideas

Thanks Lauren.

Since Council has only approved a “virtual” Tahsis Day, could you split this into two sections – virtual events and in-person events (even those which can be performed socially distant)? Council will need to approve anything that is not strictly “virtual”. Some (or all) of the in-person events might be possible, depending on the Premier’s announcement on May 25th. However, Council will still need to approve. When you have the two lists, I will add the in-person activity list to a Council meeting agenda for consideration. You can start work now on the virtual events (highlighted in red below). Is there a theme this year?

From: Lauren R <lo_lo_13@hotmail.com>

Sent: Thursday, May 20, 2021 1:24 PM

To: Mark Tatchell <MTatchell@villageoftahsis.com>

Subject: Virtual Tahsis Days 2021 event ideas

Hi Mark,

Here is the list of possible Tahsis Days events Amanda and I have come up with (so far) for council to review. Hope they meet everyone’s approval. If you need clarification on any of them, let me know. Depending on restrictions, we may be able to brainstorm ideas for some more outdoor events, although we are tight on time. I’m also working on getting the suggestion containers around town to get ideas for the theme/ possibly other virtual events and would like to reach out to some of our repeat donators.

Parade: Easy to stay socially distant. We had a parade last year during the pandemic & it was one of our best attended parades in many years so hoping to see the same amount or even more participation!

Outdoor Movie: Project the movie on the side of the Rec Centre, outside & easy to be socially distant

Floral arrangement competition: drop off floral arrangement at the Rec Centre to be judged

Bocce Ball: Pair up with member of household, or bubble if they live alone. It's outside with lots of space for social distancing, sanitize before playing & can require mask wearing if need be

BINGO: held via zoom

Trivia Contest: held via zoom. 1 theme related trivia contest and 1 Music trivia (name that tune)

Scavenger hunts: 1 held via zoom- the list will consist of regular type household items & an outdoor scavenger hunt that can be done singularly or with their household- they'll have to go around to different locations in/around town to snap a photo of a, not too hidden, image (think finding Waldo). They'll have the weekend to search at as many places as they want & at their own pace so it won't be a rush of people going place to place

Duck Race: Due to the lack of Junior Rangers to do the retrieving of the ducks from the river & to limit gathering we're thinking of pivoting this to being done in the pool instead. It'll be a "Duck Dip"- all the ducks go in the pool and we'll be live on zoom for people to watch from home as we use a net to scoop up the three winning duckies.

Nature Mandala contest: Submit pictures, via email or on facebook, of their mandalas made from objects found in nature for a prize

Take home craft kit: Craft kit supplied to kids & they post a photo of/with their completed craft

Photo Contests: ex. Photo contest related to the theme, pet photo contest

Games via zoom: ex. Virtual musical chairs, the alphabet challenge, 5 second rule

Car wash: if the Fire Department Is interested

Silent Auction: we're working on figuring out a way to do it online, if we get donations

Outdoor games: This will be dependent on restrictions. We have Yardzee, Connect Four, & Jenga.

Thank you,
Lauren