



## AGENDA

**Agenda for the Regular Meeting of the Tahsis Village Council  
to be held on August 2, 2022 in the Council Chambers  
Municipal Hall, 977 South Maquinna Drive and by electronic means**

**Remote access:**           **To attend this meeting remotely via Microsoft Teams/ phone  
Join the Village of Tahsis Microsoft Teams Meeting  
[Click here to join the meeting](#)  
Or call in (audio only)  
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- A. Call to Order**           Mayor Davis will call the meeting to order at 7:00 p.m.
- Land Acknowledgement**           Mayor Davis will acknowledge and respect that we are meeting upon Mowachaht/Muchalaht territory.
- B. Introduction of Late Items**
- C. Approval of the Agenda**
- D. Petitions and Delegations**           None.
- E. Public Input # 1**
- F. Adoption of the Minutes**
- 1 Minutes of the Regular Council Meeting held on July 5, 2022.**
  - 2 Minutes of the Committee of the Whole Meeting held on July 21, 2022.**

**G. Rise and Report**

**H. Business Arising**     **1**   **Report to Council Re: Q2 Operating Results to June 30, 2022**

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

**K. Bylaws**                         **Memo Re: Village of Tahsis Sanitary Sewer Regulation Bylaw No. 645, 2022 - Tree Root Incursion**  
  **Sanitary Sewer System Regulation Amendment Bylaw No. 651, 2022**  
  **1st, 2nd and 3rd Reading**

**L. Correspondence**           **1**   **Letter to Council from the Bayview Strata and Rental Services, Tahsis Springs- Strata Council- Re: Utilities for the Strata Corporation**  
  
  **2**   **Letter from Sitepath Consulting Limited Representing Rogers Communications Inc. Re: Rogers Communications Inc. Proposed Communication Site in Tahsis .**

**M. New Business**           None.

**N. Public Input #2**

**O. Adjournment**



## Minutes

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<b><u>Meeting</u></b>	<b>Regular Council</b>
<b><u>Date</u></b>	<b>July 5, 2022</b>
<b><u>Time</u></b>	<b>7:00 PM</b>
<b><u>Place</u></b>	<b>Municipal Hall - Council Chambers and by electronic means</b>

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<b><u>Present</u></b>	Mayor Martin Davis Councillor Bill Elder Councillor Sarah Fowler Councillor Cheryl Northcott Councillor Lynda Llewellyn	by video by video
<b><u>Staff</u></b>	Mark Tatchell, Chief Administrative Officer Adia Mavrikos, CPA, CA, Director of Finance Amanda Knibbs, Finance and IT Coordinator Janet St-Denis, Finance and Corporate Services Manager	by video by video by video
<b><u>Public</u></b>	4 Members of the public.	(2) by video

### **A. Call to Order**

Mayor Davis called the meeting to order at 7:02 p.m.

### **Land Acknowledgement**

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

### **B. Introduction of Late Items**

None.

### **C. Approval of the Agenda**

**Elder/Fowler: VOT 0249/2022**

**THAT** the Agenda for the July 5, 2022 Regular meeting of Council be adopted as presented.

**CARRIED**

### **D. Petitions and Delegations**

None

### **E. Public Input # 1**

A member of the public commented on the remuneration of Village employees to which the Council and the CAO responded.

A member of the public is pleased that the native plants are growing along the Tahsis river bank and suggested these native perennial rhizomes could be protected by placing them in beds.

**F. Adoption of the Minutes**

**1 Minutes of the Regular Council Meeting held on June 7, 2022.**

**Elder/Fowler: VOT 0250/2022**

**THAT** the Regular Council Meeting minutes of June 7, 2022 be adopted as presented.

**CARRIED**

**2 Minutes of the Committee of the Whole Meeting held on June 14, 2022.**

**Elder/Fowler: VOT 0251/2022**

**THAT** the Committee of the Whole Meeting minutes of June 14, 2022 be adopted as presented.

**CARRIED**

**H. Business Arising**

**1 U4C Unity Trail project- RDP Project# 2017120142**

**Fowler/Elder: VOT 0252/2022**

**THAT** Council receive and consider this item for discussion.

**CARRIED**

The Mayor and Council spoke to this item and discussed the potential uses of the Rural Dividend Funding and how to proceed. The CAO responded to questions from Council.

The CAO reiterated his recommended pathway to proceed:

- \* That Tahsis Council consider a resolution to engage with the other partners regarding alternative uses for the \$200,000 in Rural Dividend Funding and propose one or more alternatives to the partners.
- \* If the resolution passes, write to the other partners informing them of Tahsis Council's decision and set a date for a virtual meeting to discuss. This would be a meeting of the Uniting 4 Communities Society, so the letter should come from Councillor Fowler.
- \* The results of the U4C meeting be reported back to Tahsis Council with a recommendation for a resolution for Council's consideration. If after the above steps are taken, Tahsis Council wishes to proceed with an alternative project, by affirming that in the form of a resolution, then another letter should be sent to the partners advising them of Tahsis Council's decision and providing them with a further opportunity to engage.
- \* If there is no response, then Tahsis would seem to have satisfied its obligations to consult/engage with the other partners before proceeding unilaterally or in concert with MMFN

**Fowler/Northcott VOT 0253/2022**

**WHEREAS** the proposed U4C Unity Trail project, involving construction of an ATV trail from Tahsis to Zeballos, has been rejected in its current form due to technical requirements cited by Recreation Sites and Trails BC; and

**WHEREAS** the cost of meeting these stated requirements exceeds the funding available to complete the project;

**WHEREAS** Island Coastal Economic Trust has rescinded our main source of grant funding to date due to the Village failing to achieve RSTBC approval;

**THEREFORE BE IT RESOLVED THAT** Tahsis Council engage with the other partners regarding alternative uses for the \$200,000 in Rural Dividend Funding and propose one or more alternatives to the partners.

**CARRIED**

1 "no" vote registered  
Councillor Elder

## **J. Council Reports**

### **Mayor Davis (written report)**

As you might have noticed, Connected Coast is now installing the road to house connections in anticipation of the fibre optic cable reaching Tahsis this fall. If you haven't signed up, now is the time if you want to get high speed internet to your house. Contact the Village or look up Connected Coast if you want the free road to house link installed.

On Thursday, from 9-4, there will be a Covid vaccination clinic in town. Call the Village or look on the Tahsis Now Facebook page for more details and to book an appointment. I should note that there are many new infections lately, although they are mostly mild. On the negative side, illness from Covid has been shown to cause a lowering of IQ in many people, not to mention other organ damage, which will increase with reinfection. Vaccines are still the only proactive treatment available. It may not prevent infection, but it lessens the harm.

The road is in much better condition these days and more culverts are being replaced. More new chipseal is on its way.

I hope everybody has a great summer!

### **Councillor Elder (written report)**

We all neglected to mention June 6th as D Day, 10000 people lost their lives instantly and of those 12-1500 were Canadians on Juno Beach. As the great grandson, the grandson, the nephew who fought in WW1 and WW2 I am upset at myself for not mentioning it. As the saying goes...those who forget are bound to repeat past mistakes.

It was nice to see the Village workers post no overnight moorage signs on the dock.

### **Councillor Northcott (written report)**

I attended the VIRL trustees meeting at the new Sooke Library on June 11. The new library is beautiful and happily construction came in on budget.

Unfortunately fast rising construction costs and limited funding are severely affecting capital projects and there is no indication of how long it will be for Tahsis to get our new library.

I attended the new dock design open house on June 29. It was not as well attended as I had hoped, particularly considering the number of objections expressed on social media regarding the airline dock decision, but those who did attend engaged in lively discussion. I was also heartened to see a number of people go to the Connected Coast information table, and I hope that means more residents are taking the opportunity to connect to the infrastructure while it is still available at no cost with no obligation to sign up for the service.

**Councillor Fowler (written report)**

Today is my mothers 70th birthday and I wish I was able to be there in person to celebrate with my family, especially my nieces and nephew. Since the last regular meeting of council on June 7, a lot of things have been happening and to list all the entries in my calendar without context would take up some time. Below I have included many links to show the range of items on my desktop currently. The last TAAC meeting that was scheduled for June 30 was cancelled due to the SRD transportation study being behind and they are now expecting to produce a report available in November. Hopefully the last TAAC of the term penciled in for September 29 at 1pm will be an open opportunity to evaluate some successes and potential goals for the future. Personally I find the first link [HERE TODAY, GONE TOMORROW: PUBLIC TRANSPORTATION AND VULNERABILITIES IN RURAL AND REMOTE CANADA](#) interesting.

Secondly, this past June 24-6 was spent signing up memberships to the Nootka Sound Watershed Society at the Sip 4 Salmon derby at Moutcha Bay. Thanks to the Village for printing 50 colouring sheets given to me from Laura Terry with the DFO. She is taking a promotion and will no longer be involved with the Tahsis Salmon Enhancement Hatchery going forward, but it has been a pleasure to work with her over the years, especially with Shannon at the recent June 16 beach seine event with CMES students. While attending to the questions visitors had about our region's juvenile salmon and habitat revitalizations, I also got to enjoy the music of Brodie Dawson and friends who has been named vocalist of the year at Vancouver Island Music Awards, nominated best live act, 2 years running. Congratulations to Tahsis local, Randy Evans and team for getting the 3rd biggest fish at Sundays weigh in.

Lastly, a tragic loss of a child who had lived in our community until recently has died and I expect to attend a memorial on Monday at the rec centre at 3pm. Rest in Peace Natasha.

Submitted respectfully,  
Councillor Fowler

**Councillor Llewellyn (written report)**

I had an Uncle killed on D Day and echoed Councillor Elder's comments about missing acknowledging the day.

I was saddened to hear of the passing of a teenager from Tahsis and found it also made me angry that she slipped through the cracks of the system.

**Elder/Fowler: VOT 0254/2022**

**THAT** the Council Reports be received.

**CARRIED**

**K. Bylaws**

None.

**L. Correspondence**

Letter from Shannon Stubbs, M.P., Shadow Minister for Rural Economic

- 1 **Development Re: Request for feedback regarding the three most important issues impacting economic development as a rural community.**

- 2 **Email from William Beamish, Mayor of Gibsons Re: Hospice Services Funding - UBCM resolution from the Town of Gibsons.**

- 3 **Email from David Screech, Mayor, Town of View Royal Re: Support for the Island Rail Corridor, UBCM resolution.**

**Fowler/Elder VOT 0255/2022**

**THAT** these correspondence item be received.

**CARRIED**

**Fowler/Elder VOT 0256/2022**

**THAT** correspondence items #2 be pulled for discussion.

- L2 **Email from William Beamish, Mayor of Gibsons Re: Hospice Services Funding - UBCM resolution from the Town of Gibsons.**

Councillor Fowler and Mayor Davis spoke to this correspondence item. A brief discussion followed.

**M. New Business**

- 1 **Council Elder Motion Re: Procedure/ Bylaw Amendment**

**Elder/Fowler: VOT 0257/2022**

**THAT** the motion below be received for consideration.

**CARRIED**

Councillor Elder spoke to his resolution and the ability of a Councillor to have a matter that was voted on reconsidered.

There was a discussion on Village of Tahsis Council Procedure Bylaw No. 495, 2004 section 29, subsection 5 which states Council may only reconsider a matter that has not a) had the approval or assent of the electors and has been adopted, b) has been reconsidered under subsection (1) or section 131 of the Community Charter (mayor may require Council reconsideration of a matter), c) has been acted on by an officer, employee or agent of the City.

**Elder/Fowler: VOT 0258/2022**

**THAT** any bylaw and subsequent sections of any bylaw, Charter, or code be changed to reflect that council on the simple vote of the majority retain the right to rescind any motion previously brought forward and voted and decided on by council within 30 days of said vote.

**CARRIED**

The CAO requested Council to provide direction or clarification as to Council's expectations to amend Council's Procedure Bylaw in light of the resolution.

**2 Email to Mayor Davis from Greg Little, Payphone Manager, Wimactel Re: Notification of the Removal of the last payphone in the Village of Tahsis.**

**Elder/Fowler: VOT 0259/2022**

**THAT** this email and information be received for discussion.

**CARRIED**

Council discussed this email and directed staff to send the drafted response letter (attached to this item of business) to Wimactel on behalf of Council.

**3 Report to Council Re: Use of Alertable Features**

**Elder/Fowler: VOT 0260/2022**

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

**CARRIED**

The CAO spoke to the options for the use of "Alertable". A discussion followed.

**Fowler/Elder: VOT 0261/2022**

**THAT** option #1 (to use all types of alerts available) be approved.

**CARRIED**

**4 Councillor Fowler Notice of Motion for the August 2nd, 2022 Regular Council Meeting Re: UBCM Sponsored Student Delegate**

Councillor Fowler withdrew her resolution.

**N. Public Input #2**

Three members of the public commented on options / opportunities for use the Rural Dividend Funding discussed in Business Arising under " H1".

A member of the public had questions on "Alertable" to which the Village's IT Coordinator responded.

It was noted that Tahsis Days is next weekend.

The Rec Center Co-ordinator commented on and thanked the public who had participated in the "Participation Community Better Challenge" and the volunteers who helped make it a success.

**Adjournment**

**Elder/Fowler: VOT 0262/2022**

**THAT** the meeting be adjourned at 9:05 p.m.

**CARRIED**

**Certified Correct this**

the 2nd Day of August, 2022

**Chief Administrative Officer**



## Minutes

Village of Tahsis

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<b>Meeting</b>	<b>Committee of the Whole</b>
<b>Date</b>	<b>July 21, 2022</b>
<b>Time</b>	<b>1:00 p.m.</b>
<b>Place</b>	<b>Municipal Hall - Council Chambers and by electronic means</b>

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<b>Present</b>	Deputy Mayor Sarah Fowler Councillor Lynda Llewellyn Councillor Cheryl Northcott	by video
<b>Regrets</b>	Mayor Martin Davis Councillor Bill Elder	
<b>Staff</b>	Mark Tatchell, Chief Administrative Officer Janet StDenis, Finance and Corporate Services Manager	by video
<b>Guests</b>	Angie Allwood. A/ District Manager, MoTI, Vancouver Island District Ashley Cousens, Area Manager, MoTI, Vancouver Island District, Courtenay Area Chris Cowley, General Manager, Mainroad North Island Contracting LLC	
<b>Public</b>	2 members of the public	(1) by video

### Call to Order

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

### Land Acknowledgement

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

### Introduction of Late Items

None

### Approval of the Agenda

**Northcott: COW 046/2022**

**THAT** the Agenda for the July 21, 2022 Committee of the Whole meeting be adopted as presented.

**CARRIED**

**M. New  
Business**

**1**

**Discussion with Ministry of Transportation and Infrastructure staff regarding the level of maintenance of the Head Bay Forest Service Road and improving communication and information sharing.**

**Northcott: COW 047/2022**

**THAT** these issues be open for discussion.

**CARRIED**

Angie Allwood and Ashley Cousens spoke to the current condition of the Head Bay Forest Service Road, problem areas and future plans for chip sealing.

The other topics discussed were: contracted road maintenance expenditures, auditing and inspection reports, communications and information sharing and meeting commitments.

Summary of Issues MoTI committed to addressing: to provide quarterly summaries of audit and monitoring reports, scheduled quarterly meetings with Mayor and Council, to look into the speed limit for the Head Bay Road, to provide barricades & road closure signs to the Village, along with communication of closures and removal of signs erected by Cypress Creek Logging.

**Adjournment**

**Northcott: COW 048/2022**

**THAT** the meeting adjourn at 3:17 p.m.

**CARRIED**

Certified correct this  
2nd day of August, 2022

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**Corporate Officer**

# VILLAGE OF TAHSIS

## Report to Council

**To:** Mayor and Council

**From:** Ian C. Poole, Consultant/Contractor

**Date:** August 2, 2022

**Re:** **Q2 Operating Results to June 30, 2022**

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### **PURPOSE OF REPORT**

To provide Council with information regarding the operating financial results to June 30, 2022.

### **BACKGROUND**

The attached reports break down the following information to June 30, 2022:

Budget	Budgeted amounts to June 30 for expenses and revenue
Actual to Date	Actual amounts paid for salaries, labour, goods and services for Village programs
Budget Variance Fav (Unfavourable)	A budget variance is the difference between the budgeted amount of expense or revenue, and the actual amount. The budget variance is favorable when the actual revenue is higher than the budget or when the actual expense is less than the budget. A budget variance is unfavourable when the actual revenue is less than budget or when the actual expense is greater than budget.
2022 Approved Budget	Per Schedule A of Bylaw No. 650, Amended 2022-2026 Financial Plan
Projected Actuals	Anticipated revenues and expenses to December 31 based on trends to date, assumptions and best judgement by the Director of Finance.
High Level Variance Explanation	Explanation of the <u>major</u> reason(s) for the budget variance

### **POLICY/LEGISLATIVE REQUIREMENTS**

1. Community Charter (sec. 167)

### **FINANCIAL OVERVIEW**

Overall the financial operating results based on the 6 months ending June 30<sup>th</sup> and my initial projections to December 31<sup>st</sup> look promising and ahead of budget. The small exception to being ahead of budget are revenues due to lower investment returns due to rising interest rates (bond holdings), reduced federal grants re our summer student program and our FCM Asset grant being declined. The main contributor to our positive operating trend is due to lower staffing and associated benefit costs. It has been noted on several occasions by conversations of the CAO that public works staffing is under compliment and replacement recruiting is an ongoing

challenge. Also, additional staff savings are anticipated in the DOF position going forward to the end of the year. Interestingly legal costs are less than budgeted due to fewer bylaw issues and we do not have the complicated land purchase issues experienced in 2021 re the flood detention pond project. Additionally, water and sewer repair costs are minimal and it is hoped that that trend will continue for the balance of the year.

### **2022 Operating Results - Year-to-Date June 30, 2022**

Overall, the operating results to June 30, 2022 report total revenues of \$1,179,971 and operating expenses of \$878,722 resulting in a net operating surplus of \$298,250. (Note at the 6 month interval period last year we were reporting an operational deficit of \$37,889). Total revenues from taxation, fees and other sources are \$1,179,971 which is lower than budget by \$22,926. Operating expenditures for all programs/projects total \$878,722 which is \$95,692 lower than budget or 9.8%. The combination of lower revenues (minimal) and lower expenses (significant) results in the favourable variance to budget of \$72,767. (See accompanying Appendix A).

### **Major Budget Variance Explanation – Favorable (Unfavourable)**

#### **Revenues**

- Taxation revenue missed target budget due to a decision to eliminate property taxes from leaseholders of municipal property. (Note – we continue to receive rent revenue)
- User fees revenues exceed budget due new business tenants. Rec, Centre fees remain low due to Covid related closure and low Daycare attendance.
- Environmental Health revenues (Landfill fees recovered from the SRD) are under budget (unfavourable) by \$3,957 due to a lower recovery in January.
- Interest and penalties are \$2,491 (unfavourable) to budget due to lower taxpayer late payment on taxes and lower permit revenue.
- Grants re other governments are on target to budget.
- Investment income is currently \$19,460 below budget due to low investment returns earned to-date. Rising interest rates bring lower returns to bond holdings. The DOF and CAO plan to discuss alternative investment products with MFA in the near future).

#### **Expenditures**

- General Government – Council expenses are \$1,000 over budget (unfavourable) due to increased conference and travel with lessening Covid restrictions.
- General Government – Admin expenses are \$40,448 lower than budget or favourable by 10%. This is due to lower salary cost and lower legal fees due to less bylaw infractions/enforcement and not having the expense of the complicated purchase of the flood grant property negotiations with a property owner.
- General Government – Projects are \$27,852 over budget (unfavourable) primarily due to expenses of the CMESS Firehall project. This is a timing issue in that these costs will be funded either by internal reserves or debt. Post June 30<sup>th</sup> expenses are eligible grant funding costs.
- Public works is \$47,623 under budget (favourable) (26.8%) due to manpower savings due to staffing shortages.
- Recreation, Cultural & Development is on target for this period.

- Water Services is \$21,518 under budget (favourable) (31.7%) due to lower staffing costs and lower R&M.
- Sewer Services are on target to budget for this period.

### **2022 Operating Results - Projections to December 31 Year End**

Management is projecting a net operating deficit at yearend of \$19,621 while the budgeted deficit was set at \$111,000. This number is *before* the standard year-end adjustments for actual amortization of tangible capital assets and transfers to reserves. This favourable variance to budget is a result of lower than budgeted expenses (manpower) but offset by lower revenues – primarily investment returns.

Projected revenues are anticipated to be \$2,150,903 which is \$35,621 lower than budget. Projected expenditures are projected to be \$2,170,524 which is \$127,000 (5.5%) lower than budget.

### **Major Budget Variance Explanation – Favorable (Unfavorable)**

#### Revenues

- Grants in lieu of taxes exceed budget by \$30,900 due to higher than anticipated taxation from the CG facility. (Increased assessment values).
- User fees revenue are expected to surpass budget by \$5,500 (favourable) (4.5%) due to new business tenants. Daycare revenue continues to fall below budget.
- Water and Sewer revenues are on target to budget.
- Interest and penalties are projected to fall short (unfavourable) budget by \$3,000 due to lower permit revenue and lower late penalties on taxes.
- Grants re other governments are anticipated to be significantly less than budget by \$41,000 (6.5%) – a result of being declined on our FCM asset program grant of \$36,000.
- Investment income (actually will be negative income) is also projected to be below budget \$20,000 due to the increasing interest rate environment. Increased rates negatively affect bond holdings.

#### Expenditures

- General Government – Council expenses are projected at \$1,500 over budget (3.8%) due to increased travel.
- General Government – Admin expenses are anticipated to fall short of budget by \$25,000 (3.2%) (favourable) due to lower staffing, benefits and lower legal costs.
- General Government – Projects are anticipated to be \$40,000 under budget (favourable) (18.5%) due to asset management projects not occurring this year due to lack of grant funding.
- Protective Services are \$2,500 under budget (favourable) (1.7%) due to lower than budgeted workforce.
- Public works is expected to be \$30,000 under budget (favourable) (10.6%) due to lower staffing and vehicle usage.
- Recreation, Cultural & Development is predicted to be \$8,000 less than budget (favourable) (3.0%) due to lower staffing costs and related expenses due to the ongoing reduced operations of the facility due to Covid-19.

- Water Services is anticipated to \$15,000 below budget (unfavourable) (7.0%) due to lower staffing costs and R&M costs.
- Sewer Services is projected to be on target to budget at yearend.

Respectfully submitted,



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Ian C. Poole, CPA, CA  
Consultant/Contractor

# Memo

July 5, 2022

To Mark Tatchell, CAO

From: John Manson, PEng

**Re: Village of Tahsis – Sanitary Sewer Regulation Bylaw 645 – Tree Root Incursion**

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Amendments to the Villages Sewer Bylaw 645 were presented to Council at its meeting of May 17, 2022. The amendments are being proposed chiefly to establish a clear ownership for the two parts of sewer service laterals – the part considered ‘private’ (located on private property), and the part considered ‘public’ (i.e., owned by the Village).

The proposed bylaw change would generally clarify that:

1. The private sewer lateral (Building Sewer) is that portion of a sewer service linking a sewer connection at a building with the property line (or edge of easement or Right of Way established for the purposes of collecting sewer flows from multiple properties);
2. The public portion of the service lateral is defined as that portion of the service located within the road right of way, or located within a sewer easement or Right of Way which collects sewage from multiple properties;
3. The property owner is responsible for construction and maintenance of the private service, and the Municipality is responsible for the public portion of the sewer lateral;
4. In the case of a clog or disruption to the private portion of the service, the property owner is responsible to rectify clogs or service disruption;
5. In the case of a clog or disruption to the public service, the property owner is responsible for the cost of rectification of clogs or service disruptions if it can be established that the clog or disruption was caused by the property owner, otherwise the Village is responsible for repair of the clog/disruption.

Under the section on sewer blockages (Part 4 – blockages), staff had recommended the following new clause to be included in the Bylaw Amendment:

- vi) Due to limitations on its budgetary and other resources, as a matter of policy the Village shall not undertake regular or periodic inspections of service connections, or of the root systems of trees on Village property, and accordingly the Village will not assume any liability or responsibility for damage to building sewers caused by the incursion of roots from trees situated on Village owned land.

Staff were requested to further investigate and respond to the apparent inequity with respect to the clause noted above.

As noted in discussions with Village Council as the Bylaw amendments were being prepared, the principal rationale for the changes was to ensure clarity around ownership and responsibility of sewer laterals in the Village. The proposed changes would bring the Village's Sewer Bylaw into conformity with the majority of other sewer bylaws in the Province, and also into conformity with Model Sewer Lateral Bylaws that have been prepared by both Metro Vancouver, and the Capital Regional District for consideration by their respective member Municipalities. We have reviewed these model bylaws, and confirm that neither of the model bylaws address the question of tree roots encroaching or affecting the public service connections.

However, in that these model bylaws state that the Municipality is responsible for rectification of any or all defects in the public lateral, except for clogs caused by the property owner, one can infer that these model bylaws would place the responsibility of rectification of trees roots in the Municipal road allowance in the hands of the Municipality.

It should be noted that some of the sewer collection systems owned by the Village are located in easements, often in back yards, and in particular would be susceptible to tree root incursion. Most Municipalities deal with this issue through the statutory right of way or easement document covering the "backyard" sewer that generally prohibits planting of vegetation which can impact on the sewer line, and/or requires the removal of such vegetation if it is found to be interfering with the sewer system.

The 'tree root' clause recommended above for inclusion was based on a similar clause that is in the City of Victoria's Sewer Bylaw 14-071, clause 26 (6). Council's concern revolved around the equity/fairness of this approach, considering that the home owner has no control over tree root incursions located within the road allowance (i.e., boulevard tree plantings).

Upon further review, we do not feel that the impact of removing this clause from the bylaw amendments would be significant to the Village, as there are not many boulevard trees within the Village, and would also provide equity/fairness in dealing with tree root incursion between the private and the public side of service laterals. There is likely much more probability that the public lateral would fail due to settlement issues, as we have experienced in the north portion of the Village. These are clearly the responsibility of the Village in any event.

It is recommended that the proposed sewer bylaw amendments proposed at the May 17<sup>th</sup> Council meeting proceed, less clause vi) of the Blockages section regarding tree root incursions within the Municipal Road allowance.

John Manson, PEng



**VILLAGE OF TAHSIS**  
**SANITARY SEWER SYSTEM REGULATION AMENDMENT BYLAW No. 651, 2022**

**A Bylaw to Amend the Village of Tahsis Sanitary Sewer System Regulation Bylaw No. 645, 2021**

**Contents**

1. Title
2. Amendments to the Sanitary Sewer System Regulation Bylaw
3. Effective Date

Under its statutory powers, the Council of the Village of Tahsis, in an open meeting assembled, enacts amendments to the *Sanitary Sewer System Regulation Bylaw No. 645, 2021* (“the *Sanitary Sewer Bylaw*”) as follows:

**Title**

1. This Bylaw may be cited as the Sanitary Sewer System Regulation Amendment Bylaw No. 651, 2022.

## Amendments to the Sanitary Sewer Bylaw

2. The Sanitary Sewer Regulation Bylaw No. 645, 2021 is amended:

1) In Part A, section 4 Definitions:

by deleting the definition of “Director” and replacing it with the following:

“DIRECTOR” means the Director of Infrastructure and Operations as designated by the Chief Administrative Officer to carry out the duties of this position and any other municipal employee acting under the authority of the Director.

2) In Part A, section 4 Definitions, by adding the definition of “Inspection Chamber”

“INSPECTION CHAMBER” means a chamber which allows access to a sewer pipe, located at the upstream end of a service connection, and normally defines the boundary between a private connection and the service connection

3) In Part A, section 4 Definitions, by deleting the definition of “Municipal System” and replacing it with the following:

“MUNICIPAL SYSTEM” means the system of sanitary sewer service connections, sanitary sewer mains, forcemains, lift stations treatment plants, Inspection Chambers, and all other works, facilities and appurtenances owned and operated by the Village for the collection and disposal of sewage.

4) In Part A, section 4, Definitions, by deleting the definition of “Private Connection” and replacing it with the following:

“PRIVATE CONNECTION” means a pipe, including manholes and inspection chambers laid on private property, that conveys sewage from a house, building or other structure to a service connection.

- 5) In Part A, section 4, Definitions, by deleting the definition of “Service Connection” and replacing it with the following:

“SERVICE CONNECTION” means a pipe, which may include an inspection chamber or clean out, laid on public land or a right of way connecting the municipal system to a private connection at the property line of a parcel of land, or the boundary of a sanitary servicing right of way in favour of the Village.

- 6) In Part A, section 4, Definitions, the adding the definition of the “Village”

“VILLAGE” means The Corporation of the Village of Tahsis

- 7) In Part B, section 2, Compulsory Private Connections by deleting section this section and replacing it with the following:

**2. Compulsory Private Connections and Maintenance**

- a) All improved properties must be connected to the municipal system unless granted an exemption by the Director.
- b) The owner must maintain the private connection on the owner’s property in a state of good repair.
- c) Where a stoppage occurs in a private connection, the owner or occupier must clear the stoppage or cause the stoppage to be cleared by a plumber or licensed contractor.
- d) The cost of clearing the stoppage in a private connection referred to in subsection c) must be borne by the owner of the property.

- 8) In Part C, by deleting **PRIVATE CONNECTIONS** replacing it with the following:  
**SERVICE CONNECTIONS**
- 9) In Part C, by deleting sections 1 a), b), c), d), e), f) and g) Application for Private Connection and replacing it with the following:
- 1. Application for Service Connection**
- a) The Director is authorized to prescribe the form of application for:
    - i. the connection of a private connection to a service connection
    - ii. to alter and repair a service connection
    - iii. to abandon a service connection
  - b) Prior to connecting a private connection to a service connection, the Owner must:
    - make application for a connection on the prescribed form; and
    - make full payment of fees as prescribed in the applicable fees and charges bylaw
  - c) If an application to connect a private connection to a service connection is denied, the Owner will be informed with reasons given and the applicable fee refunded.
  - d) The service connection will be installed at a location selected by the Owner wherever possible. If the Director determines the Owner's preferred location is not practicable, the Director will determine the location of the service connection.
  - e) No person, other than the Village, its employees or its contractors, and under the direction of the Director, shall install, alter or remove or cause to be installed, altered or removed, any part of a service connection without written approval of the Director.
  - f) There shall be only one service connection provided to each legal lot, however, where a parcel of land is subdivided as permitted by Bylaw or a hardship exists as determined by the Director, an owner may be granted a second service connection.
  - g) Except where otherwise dictated by this bylaw, the standards for service connection and inspection chamber to the municipal system, shall be as required by the Subdivision bylaw, as amended, and the Development Procedures Bylaw, as amended.

- 10) In Part C, section 2, deleting b), c), d) and e) and replacing with the following and adding f)

**2. Standards for Private Connections**

- b) Inspection chambers shall be installed on all private connections.
- c) The minimum size of the private connection that connects to a service connection is determined by the BCBC and approved by the Village.
- d) The Village undertakes no duty of care to ensure that the capacity of a service connection is sufficient for the future development potential of a lot by approving a private connection under this Bylaw.
- e) All works must be designed and built in accordance with the BCBC. The private connection must be installed with sufficient depth to provide natural drainage from the lowest floor of any building or structure except where natural drainage is impractical due to the relative elevation of the private connection at the connection to the service connection and the lowest floor of the building or structure. Where the elevation cannot be met, the required lift station/equipment must be installed at the Owner's expense.
- f) All requirements of this Bylaw for the installation of a private connection must be met before the Director will connect the private connection to the service connection.

- 11) In Part C, deleting section 3 and replacing with the following:

**3. Upgrading a Private Connection**

If an owner is increasing the capacity, altering, modifying, relocating, or repairing an existing private connection or internal system and upgrades to current standards are required, the owner must pay the Village, in accordance with the applicable fees and charges bylaw, for any required works (materials, labour, and equipment) to the service connection and/or the municipal system.

- 12) In Part C, deleting section 4 a) and replacing with the following

**4. Private Connection Disconnection**

- a) The Director may, after 24 hours of a sending a written notice to the owner, disconnect a private connection from the service connection where the discharge is or has the potential to:
- i) be hazardous or creates an immediate danger to any person, or
  - ii) endanger or interfere with the operation of the Municipal System; or
  - iii) be a risk to public health and safety.

- 13) In Part C, deleting section 7 a) ii) and replacing with the following:

ii) paid to the Village any additional costs incurred by the Village in order to prevent the continued discharge after the private connection was disconnected;

- 14) In Part C, deleting section 8 and replacing with the following:

**8. Abandonment**

When a building on a lot serviced by a service connection is abandoned or demolished, the Director may require the disconnection of the private connection and the cost shall be recovered from the owner as set out in the applicable fees and charges bylaw.

15) In Part D, deleting section 1 a), b) and c) and replacing with the following:

**1. Prohibitions**

- a) No person must connect or attempt to connect, or allow to be connected, or allow to remain connected to the municipal system through a service connection on any property or premises, otherwise, than in accordance with the provisions of this Bylaw.
  
- b) Unless authorized by this Bylaw or the Director in writing, a person must not:
  - i) use, change, tamper, connect to obstruct, destroy, damage or in any manner interfere with the service connection and/or the municipal system or any part thereof;
  
  - ii) obstruct, at any time or in any manner, the Village access to the service connection and/or municipal system;
  
  - iii) Without first obtaining written approval from the Director, a person must not repair or alter, or cause any repairs or alteration to any service connection that is part of the municipal system.

16) In Part D, delete s. 2 iv) and replace with the following

- iv) any solid or viscous substance, such as flushable wipes, capable of obstructing sanitary sewage flow or interfering with the proper operation of a service connection and/or the municipal system.

17) In Part D, delete s. 3 and replace with the following:

**3. Accidental Discharges from Private Connections**

Every person responsible for the accidental discharge of prohibited substances into a private connection, service connection and/or municipal system must immediately report the discharge to the Director in order that the necessary precautions can be taken to minimize the deleterious effects of the discharge.

- 18) In Part D, delete section 4 and replace with the following

**4. Blockages**

- (i) An owner, or the owner's agent, must notify the Director and request that a service connection be cleared or unstopped where:
  - (a) a service connection has become stopped,
  - (b) the owner, owner's agent or occupier of the property served by it has engaged a plumber or a licensed contractor to clear or investigate the potential for a stoppage in the building sewer, and
  - (c) the plumber or licensed contractor has reported that the private connection is clear and that the stoppage exists in the service connection.
- (ii) Upon receipt of a request for clearance of stoppage of a service connection, the Director must make or cause to be made an examination of the circumstances surrounding the stoppage.
- (iii) The Director may:
  - (a) direct the owner's plumber or licensed contractor to proceed with the clearance of the stoppage if it may be effected without excavation in any street, or
  - (b) cause the clearance of the stoppage and repair of the service connection by Village forces.
- (iv) The actual cost of clearing and repair must be paid by the owner or occupier of the property where the Director's investigation, or the process of clearing the stoppage, discloses that the stoppage in the service connection was due to an act or omission of the

owner, or to the owner having caused or permitted the entry of some foreign body, including roots from trees on the owner's property, into the service connection.

(v) Subject to the exception stated in subsection (6), and provided the owner has complied with subsections (1) to (4), the reasonable cost of clearance, including the reasonable costs incurred by a plumber or licensed plumbing contractor in initially locating a blockage, shall be paid by the Village where it is disclosed to the satisfaction of the Director, by investigation or the process of clearing the stoppage in any service connection, that the stoppage was due to a defect in the service connection.

(vii) The Village is not liable to pay the cost of clearing or unstopping a service connection, whether the work was performed by the owner or occupier, or by that person's agent or contractor, unless the Director directed the work to be performed under subsection (iii).

19) In Part D, section 5 delete b) and c) and replace with the following:

b) Any person interfering with or obstructing the entry of the authorized person after that person has identified themselves, must be deemed to be guilty of an infraction of this Bylaw and is liable to the penalties in this Bylaw.

c) Any person authorized to administer this Bylaw may remove any material or thing that obstructs or impedes access to the service connection and/or the municipal system and the expense of such removal must be charged to and paid by the person responsible for the obstruction or the Owner of the property serviced.

20) In Part E,s. 1, delete "Municipal System" and replace with "service connection"

**3. Effective Date**

This Bylaw comes into force upon adoption.

READ a first time this 2<sup>nd</sup> day of August , 2022

READ a second time this 2<sup>nd</sup> day of August , 2022

READ a third time this 2<sup>nd</sup> day of August , 2022

Reconsidered, Finally Passed and Adopted this 5<sup>th</sup> s day of September , 2022

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 651, 2022 duly passed by the Council of the Village of Tahsis on this 5<sup>th</sup> day of September , 2022.

\_\_\_\_\_  
CORPORATE OFFICER

BAYVIEW STRATA AND RENTAL SERVICES  
TAHSIS SPRINGS – STRATA COUNCIL  
VIS3463



July 15<sup>th</sup> 2022

Janet St-Denis, Finance & Corporate Services Manager  
Village of Tahsis  
977 South Maquinna Dr. P.O. Box 219 Tahsis, BC V0P 1X0  
Phone: (250) 934-6344 | Fax: (250) 934-6622

RE – Utilities for the Strata Corporation

The Strata Council has instructed me to submit this letter for the consideration to the Village Council.

The Council believes that the rate for the water and sewer is not fair for the Owners in the Tahsis Springs. Since the large number of Owners at Tahsis Springs does not reside in the unit year-round the calculation is not fair and has become a burden to the Strata Budget.

The Strata Council is asking that you reconsider and make amendment to the calculations for the seasonal use of the units where owners are there only for the few months in the summer.

Even at the peak time the building might be just at 50% occupancy.  
The suggested rate for Hotels and Motels seems more relatable for Tahsis Springs.

We look forward to your response to the letter and suggestion.

Sincerely,

A handwritten signature in black ink, appearing to read "Dino HBeganovic".

Dino HBeganovic  
Licensed Strata Agent  
On behalf of the Strata Council



SitePath Consulting Ltd. Representing  
Rogers Communications Inc.  
2528 Alberta Street  
Vancouver, BC V5Y 3L1  
  
778-870-1388 Telephone  
604 829 6424 Fax  
briangregg@sitepathconsulting.com

July 20<sup>th</sup>, 2022

**Village of Tahsis**

Mayor and Council  
Box 219, Tahsis, BC, V0P 1X0  
Email: mayor@villageoftahsis.com

**Re: Rogers Communications Inc. Proposed Communication Site in Tahsis  
(Rogers File: W6395 — Tahsis)**

Dear Mayor and Council:

Canadians depend on wireless technology in their everyday lives. While mobile phone technology was perceived to be a convenience years ago, it is now largely considered an essential service. Rogers Communications Inc. is therefore planning to deliver improved wireless connectivity in Tahsis through the implementation of a new communication site.

This critical infrastructure will support economic development and public safety given that more than eighty percent (80%) of calls to 911 are now placed via wireless devices. Additionally, ensuring reliable connectivity will support remote working which has been on the rise since the COVID-19 pandemic arose, underscoring the need for enhanced supporting infrastructure in Canadian communities like Tahsis.

Rogers is pleased to advise you that we have been working with Village of Tahsis staff for the past four months to determine an appropriate location for a new tower. Rogers has investigated using existing infrastructure and has determined that a new antenna support tower is required.

During our municipal pre-consultation discussions, Mark Tatchell, Chief Administrative Officer, at the Village advised us that commercial, institutional or industrial zoned properties should be explored by Rogers as a preference. Rogers therefore secured an agreement at a property that is zoned C1-Commercial One and is near the intersection of Head Bay Road and Strange Road. The facility is proposed to be approximately 40 meters tall and will be housed within a fully fenced approximately 12.0 meter x 12.0 meter compound. The tower will be a self-support lattice tower structure with no guy wires or anchors, thus requiring less ground space. Please refer to Appendix A for an aerial photo showing the approximate proposed tower location, a zoning map.

Rogers will now start the Innovation, Science and Economic Development (ISED) Canada Default Consultation Process. This process entails three (3) general steps for a tower like this:

1. **Newspaper Notice** - Rogers will post a notice in a local newspaper for two (2) notices welcoming public input for a 30 day period. Specifically, Rogers will post its notice in the *Campbell River Mirror* publication and will also seek opportunities to welcome public input via other means such as via social media.
2. **Mail-Out** - Rogers will distribute a consultation package to all property owners/occupants within a radius of three (3) times the proposed tower height welcoming public input for a 30 day period.
3. **Land Use Concurrence** - At the end of the public comment period, Rogers will summarize the results of the consultation and request a motion or letter of land use concurrence from Council.

More information on the ISED Default Consultation Process can be found at the following link: <https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>

Thanks and please feel free to contact me directly at 778-870-1388 should any questions arise.

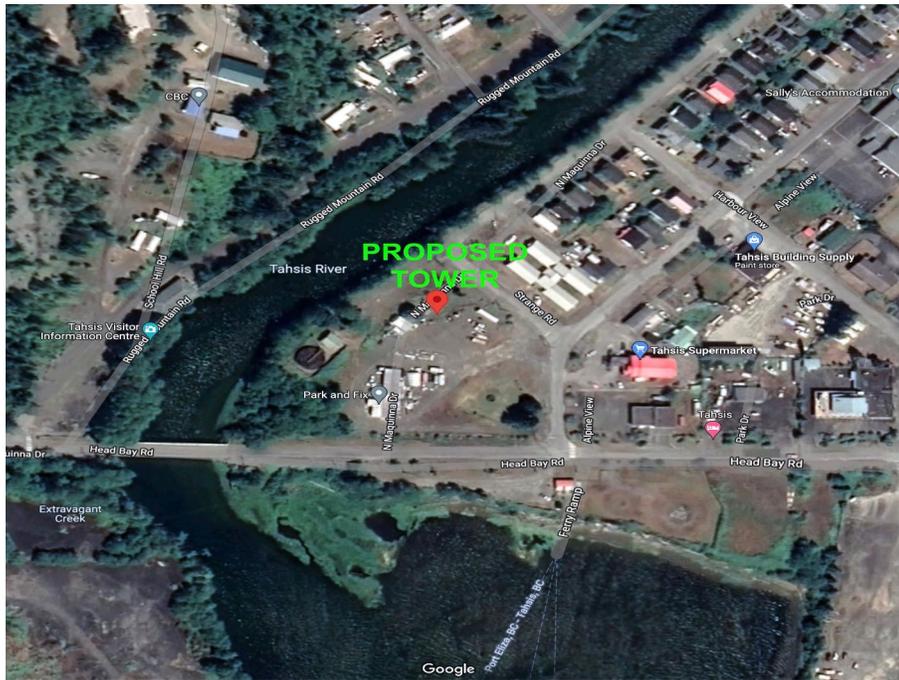
Sincerely,

*Brian Gregg*

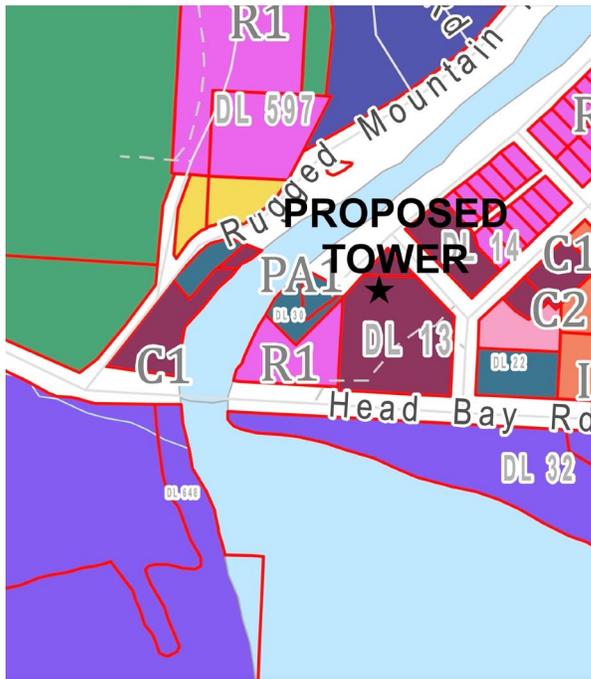
Brian Gregg, RPP, MCIP  
SitePath Consulting Ltd.  
Agent of Rogers Communications Inc.  
2528 Alberta Street, Vancouver, BC V5Y 3L1  
Cell: 778-870-1388 | Email: [briangregg@sitepathconsulting.com](mailto:briangregg@sitepathconsulting.com)

# APPENDIX A

## Aerial Photo



## Zoning Map - C1-Commercial One



### Village of Tahsis Zoning

- Tahsis Cadastre
- Electoral Area
- Zoning**
- Residential One (R1)
- Residential Two (R2)
- Residential Multiple One (RM1)
- Residential Multiple Two (RM2)
- Rural One (RU1)
- Commercial One (C1)
- Commercial Two (C2)
- Industrial One (I1)
- Industrial Two (I2)
- Public Assembly-Institutional One (PA1)
- Tourist-Campground One (TC1)