



AGENDA

**Agenda for the Inaugural and Regular Meeting of the Tahsis Village Council
to be held on November 1, 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)
Toronto, Canada
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Phone Conference ID: 693 613 527#

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Welcome **By Chief Administrative Officer**

Inauguration **1 Chief Election Officer to administer Oaths of Office to:**

Mayor-elect Martin Davis
Councillor-elect Meggan Joseph
Councillor-elect Sarah M. Fowler
Councillor-elect Cheryl Northcott
Councillor-elect Douglas Elliott

A. Call to Order **The Mayor will assume the chair of the meeting and will call the meeting to order.**

Land **The Mayor will acknowledge and respect that we are meeting upon**
Acknowledgement **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 October 4, 2022.**

G. Rise and Report

None.

H. Business Arising

- 1 Investing in Canada Infrastructure Program (Green Infrastructure – Adaptation, Resilience, and Disaster Mitigation), Tahsis Flood Protection Improvements Project – Phase 3.**

New Resolution:

THAT staff submit an application for grant funding application for the Tahsis Flood Protection Improvements Project, Phase 3 through the Investing in Canada Infrastructure Program –Green Infrastructure, Adaptation, Resilience and Disaster Mitigation; and

THAT Council supports the project and commits to its share (\$289,215.20) of the project, as well as cost overruns.

- 2 UBCM 2022 Disaster Risk Reduction/ Climate Adaptation Regional Grant Application**

New Motion:

1. **THAT** as part of the Village of Tahsis’ ongoing work in relation to tsunami preparedness, that an application for financial assistance under the Stream 2 portion of the Community Emergency Preparedness Fund 2022 DRR / CA grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District; and

THAT the Village of Tahsis agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agree to the Strathcona Regional District managing the grant and being the recipient of all funding.

- 3 Report to Council Re: Village of Tahsis Q3 Operating Results to September 30, 2022.**

J. Council Reports

- 1 Mayor Davis**
- 2 Councillor Joseph**
- 3 Councillor Fowler**
- 4 Councillor Northcott**
- 5 Councillor Elliott**

K. Bylaws

None.

L. Correspondence

- 1 Email from R. Dyson, CAO, Comox Strathcona Waste Management Re: Solid Waste Management Plan Renewal Launch.**
- 2 Email from Serena Cizmecigil Re: BC Electoral Boundaries Commission - Preliminary Report**
- 3 Email From Michele Babchuck, MLA North Island Re: Community Safety Grant**
- 4 BC/Yukon Command of the Royal Canadian Legion - Re: Request for support by sponsoring an advertisement in the Military Service Recognition Book**

M. New Business

- 1 Appointment of Village of Tahsis Deputy Mayor**
- 2 Appointment for Directors for:**
 - a) Strathcona Regional District**
 - b) Comox Strathcona Regional Hospital District**
 - c) Comox Strathcona Waste Management Board**
 - d) Vancouver Island Regional Library Board**
 - e) Nootka Sound Watershed Society**
 - f) Municipal Insurance Association of BC**
- 3 Alternate Directors for:**
 - a) Strathcona Regional District**
 - b) Comox Strathcona Regional Hospital District**
 - c) Comox Strathcona Waste Management Board**
 - d) Vancouver Island Regional Library Board**
 - e) Nootka Sound Watershed Society**
 - f) Municipal Insurance Association of BC**
- 4 Appointment of Committee Chair of Tahsis Age Friendly Action Committee (TAAC).**
- 5 Report to Council Re: UBCM 2022 Volunteer & Composite Fire Department Grant Application.**

Community Emergency Preparedness Fund (Volunteer and Composite Fire Departments Equipment and Training) application.
- 6 Report to Council Re: UBCM 2022 Indigenous Cultural Safety & Cultural Humility Regional Grant Application.**

7 Report to Council Re: 2022 Village of Tahsis Municipal Election ballot account for purposes of the Local Government Act.

8 Councillor Fowler Notice of Motion Re: UBCM health benefit options for elected officials and travel rates.

WHEREAS the Union of BC Municipalities has a time-limited opportunity for local government elected officials to sign up for one of the nine Pacific Blue Cross health benefits program options;

AND WHEREAS program eligibility requires a majority of Tahsis Council to sign up for the same option;

AND WHEREAS Village business travel rates have not been increased in over 8 years;

BE IT RESOLVED THAT a majority of Council members enroll in the same UBCM health benefit option; and

BE IT FURTHER RESOLVED THAT staff prepare a report with travel rate increase options for Council's consideration.

9 Report to Council Re: Tahsis Recreation Centre Standards of Conduct Policy

10 Report to Council Re: Audit Services

11 2023 Council Meeting Dates

12 2023 Budget Meeting Dates

13 Tahsis Seniors Society Re: Request for a letter of support from Council for a New Horizons grant application.

N. Public Input #2

O. Adjournment

OATH OF OFFICE

CANADA)
PROVINCE OF BRITISH COLUMBIA)

I, Martin Davis , do [swear][solemnly affirm] that:

I am qualified to hold the office of Mayor for the Village of Tahsis to which I have been elected;

I have complied with the provisions of the *Local Government Act* in relation to my election to this office;

I will abide by all rules related to conflicts of interest under the *Community Charter*;

I will carry out my duties with integrity;

I will be accountable for the decisions that I make, and the actions that I take, in the course of my duties;

I will be respectful of others;

I will demonstrate leadership and collaboration;

I will perform the duties of my office in accordance with the law.

SWORN by the above-named Mayor
before me at Tahsis,
British Columbia the 1st day of
November, 2022.

_____)
_____) Martin Davis
_____)
Janet StDenis_____)
Chief Election Officer_____)

OATH OF OFFICE

CANADA)
PROVINCE OF BRITISH COLUMBIA)

I, Meggan Joseph do [swear][solemnly affirm] that:

I am qualified to hold the office of Councillor for the Village of Tahsis to which I have been elected;

I have complied with the provisions of the *Local Government Act* in relation to my election to this office;

I will abide by all rules related to conflicts of interest under the *Community Charter*;

I will carry out my duties with integrity;

I will be accountable for the decisions that I make, and the actions that I take, in the course of my duties;

I will be respectful of others;

I will demonstrate leadership and collaboration;

I will perform the duties of my office in accordance with the law.

SWORN by the above-named Councillor
before me at Tahsis,
British Columbia the 1st day of
November, 2022

_____) _____
_____) Meggan Joseph
_____)
Janet StDenis
Chief Election Officer)

OATH OF OFFICE

CANADA)
PROVINCE OF BRITISH COLUMBIA)

I, Sarah M. Fowler do [swear][solemnly affirm] that:

I am qualified to hold the office of Councillor for the Village of Tahsis to which I have been elected;

I have complied with the provisions of the *Local Government Act* in relation to my election to this office;

I will abide by all rules related to conflicts of interest under the *Community Charter*;

I will carry out my duties with integrity;

I will be accountable for the decisions that I make, and the actions that I take, in the course of my duties;

I will be respectful of others;

I will demonstrate leadership and collaboration;

I will perform the duties of my office in accordance with the law.

SWORN by the above-named Councillor
before me at Tahsis,
British Columbia the 1st day of
November, 2022

_____) Sarah M. Fowler
_____)
_____) Janet StDenis
Chief Election Officer)

OATH OF OFFICE

CANADA)
PROVINCE OF BRITISH COLUMBIA)

I, Cheryl Northcott do [swear][solemnly affirm] that:

I am qualified to hold the office of Councillor for the Village of Tahsis to which I have been elected;

I have complied with the provisions of the *Local Government Act* in relation to my election to this office;

I will abide by all rules related to conflicts of interest under the *Community Charter*;

I will carry out my duties with integrity;

I will be accountable for the decisions that I make, and the actions that I take, in the course of my duties;

I will be respectful of others;

I will demonstrate leadership and collaboration;

I will perform the duties of my office in accordance with the law.

SWORN by the above-named Councillor
before me at Tahsis,
British Columbia the 1st day of
November, 2022

_____) Cheryl Northcott
_____)
Janet StDenis
Chief Election Officer)

OATH OF OFFICE

CANADA)
PROVINCE OF BRITISH COLUMBIA)

I, Douglas Elliott do [swear][solemnly affirm] that:

I am qualified to hold the office of Councillor for the Village of Tahsis to which I have been elected;

I have complied with the provisions of the *Local Government Act* in relation to my election to this office;

I will abide by all rules related to conflicts of interest under the *Community Charter*;

I will carry out my duties with integrity;

I will be accountable for the decisions that I make, and the actions that I take, in the course of my duties;

I will be respectful of others;

I will demonstrate leadership and collaboration;

I will perform the duties of my office in accordance with the law.

SWORN by the above-named Councillor
before me at Tahsis,
British Columbia the 1st day of
November, 2022

_____)
_____) Douglas Elliott
_____) Janet StDenis
Chief Election Officer)



Minutes

<u>Meeting</u>	Regular Council	
<u>Date</u>	October 4, 2022	
<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 Cheryl Northcott Councillor Lynda Llewellyn	by video
<u>Staff</u>	Mark Tatchell, Chief Administrative Officer John Manson, P.Eng., Municipal Engineer Amanda Knibbs, Finance, I.T. Co-ordinator	by video by video
<u>Public</u>	3 Members of the public.	(2 by video)
<u>A. Call to Order</u>		
Mayor Davis called the meeting to order at 7:04 p.m.		
<u>Land Acknowledgement</u>		
Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory.		
<u>B. Introduction of Late Items</u>		
A correspondence item Re: Invitation to Mayor and Council to the Board of Education Regular meeting as "L4" and under New Business as "M3" a grant application re: Investing in Canada Infrastructure Program (Green Infrastructure – Adaptation, Resilience, and Disaster Mitigation), Tahsis Flood Protection Improvements Project – Phase 3.		
<u>C. Approval of the Agenda</u>		
Elder/Fowler: VOT 0316/2022		
THAT the Agenda for the October 4, 2022 Regular meeting of Council be adopted as amended.		CARRIED
<u>D. Petitions and Delegations</u>		

None.

E. Public Input # 1

A member of the public had a question regarding Phase 3 of the Flood Protection Improvement Project to which the CAO responded.

F. Adoption of the Minutes

1 Minutes of the Regular Council Meeting held on September 20, 2022.

Elder/Fowler: VOT 0317/2022

THAT the Regular Council Meeting minutes of September 20, 2022 be adopted as presented.

CARRIED

2 Minutes of the Committee of the Whole Meeting held on September 20, 2022.

Elder/Fowler: VOT 0318/2022

THAT the Committee of the Whole Meeting minutes of September 20, 2022 be adopted as presented.

CARRIED

3 Minutes of the Committee of the Whole Meeting held on September 27, 2022.

Elder/Northcott: VOT 0319/2022

THAT the Committee of the Whole Meeting minutes of September 27, 2022 be adopted as presented.

CARRIED

G. Rise and Report

None.

H. Business Arising

1 None.

J. Council Reports

Mayor Davis (verbal report)

Thank you to the retiring Councillors for their service and good luck to those running in the upcoming election.

Councillor Elder (Verbal)

Good bye, so long, farewell.

Councillor Northcott (written report)

Since our last council meeting, I attended the library board meeting in Port Hardy, and then popped into the Woss library grand opening on my way home. Their (not so) new building is one of what's being referred to as a prototype. It's a smaller version of the one we will hopefully get here in Tahsis, but it's cozy and well laid out. I know many are wondering WHEN Tahsis will finally get our new library, and as much as I want it to be soon, Masset's library is in much worse shape, and a higher priority for limited capital funds. Sadly, inflation has hit the library as hard as everywhere else. Capital projects are currently paused as projected costs are coming in at double the original budgets.

With no additional provincial or federal dollars forthcoming, VIRL has had to significantly increase their levy in order to maintain essential service levels. Fortunately for Tahsis, we are one of only two municipalities who's levies will decrease in 2023.

And a heads up for those of you who may not have seen the announcement, VIRL is looking for public input on their strategic plan and will be holding session at the Tahsis Senior's Centre on Tuesday October 11th starting at 6pm.

Given it's the final regular meeting of my term, I just want to say that no matter how this election turns out, it's been an honor to be on council. As someone who came on board a year and a half in, there was a lot of stuff already going on, and I appreciate how welcoming and helpful everyone was.

I want to single out the two who are not running this time.

Bill, we may have knocked heads a few times, but there have been many, many more times I've benefitted from your knowledge and insight.

Lynda, you've always been kind and generous, and worked tirelessly for our village. Even from afar. You are very much missed.

And finally, I especially appreciate village staff, who have always been kind, patient and informative, even though I'm sure I must be exasperating at times.

And to the residents of Tahsis, I leave you with this: Get out and vote.

Councillor Fowler (written)

The last Fowler report of the 2018-2022 term.

I am happy to say we made it to the end. It's been a trip. Over the last four years I have gone through two computers and two mobile phones that I use as handheld email checkers while I sit on my couch instead of at my desk. Last Tuesday September 27, I was elected Chair to the CMESS PAC and I am pleased to report we had lots of interest, especially new parents in our community. Tomorrow is Advanced Voting Day and I challenge everyone to beat me as the first person there.

Submitted respectfully,
Sarah Fowler.

PS. I have included a newsletter I got from Robin at the Children's Hub meeting for your information.

Councillor Llewellyn (written)

With this being our last Council meeting before the election I wanted to say thank you to everyone for a great four years. It certainly was not easy and some old infrastructure caused us a few headaches but we all tried our best to do what was right for Tahsis and its citizens. We may have moved away from Tahsis but it will always be in our hearts. I wish the incoming Council all the best.

Elder/Fowler: VOT 0320/2022

THAT the Council Reports be received.

CARRIED

K. Bylaws

None.

L. Correspondence

- 1 Email from the Honourable Mitzi Dean, Minister of Children and Family Development Re: Declaration of October as Foster Family Month.**

- 2 September 14th, 2022 email from Ashley Cousens, Area Manager, Ministry of Transportation and Infrastructure, Vancouver Island District Re: Interim Update to Council since the July 21st, Committee of the Whole Meeting.**

- 3 September 19th, 2022 letter to Mayor and Council from Ambrose Yung, Registrar, Youth Parliament of BC Alumni Society Re: British Columbia Youth Parliament, 94th Parliament.**

- 4 Fax from Annie McDowell, Associate Director of Human Resources, School District #84, Vancouver Island West to Mayor and Council Re: Invitation to the Board of Education Regular Board Meeting on October 11, 2022.**

Elder/Northcott: VOT 0321/2022

THAT these correspondence items be received.

CARRIED

Fowler/Elder: VOT 0322/2022

THAT correspondence items 3 & 4 be pulled for discussion.

- 3 September 19th, 2022 letter to Mayor and Council from Ambrose Yung, Registrar, Youth Parliament of BC Alumni Society Re: British Columbia Youth Parliament, 94th Parliament.**

Councillor Fowler spoke to this item.

- Fax from Annie McDowell, Associate Director of Human resources, School District
4 84, Vancouver Island West to Mayor and Council Re: Invitation to the Board of Education Regular Board Meeting on October 11, 2022.

Council requested clarification with regards to the physical location of this meeting.

M. New Business

- 1 Report to Council Re: 2022 Canada Day Celebration**

Elder/Northcott VOT 0323/2022

THAT this Report to Council be received.

CARRIED

- 2 Report to Council Re: Review of Tahsis Days 2022**

Elder/Northcott: VOT 0324/2022

THAT this Report to Council be received.

CARRIED

- Investing in Canada Infrastructure Program (Green Infrastructure – Adaptation, Resilience, and Disaster Mitigation), Tahsis Flood Protection Improvements Project – Phase 3.**

Elder/Fowler: VOT 0325/2022

THAT Council receive and consider this item for discussion.

CARRIED

The CAO and the Village's municipal engineer spoke to this grant application and responded to questions from Council.

Elder/Fowler: VOT 0326/2022

THAT staff submit an application for grant funding application for the Tahsis Flood Protection Improvements Project, Phase 3 through the Investing in Canada Infrastructure Program –Green Infrastructure, Adaptation, Resilience and Disaster Mitigation; and

THAT Council supports the project and commits to its share (\$288,151) of the project, as well as cost overruns.

CARRIED

**1 "no" vote
registered to
Councillor
Elder**

N. Public Input #2

A member of the public commented on the trophies for Tahsis Days.

Adjournment

Elder/Fowler VOT 0327/2022

THAT the meeting be adjourned at 7:47 p.m.

CARRIED

Certified Correct this

the 1st day of November, 2022

Chief Administrative Officer

Health and Wellness Newsletter



Nuu-chah-nulth
Tribal Council



Issue 9
October 2022

October 11th marks the 10th anniversary of *International Day of the Girl Child*. Over a decade ago the United Nations declared this day to bring awareness to the many challenges girls face, improving their fundamental human rights and working to empower them as future leaders.

Canada has also declared October *Women's History Month* to coincide with this day, as well as *Person's Day* on October 18th. The focus of all these days is on the contributions women have made throughout history and the

ways in which we can continue to grow support for generations of women to come.

This year the UNICEF has declared several calls to action for 2023:

Letting girls lead: putting girls in positions of decision making and responding to their needs

Resources for girls: improving networks and organizations that prioritize education, mental and physical well-being for girls

Strengthening services for girls: especially around crisis response and recovery

For questions, information or submissions to our monthly newsletter please contact:

Robin.yuen@nuuchahnulth.org



Image: www.brightsparktravel.ca

Ways to get involved : [International Day of the Girl Child](#) | [United Nations](#)

***Share human interest stories, blogs and videos** of inspiring girl changemakers
#Dayofthegirl #IDG2022

***Engage government officials, policymakers and stakeholders** to make more targeted investments that tackle inequalities experienced by girls, mental health and crisis response

***Role models speak a thousand words.**
Let's change the global conversation and public perception of girl leaders.

***Amplify your commitment** to raising awareness about and addressing factors that hold girls in your country and region back.

Trick or Treat: Blue and Teal Pumpkins

Halloween can be a tricky time for some, but not for the reasons you might expect!

Parents of children with special dietary and behavioural needs made some grass roots efforts to make Halloween fun for everyone.

You may see blue and teal pumpkins for sale painted on a doorstep, or as a trick-or-treat bucket. Here are the meanings behind the colours:



Blue Pumpkins

The use of Blue Pumpkins is a recent, and somewhat controversial, “viral” movement which caught on to help identify trick-or-treaters that fall on the **Autism Spectrum**. On one hand it draws awareness to help combat judgement and stereotyping; on the other it may draw unwanted attention and pigeonhole those with this condition.

Alternatives to the blue pumpkin could be a nametag or card handed out by your trick-or-treater that says “thank-you” if they are non-verbal. Nationalautism.org has provided some cards included on the next page that can be copied and cut out.

Whether you agree with the blue pumpkin project or not, it is a great starting place to talk about issues surrounding autism and explore inclusion. Check out the resources below:

www.cbc.ca/news/canada/manitoba/autism-blue-pumpkin-1.5340490

www.autismcanada.org

Teal Pumpkins

Every 1 in 13 children suffer from a **food allergy or intolerance**. In extreme cases these can be life threatening, but even for little ones with less severe allergies it can be challenging to join in with the Halloween fun. Teal pumpkins are a way to let everyone know you have some treats as an alternative to candy so that everyone can feel safe and included.

Parents remember to read all the labels and make a “no snacking while trick-or-treating rule”. Consider a party instead of going door-to-door.

For more information and tips visit:
www.foodallergy.org/our-initiatives/awareness-campaigns/living-teal/teal-pumpkin-project

Click this link to check out the video:
[Teal Pumpkin Project! - YouTube](https://www.youtube.com/watch?v=jmFxeA90vZY)
 (Www.youtube.com/watch?v=jmFxeA90vZY)

trick or treat CARD CUTOUTS



Halloween Night: Alternatives to Trick or Treating

There are plenty of fun activities to try instead of trick-or-treating. Creating your own Halloween night tradition will make it spooktacular! Here are a few ideas:

Have a spooky scavenger hunt: try searching online for pre-made lists or create one yourself. Consider prizes or a treasure at the end of the hunt (a cauldron of candy?)

Throw a party: Costumes, friends, and treats is everything you need to capture the spirit of Halloween!

Craft night: This is a fun way to include little ones. Spend the night making fun Halloween snacks and creations. Searching online or on a site like Pinterest will give you lots of ideas.

Movie night: Spend the evening with some scary movies and popcorn!

For craft ideas and more suggestions visit:
www.everydaycandy.com/alternatives-to-trick-or-treating/

Honouring our Elders: National Senior's Day

Elders are teachers with a wealth of experience and a lifetime of overcoming the challenges that life can throw at us. In this fast-paced day and age we often forget to spend quality time and show our appreciation for the Elders in our families and communities.

October 1st is officially *National Seniors Day* and a great opportunity to show some love for the older generation. It is also a time to honour our place in the wheel of life and the wisdom that comes from lived experience.

On this day consider visiting, preparing a meal or sending a gift to an elder family member or those in your community. A little gratitude and time goes a long way to show appreciation.

The book *The Sayings of our First People: wawaac'akuk yaqwii?itq quu?as* (1995, Theytus Books Ltd.) contains wisdom passed down from elders in all the 14 Nations in hopes that it would reach the next generation. Here are a few excerpts:

Willie Harry (Ahousaht) on passing down teachings:

"There is a lot that can be said. It is a long story because it will go a long way. You give it to your child, not for one day, but for a long time. You try to make it interesting when you talk to your child" (pg. 120)

"This loving tender care, this was the true nature of the Indian feeling, the Indian spirit and the true Indian value, that loving, loving upbringing of children. They used love to upbringing children to educate children."

Moses Smith, Ehattesaht (pg. 48)

"I don't do things poorly when I have my grandchildren. I give them the best that I can give, to honour them. That's why I always say I am a very proud woman because that's the way my father taught me" Mary Hayes, Clayquot (pg. 153)

"Watch nature. Nature tells you everything. That's the philosophy of our old people Wonderful philosophy- nature shows you everything"

Moses Smith, *Sayings of Our People*, page 138

"This is the way he grows up as a boy. The father would haahuupa him every day, telling him how he will grow up to be a good person, how he will be generous and kind, how he will not do wrong or steal, be friendly to relatives, not do wrong to other people. He will tell him how he will grow up as a hunter, to go out for food. This is what he would haahuupa him on all the time."

Arthur Nicolaye, Kyuquot (pg. 78)

If you are interested in learning more about this book please contact:

Robin.yuen@nuuchahnulth.org
250-283-2012





NTC COVID-19 Vaccine Research Project

Goal 1 Measure immunity level against COVID-19

Goal 2 Collect stories about the COVID -19 pandemic and vaccine experiences

Potential Benefits

- Improved health services
- Increased knowledge of the COVID-19 vaccine and how it has worked in NCN peoples' bodies and/or potential side effects
- Learning and knowledge to better plan and prepare for future pandemics or health emergencies
- Opportunities for Nations to lead NCN-led and owned research and build their capacity for data sovereignty and governance

Governance of data and blood samples:

Nation-based and a NCN Biospecimen Guardian

Being mindful of our communities' history of non-consensual and harmful medical research, the project has been designed with informed consent, data sovereignty, and respectful treatment of stories and biological samples as priorities.

Nations can own the information that is generated by this project. A biospecimen guardian who is a NCN member will be trained at the lab where the blood samples will be analyzed and oversee the collection, transport, processing, and safe return to community of blood samples in a culturally appropriate way.

How?

Survey



Dry Blood Spot Sampling



Venous Blood Sampling



Stories



Members can participate in some or all activities

Who is responsible for the project?

As a community-based project, Nations guide the project. Lynnette Lucas, NTC's Health Director, is the lead. All 14 NCN Nations elected to participate via NTC's Board of Directors.

For more information:

Marlee Koob

marlee.koob@nuuchahnulth.org
250-202-6973
Community-based researcher

Kelda Blackstone

kelda.blackstone@nuuchahnulth.org
250-726-4093
Community-based researcher



Sober for October: Dealing with Withdrawl

From: www.fnha.ca/about/news-and-events/news/soberer-for-october-helping-ourselves-and-others-regain-balance-spiritually-mentally-physically-and-emotionally

The fear of withdrawal symptoms prevents some people from stopping their use of substances. There is acute withdrawal, which usually lasts a few days and consists mainly of physical symptoms. However, there is also post-acute withdrawal syndrome (PAWS), which can last from several days to even months, and generally involves more "thinking" and "feeling" symptoms." These can include:

- * Memory problems / "foggy thinking"
- * Inability to concentrate
- * Low motivation to do things
- * Irritability
- * Anxiety, depression or mood swings

These symptoms are a sign that your body is trying to heal itself from the effects of substance use. This cycle moves from physical discomfort to emotional and psychological discomfort.

When you or someone you know is experiencing PAWS, here are some other things to keep in mind:

- * Recovery cannot be rushed.
- * Stress can be a triggering factor for PAWS
- * Being kind and understanding is important – this includes to yourself!
- * People, places or things that remind a person of using can also be triggers and should be avoided if possible.
- * Wellness and self-care activities can help. Consider taking a walk, drinking water, resting, journaling, or eating a nutritious meal. Replacing old, harmful habits with new, healthier ones
- * Talking with an experienced and trusted person who will not minimize your experience can help.
- * Acknowledging that everyone has their own journey is important.

If you or a loved one needs support, please contact one of the following services available for people needing help with any kind of substance issues.

[Kuu-us Crisis Line Society](#) for culturally safe support, 24/7: Toll-free at 1-800-588-8717. Adult Line: 250-723-4050. Youth Line: 250-723-2040.

Alcohol & Drug Information Referral Service, 24/7: Toll-free at 1-800-663-1441. Lower Mainland: 604 660-9382.

There is also the [FNHA's Virtual Addiction Medicine & Psychiatry Program](#), which currently runs on week-days (we will expand to weekends as need and capacity increases): To access this service, ask your healthcare provider to provide a referral (they can do so by contacting 1-833-456-7655).

SAVE THE DATE: Join Molly Lucas (*Training and Prevention*), Maeve Coakley (*Harm Reduction*), Kim Erickson (*Youth Outreach Counsellor*) for a series of workshops in Tsaxana:

October 17 Harm Reduction evening workshop
October 18 NCN Youth 12+ LGBTQ

Contact: Molly.lucas@nuuchahnulth.org for more information!

Crisis Lines

Kuu-us Crisis Services: 24 hour crisis support at 1-800-588-8717

Adult/Elder (250)723-4050, Child and Youth (250) 723-2040

The Canada Suicide Prevention Service: 24/7 phone help line

Toll free: 1-833-456-4566

Text service 4pm-12pm EST: text to 45645

[Canada Suicide Prevention Service | Crisis Services Canada](#) crisiservicescanada.ca

[Home | Pain BC](#) painbc.ca

NTC Northern Region Staff Name	Contact
Robin Yuen: Health Program Assistant	Robin.yuen@nuuchahnulth.org , 250-283-2012
Barb Wilson: PES Case Manager	Barbara.wilson@nuuchahnulth.org , 250-283-2012
Jackie Jack: Child and Youth Services	Jackie.jack@nuuchahnulth.org , 250-283-2012
Julie Colborne: Early Years Outreach (Ehatis, Oclucje)	Julie.colborne@nuuchahnulth.org 250-720-0202 778-421-8099 (messages)
Devon Hansen: Early Years Outreach (Kyuquot)	Devon.Hansen@nuuchahnulth.org 250-332-5259 ext 104
Marlee Koob : Community Based Researcher	Marlee.koob@nuuchahnulth.org 250-283-2012 ext104
Erica Keen: Nurse (Kyuquot)	Erica.keen@nuuchahnulth.org
Patricia McDougall: NETP PES Case Manager	Patricia.mcdougall@nuuchahnulth.org
Eva Johnson: Nuuchahnulth Education Worker Gold River Secondary	ejohnson2@viw.sd84.bc.ca
Daisy Hanson: Nuuchahnulth Education Worker Kyuquot Elem/Secondary	daisyvh@viw.sd84.bc.ca
Celina Charleson: Nuuchahnulth Education Worker Ze- ballos Elementary/Secondary	ccharleson@viw.sd84.bc.ca
Sheila John: Nuuchahnulth Education Worker Zeballos Elementary/Secondary	sjohn@viw.sd84.bc.ca
Marsha Maquinna: Nuuchahnulth Education Worker Ray Watkins Elementary	mmaquinna@viw.sd84.bc.ca
Danielle Robertson: Regional Fisheries Biologist	Danielle.robertson@nuuchahnulth.org , 250-283-2012 ext.105
Jen Cody: Registered Dietician	Jen.cody@nuuchahnulth.org



National Indian Residential School Crisis Hotline:
1-866-925-4419

Applicant Information**Applicant Name**

Tahsis

GD0018

Primary Contact

Contact must be from the applicant organization as this will be the person the Ministry will contact regarding this application.

First Name

Mark

Last Name

Tatchell

Title

Chief Administrative Officer

Telephone Number

(250) 934-6344

Telephone Extension**Email Address**

MTatchell@villageoftahsis.com

Project Information**Project Title**

Tahsis Flood Protection Improvements Project: Phase 3

Project Description and Rationale

Brief Project Description

This application is for phase 3 of a 4-phase project to protect Tahsis' North Village from riverine and coastal floods up to 1:200 year rainfall levels (accounting for storm, tide and sea level rise effects). An estimated ~\$41 million worth of public and private assets and essential infrastructure is currently at risk in the North Village – including our public works yard, water supply well pumping station, salmon hatchery, ambulance station, RCMP station, fire hall, recreation complex/emergency reception centre, daycare, and elementary/secondary school. Via phases 1 and 2 (funded), we are completing or have completed various enhancements to dikes, detention ponds, pump and drainage infrastructure, and the North Maquinna Dr. lock block flood wall along the Tahsis River. In this third phase, we will extend the North Maquinna Dr. lock flood wall by 520m, and add a 60m earth berm terminating near the river mouth. All phases of work are informed by a comprehensive Flood Risk Assessment (2019). We are working closely with our local First Nation and collaborating with regional partners. This project's focus on structural assets is being complemented by other work to control future development in the floodplain (including via a newly-adopted floodplain management bylaw), and by efforts to relocate essential infrastructure – where feasible – out of the floodplain entirely (including our sewage treatment system and fire hall).

Detailed List of Project Works

This project includes: -140m long flood wall at an approximate height of 0.75m (1 Lock Block in height). -380m long flood wall at an approximate height of 1.50m (2 Lock Blocks in height). -60m long earth berm at an approximate maximum height of 2.5m. -Internal drainage improvements (catch basins, leads, and flap gates) along the flood wall and berm. -Various riprap bank stabilization along the riverbank to accommodate the wall and berm loads. -Environmental offsetting measures (to replace disturbed fish habitat at a ratio of 2:1, arising from necessary instream work associated with above bank stabilization).

Project Rationale

The Tahsis River estuary and floodplain has experienced repeated and costly flooding over the last century, with significant flooding events recorded in 1975, 1989, 1990 and 2010. In response, the Village began constructing new flood mitigation infrastructure in 2001. Early works provided partial protection. However, Tahsis' 2010 flood demonstrated the continued vulnerability of the North Village area, and a need for additional measures. To obtain an updated understanding of risks and mitigation options, and with support from UBCM's Community Emergency Preparedness Fund, Tahsis completed a comprehensive Flood Risk Assessment (FRA) in 2019, utilizing current legislated guidelines and the latest computer modeling. The FRA took into account currently-expected climate change impacts to 2100, including a projected increase in winter river discharge levels and sea level rise. The FRA's floodplain and flood risk maps confirm that Tahsis' North Village area is at greatest risk, including the estimated \$41 million of public and private property and essential infrastructure located there. Areas along the Tahsis River and North Maquinna Dr. were identified as short-term priorities for upgraded infrastructure. To protect the North Village from a 1:200 year flood the FRA recommended that seven discrete upgrades totalling more than \$21 million were needed. Due to the high cost, the needed upgrades are currently split into 4 phases of work. Phases 1 and 2 had funding confirmed in 2021 (ICIP, ARDM COVID-19 Resilience Infrastructure Program) and work is ongoing. This application is to fund Phase 3, which will extend/complete a needed flood wall and earthen berm along the Tahsis River, implement a variety of needed internal drainage improvements, and perform fish habitat offsetting work as required by Fisheries and Oceans Canada. As discussed above, this project's focus on structural assets is being complemented by other, separate work to control future development in the floodplain, and by efforts to relocate essential infrastructure – where feasible – out of the floodplain entirely. Please refer to the full application and supporting documentation further detailing the project rationale and specific infrastructure needs and specifications.

Project Type

Project Type

Disaster Mitigation Infrastructure

Mandatory Documents

Please ensure each document attached is under 15MB. ZIP files will not be accepted.

Project Location .KML File

PROJECT_KML_Tahsis Phase 3.kml

Supplementary Application Form

SUPPLEMENTARY_APPLICATION_FORM_2022 ARDM Tahsis Application FINAL.pdf

Proposed Project Schedule

PROPOSED_PROJECT_SCHEDULE_Project Schedule.pdf

Detailed Cost Estimate

DETAILED_COST_ESTIMATE_49140 -Tahsis Phase 3 ICIP CCE Final 221007.xlsx

Confirmation of Funds (if required from other sources in the total project budget)

CONFIRMATION_FUNDS_Note_ Confirmation of Funds.pdf

Project Attestation

PROJECT_ATTESTATION_Tahsis Attestation.pdf

Site Plan/Map

SITE_PLAN_Site Map.png

Preliminary Design Report

PRELIMINARY_DESIGN_REPORT_Preliminary Design Report FINAL.pdf

Are licenses, permits and approvals required?

YES

Please list the required licenses/permits/approvals and their statuses (e.g., pending or obtained).

The construction of the flood wall extension will require a degree of instream work in the Tahsis River. As such, we will likely require a Fisheries and Oceans Canada Letter of Authorization for this project phase. We have recent experience obtaining this kind of authorization for the existing portion of the flood wall. The process will include a new Environmental Impact Assessment for this portion of the flood wall, building on the completed EIA for earlier phases of flood wall work. We will also need a Dike Maintenance Act (DMA) Approval from the BC Ministry of Forests, Lands and Natural Resource Operations and Rural Development, West Coast Sub-Region. We have experience obtaining this permit for earlier phases of flood wall work. We will apply for both permits after project funds (e.g. this grant) are secured.

Have the required licenses, permits and approvals been obtained?

NO

When do you anticipate all licenses/permits/approvals to be obtained?

2024-03-01

Additional Supporting Documents - Optional

The following documents may be used to support the application; however, the relevant information should be referenced within the application:

- Prior risk assessments, flood maps, and mitigation plans if applicable
- Council/Board/Band Council Resolution
- Letter of support
- Options Assessment
- Business Plan
- Cost Benefit Analysis or Other Study
- Environmental impact analysis
- Design Drawings or Details
- Record of consultation with Indigenous communities if applicable
- Asset management plan (including natural assets where applicable)

Additional Document 1

ADDITIONAL_1_Tahsis Flood Risk Assessment Report.pdf

Additional Document 2

ADDITIONAL_2_Tahsis Flood Risk Assessment - MAPS.pdf

Additional Document 3

ADDITIONAL_3_MMFN Letter of Support.docx

Additional Document 4

Additional Document 5

Additional Document 6

Additional Document 7

Additional Document 8

Additional Document 9

Additional Document 10

Eligibility

Eligibility

Estimated Project Start Date

2023-06-01

Estimated Project Completion Date

2024-12-31

Estimated Construction Start Date

2024-03-01

Estimated Construction Completion Date

2024-10-31

Has the project/phase started or has a consultant already been hired?*

NO

**Projects that have started (for which a construction contract has been awarded) are ineligible.*

Will the project start date be more than two years after the date of application submission or will the completion date be after March 31, 2027?

NO

Will the project only yield temporary flood mitigation measures (use of sandbags, dredging or log jam removal)?

NO

Project Costs

Total Gross Project Costs

\$2,892,152

Total Ineligible Project Costs

\$0

Total Eligible Project Costs

[calculated as Total Gross Project Costs less Total Ineligible Project Costs]

\$2,892,152

Other Funding Sources

(Do not include internal sources)

Approved funding from other Federal programs*

\$0

Approved funding from other Provincial programs*

\$0

Other Approved funding not from a Provincial or Federal program (Do not include organization's own funds / internal sources)

\$0

**Please note: Other federal and/or provincial grants may affect the total grant requested as per stacking rules. See the ICIP CCF Program Guide for information on stacking rules.*

Other Approved Funding Total

[calculated as the sum of the above three]

\$0

Net Eligible Costs

\$2,892,152

Maximum Grant Amount (Estimated)

\$2,120,815

***Grant amount may be adjusted after Ministry review.*

Are you requesting less than the maximum grant amount?

NO

Fiscal Year Breakdown

Please fill in the costs below to represent how much money you expect to spend on eligible costs for the project each fiscal year.

Fiscal Year (April 1 - March 31)

Forecasted Eligible Costs

2022 - 2023 (April 1, 2022 - March 31, 2023)

\$289,215

2023 - 2024 (April 1, 2023 - March 31, 2024)

\$723,039

2024 - 2025 (April 1, 2024 - March 31, 2025)

\$1,879,898

2025 - 2026 (April 1, 2025 - March 31, 2026)

\$0

2026 - 2027 (April 1, 2026 - March 31, 2027)

\$0

Total*

\$2,892,152

Difference from Net Eligible Costs

\$0

**Fiscal Year Breakdown Totals must equal Net Eligible Costs or Eligible Costs based on Requested Grant Amount.*

Submission

Applicants should be aware that information collected is subject to the *Freedom of Information and Protection of Privacy Act*.

On behalf of

Tahsis

I Mark Tatchell

certify that the information contained in this Application form is to the best of my/our knowledge, correct and complete and has been submitted with Council/Board/Band Council concurrence, as authorized by a resolution dated (or that is anticipated on):

2022-10-18

I acknowledge that if a construction tender is signed or construction starts prior to receiving final approval, the project will be considered withdrawn from the program.

This will certify the following authorities have reviewed and approved this application:

Adia Mavrikos

Director of Finance

Financial Approver

John Manson

H1

Municipal Engineer

Engineer or Project Manager Approver



**Investing in Canada Infrastructure Program
Green Infrastructure - Environmental Quality
Detailed Cost Estimate**



Applicant Name: The Village of Tahsis

Project Number:

Project Title: Tahsis Flood Protection Improvements Project – Phase 3

Cost Estimate Developed By: McElhanney Ltd.

Date of Cost Estimate (DD-MM-YYYY): 06-10-2022

Cost Estimate Class - A,B,C,D (see guidance below): C

Optional: Phase of Project

(if phases identified as part of application): 3

Please Note: If the project can be phased and each phase can independently meet program outcomes and requirements, please copy the template to an additional tab(s) to show costs associated with each phase identified in the application on an individual sheet. Only include the works and the associated costs of the stand-alone phase on this new sheet. Project should be presented in individual phases only where phases can independently meet program outcomes and requirements (otherwise should be presented as a single project). The 'Project Estimate' page should present a breakdown of overall project costs, with totals corresponding with amounts in the Project Cost section of the Application Form.

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans	Environmental Assessment and Protection Plan (EPP)	1	30,000	30,000
	MFLNROD Permitting	1	5,000	5,000
	Archaeological Assessment	1	15,000	15,000
	First Nations Consulting and Archaeological Monitoring	1	20,000	20,000
Planning Sub-Total:				\$70,000

Design / Engineering				
It is recommended that a maximum 15% of construction project costs are engineering/consulting fees. Please separate cost associated with project management and project design/engineering	Design, Tendering, and Construction Supervision	1	216,491	216,491
	Project Management	1	24,055	24,055
Design / Engineering Sub-Total:				\$240,546

Construction / Materials				
Items should reflect the major components in your project and align with the works described in the application without going into specific detail, add lines as necessary	North Maquinna Drive Floodwall Extension			
	Clearing and Grubbing (SM)	1615	100	161,500
	Extend North Maquinna Road Floodwall - 1 Block High (LM)	140	400	56,000
	Extend North Maquinna Road Floodwall - 2 Block High (LM)	380	500	190,000
	Block Supply and Freight (EA)	853	200	170,600
	Common Excavation of Roadways (CM)	50	100	5,000
	North Maquinna Base Preparation and Compaction (SM)	780	25	19,500
	Allowance for Cross Drainage - 5 CBs with Pipe and Tideflex assumed (EA)	5	10,000	50,000
	Riprap Bank Stabilization (CM)	1496	350	523,600
	Environmental Offsetting (LM)	190	1,200	228,000
	Berm Between North WWTP and Head Bay Road			
	Clearing and Grubbing (SM)	180	100	18,000
	Berm Construction & Fill (CM)	1200	150	180,000
	Seeding (SM)	180	8	1,440
Construction / Materials Sub-Total:				\$1,603,640

Other Eligible Costs				
For example (communications, testing)	Mobilization and Demobilization	1	160,364	160,364
	Traffic Control	1	50,000	50,000
	Environmental Protection	1	10,000	10,000
Other Eligible Costs Sub-Total:				\$220,364

Contingency				
Contingency is generally reflective of the Class of Cost Estimate	Contingency 35%			662,901
	Contingency for Inflation and Remote Work 5%			94,700
Contingency Sub-Total:				\$757,602
TOTAL ELIGIBLE COSTS*:				\$2,892,152

INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Land Acquisition Cost				
Leasing Land, Building and Other Facilities				
Financing Charges				
Legal Fees				
In-kind Contribution				
Tax Rebate				
Other				
TOTAL INELIGIBLE COSTS*:				\$0

TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:			\$2,892,152
--	--	--	--------------------

*Totals must match totals in the Project Costs section of the Application Form.

Cost Estimate Comments

Please add any information that you feel is relevant to your cost estimate

Cost Estimate Classes - definitions & assumptions (sourced from Association of Professional Engineers and Geoscientists of British Columbia (APEGBC))

Cost estimate class	Features & Uses	Suggested Contingency for Associated Class
---------------------	-----------------	--

	Description	Quantity	Per Unit Amount	Total Cost
Class A	Detailed estimate based on final drawings and specifications Used to evaluate tenders			±10-15%
Class B	Prepared after completing site investigations and studies, and after defining major systems Based on a project brief and preliminary design Used for project approvals and budgetary control			±15-25%
Class C	Prepared with limited site information and based on probable conditions Captures major cost elements Used to refine project definition and for preliminary approvals			±25-40%
Class D	Preliminary estimate based on little or no site information Represents the approximate magnitude of cost, based on broad requirements Used for preliminary discussion and long-term capital planning			±50%

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: S. Koopman, Protective Services Coordinator, Strathcona Regional District (“SRD”)

Date: September 13, 2022

Re: **UBCM 2022 Disaster Risk Reduction / Climate Adaptation Regional Grant Application**

PURPOSE OF REPORT:

To propose the Village of Tahsis being a partnering applicant to the SRD’s grant application to the Stream 2 funding stream of the Community Emergency Preparedness Fund (CEPF) 2022 Disaster Risk Reduction / Climate Adaptation grant in order to fund a screening of the documentary *Tsunami: 11th Relative* in Tahsis.

OPTIONS/ALTERNATIVES

1. *Pass the resolution as drafted*
2. *Decline to pass the resolution*

Staff recommends **Option 1** as this will enable SRD staff to submit the grant application to UBCM.

BACKGROUND:

The intent of the DRR-CA funding stream is to support eligible applicants to reduce risks from future disasters due to natural hazards and climate-related risks through the development and implementation of an accurate foundational knowledge of the natural hazards they face and the risks associated with BC’s changing climate; well as effective strategies to prepare for, mitigate, and adapt to those risks. The deadline for the SRD to submit an application is September 30, 2022.

Under Phase 2 of the SRD’s Tsunami Mapping Project, Ocean Networks Canada (ONC) is developing a documentary that showcases First Nation stories and the history of tsunamis on Vancouver Island. It is proposed that funding from this grant would be utilized for ONC to travel to 9 communities, including Tahsis, and present a public screening of this documentary. ONC would also provide information about tsunami preparedness and answer any questions the public may have about the documentary.

In order to be considered as a partner applicant, the Village of Tahsis is required to submit a Council Resolution that clearly states that the Village of Tahsis authorizes the Strathcona Regional District to receive the funding and provide overall grant management.

POLICY/LEGISLATIVE REQUIREMENTS:

None

FINANCIAL IMPLICATIONS:

The SRD would provide overall supervision, financial management and coordination of the project.

RECOMMENDATION:

1. THAT as part of the Village of Tahsis' ongoing work in relation to tsunami preparedness, that Council support an application for financial assistance under the Stream 2 portion of the Community Emergency Preparedness Fund 2022 DRR / CA grant by the SRD to the UBCM, and
2. THAT the Village of Tahsis agrees to be a partnering applicant to the SRD's application for funding under the above referenced program.

Respectfully submitted

Approved by:

Shaun Koopman,
Protective Services Coordinator, SRD

Mark Tatchell
Chief Administrative Officer

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Adia Mavrikos, Director of Finance

Date: October 26, 2022

Re: **Q3 Operating Results to September 30, 2022**

PURPOSE OF REPORT

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

BACKGROUND

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

Budget	Budgeted amounts to September 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 9 months ending September 30th and projections to December 31st are healthy and on target for year end. Revenues are projected being ahead of budget with the exceptions being investment income (due to lower investment returns due to rising interest rates negatively affecting the Village's bond holdings), reduced federal grants (our summer student program and our FCM Asset grant still awaiting approval) and

lower landfill recovery in the beginning of the year. The main contributor to our positive operating trend is due to lower staffing and associated benefit costs. It has been noted that public works staffing is under compliment and replacement recruiting is an ongoing challenge. It should be noted that PW has made one new hire in the last two weeks. Additionally, legal costs are less than budgeted due to fewer bylaw issues and fewer legal issues compared to the prior year. Additionally, water and sewer repair costs are minimal and it is hoped that this trend will continue for the balance of the year.

2022 Operating Results - Year-to-Date September 30, 2022

Overall, the operating results to September 30, 2022 report total revenues of \$2,070,763 and operating expenses of \$1,442,692 resulting in a net operating surplus of \$628,071. This result is a bit misleading as most of the revenues have been received for the year while approximately 25% of the expenses have yet to be incurred.

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.
- User fees revenues exceed budget due to new business tenants. Rec Centre fees remain low due to Covid related closure and low Daycare attendance. Conversely, Rec Centre concession income is nearly double what was projected
- Environmental Health revenues (Landfill fees recovered from the SRD) are under budget (unfavourable) by \$1,256 due to a lower recovery in January.
- Interest and penalties are \$2,453 (unfavourable) under budget due to lower taxpayer late payments and lower permit revenue.
- Grants - other governments are on target, other than lower Student Grant recovery and no FCM Asset Grant to date.
- Investment income is currently \$24,256 below budget due to rising interest rates bringing lower returns to bond holdings. The first two quarters saw negative returns on the Village's bond holdings with slight improvements in Q3.

Expenditures

- General Government – Council expenses are \$8,064 over budget (unfavourable) due to increased conference and travel expenses.
- General Government – Admin expenses are \$45,549 lower than budget. 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 \$8,025 under budget (favourable) primarily due to slower start to some projects.
- Public works is \$56,052 under budget (favourable) due to manpower savings due to staffing shortages.
- Recreation, Cultural & Development is on target for this period.
- Water Services are \$12,245 under budget (favourable) due to lower staffing costs and lower R&M.
- Sewer Services are \$7,720 under budget (favourable) due to lower R&M.

2022 Operating Results - Projections to December 31 Year End

Management is projecting very conservative results, a net operating surplus at year-end of \$14,000 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 \$2,152,956 which is \$33,568 lower than budget. Projected expenditures are projected to be \$2,138,915 which is \$159,000 lower than budget.

Major Budget Variance Explanation – Favorable (Unfavorable)

Revenues

- Grants in lieu of taxes exceed budget by \$34,986 due to higher than anticipated taxation from the CG facility. (Increased assessment values).
- User fees revenue are expected to surpass budget by \$12,260 (favourable) due to new business tenants and high Concession item revenue. Daycare revenue continues to fall below budget. The Daycare is highly subsidized by the Village and usually results in a \$20,000 loss annually. The Village is trying to mitigate this loss and has applied for the \$10/day Child Care in BC program which will likely result in more Provincial funding.
- Water and Sewer revenues are on target to budget with a slight favourable balance due to lower Repairs and maintenance costs than projected.
- Interest and penalties are projected to fall short (unfavourable) of budget by \$3,000 due to lower permit revenue and lower late penalties on taxes.
- Grants - other governments are anticipated to be significantly less than budget by \$41,000 – a result of on our FCM asset program grant of \$36,000 which is still awaiting approval.
- Investment income (actually will be negative income) is also projected to be below budget by \$22,000 due to the increasing interest rate environment. Increased rates negatively affect bond holdings.

Expenditures

- General Government – Council expenses are projected at \$8,400 over budget due to increased travel and conferences.
- General Government – Admin expenses are anticipated to fall short of budget by \$52,000 (favourable) due to lower staffing, benefits and lower legal costs.
- General Government – Projects are anticipated to be \$41,000 under budget (favourable) due to asset management projects not occurring this year due to lack of grant funding & a few low starts to other projects.
- Protective Services are \$17,000 under budget (favourable) due to lower than budgeted workforce.
- Public works is expected to be on target due to wage increases, one new hire and retro pay to the start of the year.
- Recreation, Cultural & Development is predicted to be \$38,000 under budget. Based on reduced programing however some of the savings have been off set due to higher propane and utility costs.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Adia Mavrikos', enclosed within a faint rectangular border.

Adia Mavrikos, CPA, CA
Director of Finance

Village of Tahsis
2022 Operating Results
For the Nine Months Ending September 30, 2022

		Year-to-Date			Projections to Year End			High Level Variance Explanation - September 30th	High Level Variance Explanation - December 31st
		<u>Budget adjusted to September 30th</u>	<u>Actual to September 30th</u>	<u>Budget Variance Fav (Unfav)</u>	<u>2022 Approved Budget</u>	<u>Projected Actuals to December 31st</u>	<u>Budget Variance Fav (Unfav)</u>		
<u>Operating Revenues</u>									
Taxation	Property taxes	823,034	816,311	(6,723)	823,034	816,311	(6,723)	Adjusted tenant taxes	Adjusted tenant taxes
	Grants in lieu of taxes	47,100	82,086	34,986	47,100	82,086	34,986	Higher taxation from CG facility	Higher taxation from CG facility
Fees	User fees and charges	116,174	132,540	16,366	121,530	133,790	12,260	New tenants - annual rents vs monthly	revenue
	Water	193,500	195,396	1,896	193,500	195,396	1,896	On target	On target
	Sewer	197,000	197,580	580	197,000	197,580	580	On target	On target
	Environmental Health	117,833	116,577	(1,256)	155,500	146,577	(8,923)	Lower landfill recovery in January/February	Lower landfill recovery in January/February
	Protective Services	3,075	2,356	(719)	4,000	2,356	(1,644)	On target	Lower Mucha Bay Fire Recovery
Other	Interest and penalties on taxes	25,250	22,797	(2,453)	27,000	24,000	(3,000)	Lower interest recovery on overdue taxes and	Lower building development permits
	Grants re other governments	526,039	524,126	(1,913)	607,360	566,360	(41,000)	permits	Lower Student Grant recovery, no FCM grant
								On target	Bond holdings did very poorly in Q1 & Q2, slightly
	Investment income	5,250	(19,006)	(24,256)	7,000	(15,000)	(22,000)	Rising interest rates affect bond holdings	recovered in Q3
	Other	-	-	-	-	-	-		
	Transfer from reserves	-	-	-	3,500	3,500	-	Year end adjustments	
Total Operating Revenue		2,054,255	2,070,763	16,508	2,186,524	2,152,956	(33,568)		
<u>Operating Expenditures</u>									
	General Government - Council	28,980	37,044	(8,064)	38,640	47,044	(8,404)	Higher in-person travel with COVID lessening	\$10k over budget for travel & conferences
	General Government - Admin	571,856	526,307	45,549	777,343	724,988	52,354	Lower admin salary, benefits and legal costs	Maintain lower admin and legal costs
								Lower payroll due to lower staffing of members,	
	Protective Services	97,641	85,452	12,190	145,555	128,651	16,904	Higher maintenance equipment and inspections	
	Environmental Health	42,120	42,119	1	106,065	104,018	2,047	On target	On target
	Public Works Services	265,733	209,680	56,052	280,524	278,874	1,650	Savings due to staff shortage, lower vehicle costs	Increased wages & retro pay
	Recreation, Cultural & Dev.	173,565	170,273	3,292	264,599	226,464	38,136	Savings on staff and reduced programing re COVID	Savings on staff and higher utility costs and propane
	Projects	124,250	116,225	8,025	215,500	174,579	40,921	Timing of budgeted projects creates savings	Budget savings on FCM Asset Grant
	Water Services	150,679	138,434	12,245	214,204	199,204	15,000	Savings due to staff shortage, lower repair costs	Lower manpower and mntce costs
	Sewer Services	124,879	117,159	7,720	186,005	186,005	0	Lower Repairs & maintenance	On target
	Transfer to reserve funds	-	-	-	69,088	69,088	0	Year end adjustment	Year end adjustment
	Amortization	-	-	-	-	-	-		
Total Operating Expenditures		1,579,702	1,442,692	137,010	2,297,524	2,138,915	158,609		
Net Operating Surplus before Year End Adj.		474,553	628,071	153,518	(111,000)	14,041	125,041		

From: Sarah Fowler <SFowler@villageoftahsis.com>
Sent: October 16, 2022 6:31 PM
To: Reception Account <Reception@villageoftahsis.com>
Subject: I am sharing '4bd20988-4cc2-4d19-9076-bc185a7405a1' with you

Fowler report. November 1

Planning to be attending this micro trolling event on Thursday October 20 for the village and Nootka sound watershed society. Sharing a screen shot of all the partnership involved in the scientific sampling project. The report and methodology for the experiments can be included for your information as needed. In preparation I am writing and sending on October 16 when I am getting ready for the marine scientific field work.

Submitted respectfully,
Councilor Fowler

Get [Outlook for Android](#)

From: Sarah Fowler <SFowler@villageoftahsis.com>
Sent: October 16, 2022 11:07 PM
To: Reception Account <Reception@villageoftahsis.com>
Subject: UBCM 2023 dates

<https://www.ubcm.ca/convention-resolutions/2023-convention>

As an addendum to my watershed work reported in my first email, I also wanted to pass on that I spoke with Jamee who is staff for the UBCM about reserving a room in the executive block for next year's forum as the hotels rooms sell out quickly and opened for booking Oct 11.

Thanks,
Smf

Standard Operating Procedure for the WCVI Juvenile Salmon Microtrolling Program

September 2022

Version V.2022.07



**NUU-CHAH-NULTH
TRIBAL COUNCIL**



Mowachaht/Muchalaht
First Nation



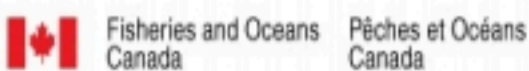
Ahousaht First Nation



Nuchatlaht Tribe



Quatsino First Nation



Thornton Creek Hatchery

Purpose: This document is the Standard Operating Procedure (SOP) for use in the WCVI juvenile salmon monitoring program utilizing microtrolling technology. This document is jointly produced between Fisheries and Oceans Canada and the Nuu-chah-nulth Tribal Council. This SOP is subject to change as methodologies are refined and the field season progresses.

Contact: Jessy Bokvist
South Coast Area Stock Assessment Biologist
Jessy.bokvist@dfo-mpo.gc.ca

Acknowledgements:

Much of this Standard Operating Procedure was based off of: Rodgers, T.R., Duguid, W. D., Atkinson, J.B., Pellett, K., and Middleton, C.T. 2020. Standard Operating Procedures: Microtrolling. Developed for the British Columbia Restoration and Innovation Fund. East Coast Vancouver Island Survival Bottleneck Project. V.20.1. p.9. Permission was granted to directly copy sections of this existing protocol and to modify sections for use in this SOP. We thank the above authors for their contribution and permission to continue with the microtrolling methodology as laid out in their SOP.

.

From: Kristy Morro <kmorro@comoxvalleyrd.ca>
Sent: Thursday, October 6, 2022 3:53 PM
To: Mark Tatchell <MTatchell@villageoftahsis.com>
Cc: Teresa Warnes <twarnes@comoxvalleyrd.ca>; Russell Dyson <rdyson@comoxvalleyrd.ca>; Sarah Willie <swillie@comoxvalleyrd.ca>
Subject: Solid Waste Management Plan Renewal Launch

Good afternoon,

Please find attached correspondence regarding the Solid Waste Management Plan Renewal Launch sent on behalf of Russell Dyson, Chief Administrative Officer.

Thank you,

Kristy Morro, (she/her)
Branch Assistant
Engineering Services Branch
Comox Valley Regional District
770 Harmston Avenue
Courtenay, B.C. V9N 0G8
Phone: 250-334-6016
Toll free: 1-800-331-6007
Fax: 250-334-4358

The Comox Valley Regional District respectfully acknowledges the land on which it operates is on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.

October 6, 2022

Sent via email only: mtatchell@villageoftahsis.com

Mark Tatchell, Chief Administrative Officer
Village of Tahsis
977 South Maquinna Drive
Tahsis, BC V0P 1X0

Dear Mark:

Re: Solid Waste Management Plan Renewal Launch

The Comox Strathcona Waste Management (CSWM) service is pleased to inform you that staff has begun the process of renewing the CSWM Solid Waste Management Plan (SWMP), last approved by the Ministry of Environment and Climate Change Strategy (Ministry) in 2013. An SWMP sets the direction and course of disposal and diversion programs for solid waste operations in the region and identifies bylaws, capital works and diversion initiatives to be undertaken in the coming five to ten years to achieve stated solid waste objectives.

The CSWM provides waste collection, transportation and disposal services in a large and varied area, incorporating vibrant island communities, resourceful west coast communities, independent rural areas and growing urban municipalities. Each of our communities is unique; desiring different solid waste services to meet their needs. Along with our partner local governments, the CSWM works to meet each community's expectations.

As communities, regulations and expectations change, the CSWM adapts to meet this evolving environment through the delivery of effective, cost efficient and convenient services and programs. SWMPs are mandated by the Province through the *Environment Management Act* for all regional districts to complete and a 10 year renewal is suggested by the Ministry to ensure that the plan reflects best practices and the evolving realities of solid waste management.

Significant achievements have been made over the last decade within the CSWM service to improve on our commitment to protect the environment, to responsibly manage our residual solid waste and to reduce solid waste. Key highlights include:

- Closure of the Pidgeon Lake landfill and installation of a landfill gas capture system, reducing greenhouse gas emissions by over 168,000 tonnes of CO₂ equivalent between 2016 and 2021.
- Construction of the first cell of the engineered landfill at the Comox Valley Waste Management Centre (CVWMC), and integrated leachate treatment plant.
- Transition away from fully funded CSWM recycling depots with a more limited list of accepted materials, towards the acceptance of many extended producer responsibility program materials at depots such as batteries, electronics, expanded polystyrene and plastic film.
- Provision of collection events and community clean-ups, as well as the adoption of an illegal dumping bylaw for stronger enforcement tools.

The Comox Strathcona Waste Management service area is located in the Coast Salish, Kwakwaka'wakw, and Nuu-chah-nulth territories.

Comox Strathcona Waste Management manages over 100,000 tonnes of waste and recycled material annually and oversees a number of diversion and education programs for the Strathcona and Comox Valley Regional Districts.

- Recycling depot improvements at the CVWMC and new facilities for household hazardous waste at the CVWMC and Campbell River Waste Management Centre (CRWMC).
- Demonstrating food scrap diversion through a composting pilot at the CVWMC, and expansion of the program in 2023 through the completion of the Regional Organics Composting Facility at the CRWMC and Organics Transfer station at the CVWMC.
- Closure of the landfill at the CRWMC is nearing completion, and a landfill gas collection and destruction system will be completed shortly thereafter. A fifty to seventy per cent reduction of GHG emissions from the landfill are anticipated upon commissioning.

The primary goal to reduce the amount of waste produced in our region remains the same. The CSWM service annual waste disposal rate is just above average for BC, between 510 and 543 kg/person, above the provincial target of 350 kg/person per year.

How could this SWMP renewal influence your community?

Here are some common themes identified by the CSWM Board regarding the challenges and opportunities that the directors feel the CSWM service could focus on in its upcoming SWMP renewal:

- advocacy for legislation to advance diversion at the provincial and federal level
- advancing the work on removing construction and demolition waste from the waste stream
- improvements to curbside collection services
- role of private depots
- education for residents and businesses to better understand how and what can be recycled, as well as the issues associated with contamination
- enforcement of material bans at disposal sites to encourage diversion
- organics diversion for multifamily dwellings and small/remote communities
- the need for increased source separation, in particular for multifamily dwellings and the industrial, commercial and institutional sector
- having an ambitious but realistic diversion targets for the new SWMP
- concept of waste stream licensing to ensure private landfills are operating within regulatory compliance

An SWMP renewal is a multi-year process with extensive public consultation that provides the service with the authority and direction to proceed with a path forward for the coming decade. Beginning the SWMP renewal process at the start of a board term will allow CSWM directors to see the process through to the finish. The SWMP renewal and public consultation will be conducted in four steps: 1) initiation; 2) plan direction; 3) strategies and options; and 4) development and adoption. Step 1 is underway and will include a survey of residents and stakeholders on the current use and satisfaction with the existing waste management system, as well as the recruitment of members for the Regional Solid Waste Advisory Committee (RSWAC). The engagement period for the survey of existing waste management services will take place between November 14 and December 5, 2022. A media plan including radio, digital and print ads has been developed, in addition to social media engagement and traditional community posters. A facility tour and board orientation to the SWMP will take place early in the new year following the October election.

To keep your elected officials and staff informed along the way, we are committed to providing the agenda and minutes from all board reports related to this SWMP renewal, as well as the minutes of all RSWAC meetings to your local government. In addition, there will be an invitation for technical representation in the RSWAC meetings of staff members from local governments within the CSWM service area. Up to six staff will be selected from a diverse segment of the service area, to capture the challenges and solutions from different sized communities. These technical staff will join members of the public, industry, associations and

other waste stakeholders in a conversation about waste management over the next 2-3 years. The RSWAC will be the sounding board for CSWM staff and consultants as the SWMP is renewed. The active participation of these RSWAC members is critical to the consultation requirements established by the province, and it is hoped that you will have the resources to support this significant regional initiative. To reduce staff demands, the CSWM has limited the number of Solid Waste Advisory meetings that will take place in advance of regularly scheduled board meetings. A formal request for staff participation to the RSWAC will follow in November 2022.

Project updates will be provided through our website cswm.ca/solidwaste and our project page cswm.ca/swmp, which will be live in November. Please share this correspondence with your board or council and confirm for us the best way for your municipality to stay informed on this topic. CSWM staff would be pleased to support you with a formal presentation to your board or council on this project if you request it.

We sincerely appreciate your participation and engagement in this important conversation to reduce solid waste generation in our region.

Sincerely,

R. Dyson

Russell Dyson
Chief Administrative Officer

From: Cizmecigil, Serena EBC:EX <Serena.Cizmecigil@elections.bc.ca>
Sent: October 19, 2022 3:38 PM
To: Reception Account <Reception@villageoftahsis.com>
Subject: BC Electoral Boundaries Commission - Preliminary Report

Hi,

Thank you for speaking to me about providing input to the BC Electoral Boundaries Commission.

As explained over the phone call, we have released our Preliminary Report which illustrates our recommended changes to B.C.'s electoral districts for provincial elections. We are seeking feedback on the recommendations in the report by November 22nd.

Please see below a copy of our Preliminary Report and some links that may be helpful:

- [Read the Preliminary Report online](#)
- [Complete our website survey](#)
- [View the schedule of upcoming public hearings](#)
- [Explore maps, data and other resources](#)

We would be very grateful if there's anything your organization can do to help us spread the word about our upcoming opportunities for input.

I have attached our media kit—including photos of the Commission at work, quotes from the Commission Chair, and a social media template—in the hopes that you might be able to mention us in your social media, newsletter or website content.

Again, thank you for your time. We look forward to receiving any input the Village of Tahsis would like to share with us.

Please let me know if you have any questions.

Sincerely,

Serena Cizmecigil
BC Electoral Boundaries Commission
info@bcebc.ca | 1-800-661-8683 | www.bcebc.ca
Suite 100 – 1112 Fort Street, Victoria, BC V8V 3K8



Media Kit

Background

The BC Electoral Boundaries Commission has published its [Preliminary Report](#), containing recommendations to change British Columbia's provincial electoral districts for the next two provincial general elections.

Quotes

Justice Nitya Iyer, Commission Chair:

"British Columbia is a growing province. The population has increased by nearly half a million people over the last five years. Our recommendation to increase the number of electoral districts in B.C. reflects that growth."

Social Media Template

The BC Electoral Boundaries Commission has published its Preliminary Report, with recommendations to change provincial ridings for the next two provincial elections in B.C.

You can share your thoughts with the Commission by filling out their online survey or attending a public hearing. Have your say! bcebc.ca

Images

Commission photos: <https://flic.kr/s/aHBqjzLqhI>

Subject: FW: community safety Grant
Date: October 21, 2022 9:57:20 AM

From: Babchuk.MLA, Michele <Michele.Babchuk.MLA@leg.bc.ca>
Sent: October 21, 2022 9:00 AM
To: Reception Account <Reception@villageoftahsis.com>
Subject: community safety Grant

Good Morning,

Across our community, there are many organizations doing good, important work. I know many of you have connected with these organizations, as a volunteer and/or supporter. I've also had the chance to meet with many of these groups in our community to hear about all they do. Our government wants to continue to support this work, and on Friday last week we opened applications for community safety grants, to support the organizations doing work to keep people safe. I hope you will help us share this exciting opportunity for funding with local organizations that you know of in your community.

These grants, which use the profits from civil forfeiture to reinvest in community safety and crime prevention, help support projects under four categories – crime prevention, gender-based violence, Indigenous healing, and restorative justice. Learn more about the grants and how to apply here: <https://www2.gov.bc.ca/gov/content/safety/crime-prevention/community-crime-prevention/grants>

There are thousands of dollars available to community organizations to support important projects. These one-time grants are available to organizations annually, and we've been pleased to help fund innovative projects throughout B.C. to support community safety at the local level in partnership with the organizations who are dedicated to this work.

If you have any questions or concerns about any provincial issue, please don't hesitate to reach out. We're here to help. My office can be contacted at: 250-287-5100 Campbell River; 250-949-9473 Port Hardy or email Michele.Babchuk.MLA@leg.bc.ca

Thank you for your help getting this important information out.

Kind Regards,

Michele

Michele Babchuk, MLA North Island

908 Island Highway, Campbell River, BC, V9W 2C3

| P: 250.287.5100 Campbell River office | P: 250-949-9473 Port Hardy office |

From: Andrew Cole <acole@campaign-office.com>

Sent: Wednesday, October 26, 2022 10:25 AM

To: Mark Tatchell <MTatchell@villageoftahsis.com>

Subject: BC/YUKON COMMAND OF THE ROYAL CANADIAN LEGION- 18th Annual Military Service Recognition Book

Hi Mark,

Thanks so much for the VILLAGE OF TAHSIS' past support and for taking a moment to review our request for the **British Columbia Yukon Command of The Royal Canadian Legion's 18th Annual Military Service Recognition Book**.

Attached is our formal request and rates.

As you are well aware, year after year, the kind support from business's and organizations across BC help ensure Legion commitments are met along with the many support programs for BC Veterans with PTSD and other challenges.

We would sincerely appreciate VILLAGE OF TAHSIS' continued support and appreciation for our Veterans by renewing the ¼ page or 1/10(bus.card) advertisement in our next edition. Of course any level of support would certainly help ensure the success of this years campaign.

Here's a copy of last years business card(b/w \$300 tax incl, color \$350 tax incl)



If you require any additional information, please [reply to this email](#) or phone me at our toll-free number below.

Thank you for your consideration and/or support.

Sincerely,

Andrew Cole

Advertising Rep/ Military Service Recognition Book

BC/Yukon Command

Royal Canadian Legion Campaign Office

1-866-354-6277

+ <mailto:bccl@fenety.com>



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www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **BC/Yukon Command / The Royal Canadian Legion**, representing **British Columbia** and the **Yukon’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **BC/Yukon Command Legion** is very proud to be printing another **5,000 copies** of our 18th Annual **“Military Service Recognition Book”**, scheduled for release by Remembrance Day 2023, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 150 communities that we serve throughout British Columbia and the Yukon. The Legion is recognized as one of Canada’s largest “Community Service” organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review, along with a detailed list of some of the many community activities in our **149 Branches and 80 Ladies Auxiliaries** in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

Thank you for your consideration and/or support.

Sincerely,

Craig Thomson
President of BC/Yukon Command of The Royal Canadian Legion



www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>GST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$2,071.43	+ \$103.57	= \$2,175.00
Inside Front/Back Cover (Full Colour)	\$1,833.33	+ \$91.67	= \$1,925.00
Full Colour 2-Page Spread (COLOUR)	\$3,419.05	+ \$170.95	= \$3,590.00
Full Page (Full Colour) 7" X 9.735"	\$1,709.52	+ \$85.48	= \$1,795.00
Full Page B&W 7" X 9.735"	\$1,142.86	+ \$57.14	= \$1,200.00
½ Page (Full Colour) 7" X 4.735"	\$1,000.00	+ \$50.00	= \$1,050.00
½ Page B&W 7" X 4.735"	\$685.71	+ \$34.29	= \$720.00
¼ Page (Full Colour) 3.375" X 4.735"	\$619.05	+ \$30.95	= \$650.00
¼ Page B&W 3.375" X 4.735"	\$485.71	+ \$24.29	= \$510.00
1/10 Page (Business Card-Full Colour)	\$333.33	+ \$16.67	= \$350.00
1/10 Page B&W (Business Card) 3.375" X 1.735"	\$285.71	+ \$14.29	= \$300.00

G.S.T. Registration # R10 793 3913

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the BC/Yukon Command.



PLEASE MAKE CHEQUE PAYABLE TO:

BC/Yukon Command
The Royal Canadian Legion
(BC/Y RCL)
(Campaign Office)
P O Box 5555
Vancouver, BC V6B 4B5



VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: October 21, 2022

Re: UBCM 2022 Volunteer & Composite Fire Department Grant

PURPOSE OF REPORT:

To provide Council with information on the application to the Union of BC Municipalities (UBCM) Volunteer & Composite Fire Department Training & Equipment program to purchase equipment for the Tahsis Volunteer Fire Rescue Department.

OPTIONS/ALTERNATIVES

1. *Provide a resolution as drafted*
2. *Decline to provide a resolution*

BACKGROUND:

The intent of the UBCM Volunteer & Composite Fire Department Training and Equipment funding stream is to build the resiliency of volunteer and composite fire departments in preparing for and responding to emergencies through the purchase of new or replacement equipment and to facilitate the delivery of training.

Staff submitted an application on October 21, 2022, which was the deadline, in order to preserve the Village's option for pursuing this funding opportunity.

If Council supports the application, as prepared, a Council resolution is required.

POLICY/LEGISLATIVE REQUIREMENTS:

None

FINANCIAL IMPLICATIONS:

The Village of Tahsis would provide overall supervision, financial management and coordination of the project. This proposed project budget is in Table 1 below.

Item	Quantity	Cost
Coveralls	15	\$4,598.90
Safety Boots	15	\$3,435.00
Multifunction Hose Wrenches	15	\$807.90
15% contingency		\$1,326.17
Total		\$10,167.32

Table 1: Proposed grant budget

RECOMMENDATION:

THAT Council supports the grant application and, in so doing, approves of the current proposed activities described and commits to providing overall grant management.

Respectfully submitted:

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

Mark Tatchell
Chief Administrative Officer

Community Emergency Preparedness Fund

Volunteer & Composite Fire Departments

Equipment & Training

2022 Application Form

Please complete and return the application form by **October 21, 2022**. All questions are required to be answered by typing directly in this form. If you have any questions, contact cepf@ubcm.ca or (250) 387-4470.

SECTION 1: Applicant Information	AP <i>(for administrative use only)</i>
Name of Primary Applicant: Village of Tahsis	Date of Application: October 21/2022
Contact Person*: Lisa Illes	Position: Fire Chief
Phone: (250) 934-6666	E-mail: firedepartment@villageoftahsis.com

** Contact person must be an authorized representative of the applicant (i.e. an employee or elected official).*

SECTION 2: For <u>Regional Projects Only</u>
<p>1. Identification of Partnering Applicants. For all regional projects, please list all of the partnering applicants included in this application. Refer to Sections 2 and 3 in the <i>Program & Application Guide</i> for eligibility.</p> <p>NA</p>
<p>2. Rationale for Regional Projects. Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p> <p>NA</p>

SECTION 3: Project Summary
<p>3. Project Information</p> <p>A. Project Title: Village of Tahsis - Coveralls, Safety Boots & Hose Wrenches</p> <p>B. Proposed start and end dates. Start: February 1/2023 End: July 1/2023</p>

4. Project Cost & Grant Request:

- A. Total proposed project budget: \$10,167.32
- B. Total proposed grant request: \$10,167.32
- C. Have you applied for, or received funding for, this project from other sources? If yes, please indicate the source and the amount of funding received or applied for.
No - the Village of Tahsis has not applied for or received funding for this project from any other sources.

Please note the project budget includes a 15% (\$1,700) contingency to mitigate inflationary price increases between now and when the equipment order is placed.

5. Project Summary. Provide a summary of your project in 150 words or less.

The Village of Tahsis would utilize this grant to purchase 15 coveralls, 15 safety boots and 30 multifunction hose wrenches. The Tahsis Volunteer Fire and Rescue Department (TFRD) does not have safety boots for its volunteer members or hose wrenches which can be deployed easily. The current coveralls are cotton and are past their useful life.

In responding to a wildfire, rescue or large structural fire incident, it is critical that all firefighters have the equipment to effectively, safely and efficiently perform their duties.

SECTION 4: Detailed Project Information

- 6. Requirement to be Volunteer or Composite Fire Department.** Please list the name and location of each eligible fire department that is included in this application, describe the composition (volunteer or composite) of each department, and state the declared level of service of each department.

Village of Tahsis

Copies or extracts of the available evidence of declared level of service is required to be submitted with the application.

The BC Structure Firefighter Minimum Training Standards include the requirement for fire departments to declare their level of service. This applies to all local government, Treaty First Nation and society-run fire departments. The training standards are not automatically applicable on federal reserve lands and, for the purpose of CEPF funding, non-Treaty First Nations are not required to declare their level of service if they are not prepared to do so. This will not impact the review or scoring of applications.

7. Operating Budget(s).

- a. Please indicate the annual operating budgets of each fire department included in this application.
\$76,498.75T

- b. Describe the extent to which that budget enables each fire department to purchase essential equipment and/or obtain training.

The 2022 operating budget includes \$5,833 for protective clothing, \$1,750 for small tool replacement and \$3,500 for materials and supplies.

8. Proposed Activities. What specific activities will be undertaken as part of the proposed project? Refer to Sections 4 and 6 of the *Program & Application Guide* for eligibility.

- a. Purchase of equipment.

The grant funding would be used to purchase 15 coveralls, 15 safety boots and 30 multifunction hose wrenches.

- b. Training. *Note: training is for fire department members only and not community members. All proposed training activities must include the name of course and the instructor and/or agency who will provide the training.*

9. Resiliency. Describe how the proposed project will build the resiliency of volunteer and composite fire departments in preparing for and responding to emergencies.

Resiliency in the TVFD means:

1. Preparedness measures.
2. Safety measures.
3. Proper equipment.
4. Proper training.

These four building blocks instill confidence and raise the skill level of our firefighters to do their jobs in emergency situations. This grant funding will help to provide the right tools for the right jobs so the firefighters can respond more effectively and efficiently to emergencies. This, in turn, reduces the harmful effects of fires and other emergencies, making the community more resilient overall.

10. Mental Well-Being. Describe the extent to which proposed training will specifically address the mental wellbeing of eligible fire department staff and volunteers.

Mental well-being in firefighters is showing up “on scene” and having the proper tools and training to effectively do their job. Anything less produces stress and anxiety. The tools

11. Transferability. Describe the extent to which the proposed project may offer transferable resources and supplies to other communities (e.g. trained staff and/or equipment that will be made available to other communities, training resources other communities will be invited to utilize, etc.).

The TFRD is on the list of approved BCWS contractors and may be retained on stand-by and dispatched to respond to wildfires on Crown lands. Having this equipment supports the department's ability to fulfill this type of response.

12. Partnerships. Identify any other organizations or stakeholders you will collaborate with on the proposed project and specifically outline how you intend to work together.

The Strathcona Regional District's Protective Services Coordinator will provide in-kind contribution with project management where required.

13. Additional Information. Please share any other information you think may help support your submission.

Fire protection within the Village municipal boundary is the responsibility of the Tahsis Volunteer Fire and Rescue Department (TFRD). The current department has 15 active members, all trained to exterior structural firefighting standards. All members have completed Wildland Firefighting Level 1 (WFF-SPP Level 1) training and five members have completed ICS100 training. In 2018, the BCWS called upon the TFRD to be first responders to a wildland fire on Head Bay FSR under the BC Hydro transmission lines, the fire was contained to 7.3ha. Working with BCWS crews on this fire was regarded as a positive training experience.

The fire department has 2 pumper trucks and the necessary structural firefighting equipment associated with each truck. The department has limited additional wildland fire equipment including 2 pumps, 2 hoses, and 4 backpack pumps. Additional wildland fire equipment to be purchased in 2020 includes 5 portable pumps, forestry hose, and 6 sprinkler kits for structural protection. The TFRD maintains a live fire training centre at a former Western Forests Product sawmill site where members practice suppression of active Class A fires, vehicle extrication and other skills.

The Village does not have formal mutual aid agreements with other local or regional fire departments. Gold River Volunteer Fire Department is the nearest local fire department. The North Island Fire Zone, Campbell River office is the closest BCWS location. The TFRD is on the list of approved BCWS contractors and may be retained on stand-by and dispatched to respond to wildfires on Crown lands. The Village's fire training centre is offered to be used by other regional fire departments.

Having proper equipment will help the TFRD respond to the challenges of fires due to drier and hotter summers and other extreme weather events associated with climate change. As outlined the Climate Summary for the West Coast the following climate predictions are:

- Year-round moderate increases in temperature (an increase in mean temperature of 1.4 degrees C by the 2050s)
 - Decline in summer precipitation by approximately 10% by the 2050s. This trend is associated with drier fuels and soils, increasing fire behaviour potential.
 - Increase in precipitation in other seasons - annual average of +6% by 2050s.
 - A decrease in snowfall of 28% in the winter and 51% in the spring by the 2050s.
- Maritime watersheds that shift from rain/snow-driven to rain-driven hydrological regime

will likely experience the greatest shift in flow patterns, and resultant soil and groundwater storage.³⁴

•An additional 22 frost-free days and +327 growing degree days by the 2050s.

A massive lightning storm on August 11, 2018 sparked over 75 wildfires across northern Vancouver Island. Heavy wildfire smoke impacted the community due to nearby fires. The closest fire to Tahsis was the Ceepeecee Mountain fire (V82633, total area 43 hectares), about 4km to the south, which was partially within the AOI and was visible from the Village. BCWS monitored the fire but did not send response crews due to the location, access, and heavy resources assigned to other fires in the region at the time.

Another fire of note from August 2018 was the Head Bay Fire (V82449, total area 7 hectares), located 13km to the south east along the BC Hydro powerline adjacent to Head Bay FSR. Although outside Village jurisdiction, it was a concern because of the wooden poles that would have left Tahsis without power if destroyed. The BCWS responded to the fire with 10 crew members along with TFRD and BC Hydro staff to protect the poles, ultimately saving the poles from damage. This fire was close to Head Bay FSR, the crucial evacuation route from Tahsis to Gold River.

SECTION 5: Required Application Materials

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application.

All applicants are required to submit:

- ☒ Completed application form;
- ☒ Evidence of declared service level (e.g. bylaw, resolution); and
- ☒ Detailed project budget

Local government, First Nation, or improvement district applicants must submit:


- ☒ Council or Board resolution, Band Council Resolution or Treaty First Nation resolution, or improvement district Trustee resolution indicating support for the current proposed activities and willingness to provide overall grant management.

Legally incorporated society-run fire department applicants must submit:

- ☐ Board of Directors motion indicating support for the current proposed activities and willingness to provide overall grant management.
- ☐ Current Certificate of Good Standing.

Regional project applicants are required to submit:

- ☐ Resolution or motion from each partnering applicant clearly stating their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

SECTION 6: Signature	
I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our jurisdiction (or appropriate approvals are in place).	
Name: Mark Tatchell	Title: CAO
Signature:  <i>An electronic or original signature is required.</i>	Date: October 21/2022

** Signatory must be an authorized representative of the applicant (i.e. an employee or elected official)*

Submit applications to:

Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

Village of Tahsis - Volunteer and Composite Fire Departments Equipment and Training

Equipment

<u>Item description *</u>	Unit cost	Quantity	Total cost
Wrench Multifunctional TFT	\$ 53.86	15	\$ 807.90
Coveralls	\$ 306.55	15	\$ 4,598.25
Swat Classic 9" Safety Toe Boots	\$229.00	15	\$ 3,435.00
Sub-total			\$ 8,841.15
15% contingency for inflation			\$ 1,326.17
Total			\$ 10,167.32

***Quotes attached**

Fire Department

From: Pam Ring <pam.ring@brogansafety.com>
Sent: Friday, October 7, 2022 10:57 AM
To: Fire Department
Subject: WRENCH QUOTE
Attachments: QOT00007.PDF; Rebranding Clarification Letter BROGAN.pdf

Hi Lisa

Please see the attached quote for the wrenches that you requested. Your ETA would be 4 weeks and as these are non-stocking, they would be non-returnable. Please let me know how you would like to proceed.



Thank you
Pam



Pam Ring

Inside Sales Representative

T: 250-287-2186 ext.203

A: 1690 K Maple Street Campbell River BC V9W 3G2

W: www.brogansafety.com **E:** pam.ring@brogansafety.com





Quote

THE ONE STOP SHOP

Date: October 12, 2022
 Quote #: 220818
 Customer ID: Tahsis
 Expiration Date: November 11, 2022

To: Lisa Illes
 Tahsis Volunteer Fire Department
 205-203-9120
firedepartment@villageoftahsis.com

Salesperson	Job	Payment Terms	Due Date
CAROLINE JONES	Swat boots 9"	Due upon receipt	

Qty	Description	Unit Price	Line Total
15	Swat Classic 9" Safety Toe Boots	\$ 229.00	\$ 3,435.00
	SHIPPING COSTS TO BE RATED IF REQUIRED		

Quotation prepared by: CAROLINE JONES

This is a quotation on the goods named, subject to the conditions noted below:
 We are not liable for 3 party measurements. We are not responsible for proper fitting when the customer has had any major weight loss, gain or change in muscle mass. We will refit the customer at their expense. Quotation has been prepared based on quantity above and price will not be applicable for lesser quantities. Prices subject to change without notice.

Subtotal	\$ 3,435.00
Sales Tax	171.75
Total	\$ 3,606.75

To accept this quotation, sign here and return: _____

Thank you for your business!

123 CREE ROAD, SHERWOOD PARK, AB, T8A 3X9 1-800-565-6664 uniforms@derks.ca

P.O. No.		Rep	Shipping Via	
		SO		
Item	Description	Qty	Unit Price	Total
STL-3001STDUS	Starfield LION Standard Coverall AFSQ4567 Starfield Standard Coverall Subtotal	15	306.55	4,598.25 4,598.25
Shipping & Handling	TBD TRACKING # GST on sales		0.00 5.00%	0.00 229.91
		Total CAD 4,828.16		
Return of Standard Stocking Items will incur a 25% charge Non-Stocking & Clearance Items are Non-Returnable				
GST/HST No.	892708884	All Pricing Held for 30 Days		

BROGAN FIRE & SAFETY
1690K MAPLE ST
CAMPBELL RIVER, BC V9W 3G2
PHONE (250)287-2186

QUOTATION

Quotation Expires
10/14/22

CONTACT:

QUOTE #	SLMN	PAGE
1032041	4620	1
DATE (MM/DD/YY)	INSLMN: 9006	
10/07/22	PAM	
REV #	FOB	
000	SHIP POINT	
REV. DATE	FREIGHT	
10/07/22	PREPAID	

QUOTE FOR CUSTOMER #: 73-03061

TAHSIS, VILLAGE OF
PO BOX 219

CUS PO #:

JOB NAME: **LISA FIRE DEPT**

TAHSIS
BC V0P 1X0 CAN 250-934-6344

LN	QTY	MFR	CATALOG	DESCRIPTION	PRICE PER	EXT AMT
01	30	ABC	FEFD00270	WRENCH MULTIFUNCTION TFT	53.86 E	1,615.80

MDSE: 1,615.80 *
 GST/HST: 80.79
 PST/QST: 113.11
TOTAL 1,809.70 **

PLEASE NOTE: This is not an offer to contract, but merely a quotation of current prices for your convenience and information. Orders based on this quotation are subject to our acceptance on the [terms and conditions](#) stated in our written acknowledgement of order. We make no representation with respect to compliance with job specifications. Every order resulting from this quote will be subject to all applicable taxes and eco fees.

Village of Tahsis
Regular Council
meeting minutes
February 16, 2016
CARRIED

Taylor/ Van Solkema VOT 58/16

THAT the CAO report to Council be received.

Taylor/ Van Solkema VOT 59/16

THAT the Village proceed with the purchase of the fire truck.

CARRIED

Chief Russ Nickerson spoke about the BC Fire Service Minimum Training Standards. It was noted that the Tahsis Volunteer Fire Department is unable to meet the manpower and training levels to meet the "Full Service Attack" requirements as laid out by these standards. It was therefore recommended that Tahsis adopt the "Exterior Attack" competencies requirements.

Taylor/ Overton VOT 60/16

THAT the Village of Tahsis' Volunteer Fire Department adopt the "Exterior Attack" competency requirements as per the NFPA standards listed in the Structure Firefighters Competency and Training PLAYBOOK.

CARRIED

N. Public Input #2

A member of the public expressed her feelings about the hospital parking fees and fines.

Public Exclusion

Overton/Taylor VOT 61/16

THAT the meeting is closed to the public in accordance with section 90.1(g) of the Community Charter – litigation or potential litigation affecting the municipality

CARRIED

Recess

Overton/Taylor VOT 61/16

THAT the regular Council recess to go into the in camera meeting.

CARRIED

Reconvene

Taylor/ Overton VOT 67/16

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: M. Tatchell, Chief Administrative Officer
S. Koopman, Protective Services Coordinator
L. Illes, Fire Chief

Date: October 27, 2022

Re: **UBCM 2022 Indigenous Cultural Safety & Cultural Humility
Regional Grant Application**

PURPOSE OF REPORT:

To consider a regional grant application to the Stream 2 funding stream of the Community Emergency Preparedness Fund (CEPF) 2022 Indigenous Cultural Safety & Cultural Humility funding stream. The Strathcona Regional District would be the primary applicant, whereas the Village of Tahsis would be a partner applicant

OPTIONS/ALTERNATIVES

1. *Provide a resolution as drafted*
2. *Decline to provide a resolution*

Staff recommends **Option 1** as this will enable staff to pursue additional external funding opportunities.

BACKGROUND:

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. The intent of the Indigenous Cultural Safety and Cultural Humility funding stream is to support eligible applicants to enhance cultural safety and humility in the delivery of local emergency management programs and services.

The Strathcona Regional District would utilize this grant to host a Building Bridges through Understanding the Village workshop in Tahsis. During this experiential workshop participants explore their own, personal role in supporting the revival of the values that worked so beautifully in indigenous villages for thousands of years. As a group, we also explore in-depth the effects of Residential Schools and Canada's Policy of Assimilation on Indigenous communities. This workshop is geared to solutions rather than recrimination and is a great forum in which to ask questions. The workshop is done from a non-blame and non-shame perspective and invites all participants to become a part of the healing that is already happening.

Protective Services, through the SRD, would provide overall supervision and coordination of the project. The application submission deadline is November 25, 2022. The Strathcona Regional District would provide overall supervision and management of the grant. In order to be considered as a partner, the Village of Tahsis is required to submit a Council Resolution that clearly states that the Village of Tahsis authorizes the Strathcona Regional District to receive the funding and provide overall grant management.

POLICY/LEGISLATIVE REQUIREMENTS:

None

FINANCIAL IMPLICATIONS:

The SRD would provide overall supervision, financial management and coordination of the project.

RECOMMENDATION:

1. THAT the report from the Chief Administrative Officer be received.
2. THAT as part of the Village of Tahsis ongoing work in relation to Truth and Reconciliation that an application for financial assistance under the Indigenous Cultural Safety & Cultural Humility grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District; and

THAT the Village of Tahsis agrees to the Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding

Respectfully submitted:



Mark Tatchell
Chief Administrative Officer

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Janet StDenis

Date: October 20, 2022

Re: Tahsis' 2022 municipal election results and ballot accounts

PURPOSE OF REPORT:

To report on Tahsis' 2022 municipal election results and provide a ballot account pursuant to section 158 of the LGA (Local Government Act).

OPTIONS/ALTERNATIVES

1. That this report be received for information.

BACKGROUND:

Section 158 of the LGA requires that the Chief Election Officer submit a report on the election results along with a ballot account to the local government.

POLICY/LEGISLATIVE REQUIREMENTS:

LGA Part 3, Division 17 s158 (1) Within 30 days after the declaration of official election results under section 98 for an election by acclamation or under section 146 for an election by voting, the chief election officer must submit a report of the election results to the local government.

(2) In the case of an election by voting, the report under subsection (1) must include a compilation of the information on the ballot accounts for the election.

(3) If the results of the election are changed by a judicial recount or on an application under section 153 [*application to court respecting validity of election*] after the report under subsection (1) of this section is submitted, the

designated local government officer must submit to the local government a supplementary report reflecting the changed results.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATIONS:

That Council receives this report on the Village of Tahsis' 2022 Municipal Election.

Respectfully submitted:



Janet StDenis

Form No. 14-2
One Position
LGA s.146(2)(a), VC s. 108(2)(a)

Village of Tahsis

DECLARATION OF OFFICIAL ELECTION RESULTS

GENERAL LOCAL ELECTION – 2022

Mayor

I, Janet StDenis, Chief Election Officer, do hereby declare elected,

Martin Davis, who received the highest number of valid votes for the office of Mayor.

Dated at Tahsis, BC

this 18th day of October, 2022.



Chief Election Officer

Form No. 14-3
Multiple Positions
LGA s.146(2)(b), VC s.108(2)(b)

Village of Tahsis

DECLARATION OF OFFICIAL ELECTION RESULTS

GENERAL LOCAL ELECTION – 2022

Councillor

I, Janet StDenis, Chief Election Officer, do hereby declare elected the following candidates,
who received the highest number of valid votes for the office of
Councillor.

1. Meggan Joseph
2. Sarah M. Fowler
3. Cheryl Northcott
4. Doug Elliott

Dated at Tahsis, BC

this 18th day of October, 2022.


Chief Election Officer

Village of Tahsis
DETERMINATION OF ELECTION RESULTS
GENERAL LOCAL ELECTION –2022

Mayor	Davis, Martin	Pelletier, Pascal Joseph
Advance Voting Opportunity: October.5.2022 Tahsis Recreation Center	54	7
General Voting Date: October 15, 2022 Tahsis Recreation Center	91	32
TOTAL NUMBER OF VALID VOTES CAST	145	39

This determination of official election results was made by the
Chief Election Officer on October 16,2022 at 1 p.m.
and is based on ballot accounts as amended or prepared by the
Chief Election Officer.


Chief Election Officer

Village of Tahsis
DETERMINATION OF ELECTION RESULTS
GENERAL LOCAL ELECTION –2022

Councillor	Adams, Samuel	Brown, Mervyn	Elliott, Doug	Fowler, Sarah M.	Gagne, Shauna L.	Joseph, Meggan	Northcott, Cheryl	Puente, Helene
Advance Voting Opportunity: October.5.2022 Tahsis Recreation Center	20	7	30	54	6	53	46	4
General Voting Date October 15, 2022 Tahsis Recreation Center	60	24	61	91	37	99	77	22
TOTAL NUMBER OF VALID VOTES CAST	80	31	91	145	43	152	123	26

This determination of official election results was made by the Chief Election Officer on October 16, 2022 at \ (time) and is based on ballot accounts as amended or prepared by the Chief Election Officer.


 Chief Election Officer

Village of Tahsis

BALLOT ACCOUNT RECONCILIATIONAdvanced Voting
Tahsis Recreation Centre 285 Alpine View Rd
October 5th, 2022

MAYOR

Number of valid votes cast:

Name of Candidate [or YES if assent voting] _____

Name of Candidate [or NO if assent voting] _____

(1) Number of ballots received for use (see Note 1)		<u>100</u>
(2) Ballots without objection	<u>62</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>0</u>	
(4) Ballots rejected without objection (including blanks)	<u>2</u>	
(5) Ballots rejected subject to objection under LGA s.140 (VC s.102)	<u>0</u>	
(6) Spoiled ballots that were replaced under LGA s.128 (VC s.90)	<u>0</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)		<u>64</u>
(8) Unused ballots (see Note 2)		<u>36</u>
(9) Number of ballots not accounted for		<u>0</u>
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>100</u>


 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137 or VC s.99)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137 or VC s.99)

Village of Tahsis

BALLOT ACCOUNT RECONCILIATION

General Voting

Tahsis Recreation Centre 285 Alpine View Rd

October 15th, 2022

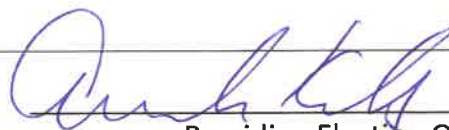
MAYOR

Number of valid votes cast:

Name of Candidate [or YES if assent voting] _____

Name of Candidate [or NO if assent voting] _____

(1) Number of ballots received for use (see Note 1)		<u>150</u>
(2) Ballots without objection	<u>124</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>0</u>	
(4) Ballots rejected without objection (including blanks)	<u>8</u>	
(5) Ballots rejected subject to objection under LGA s.140 (VC s.102)	<u>0</u>	
(6) Spoiled ballots that were replaced under LGA s.128 (VC s.90)	<u>0</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>132</u>	
(8) Unused ballots (see Note 2)	<u>17</u>	
(9) Number of ballots not accounted for	<u>1</u>	
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>150</u>



Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137 or VC s.99)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137 or VC s.99)

Village of Tahsis

BALLOT ACCOUNT RECONCILIATIONAdvanced Voting
Tahsis Recreation Centre 285 Alpine View Rd
October 5th, 2022

Councillor

Number of valid votes cast:

Name of Candidate [or YES if assent voting] _____

Name of Candidate [or NO if assent voting] _____

(1) Number of ballots received for use (see Note 1)		<u>100</u>
(2) Ballots without objection	<u>64</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>64</u>	
(4) Ballots rejected without objection (including blanks)	<u>0</u>	
(5) Ballots rejected subject to objection under LGA s.140 (VC s.102)	<u>0</u>	
(6) Spoiled ballots that were replaced under LGA s.128 (VC s.90)	<u>0</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>64</u>	
(8) Unused ballots (see Note 2)	<u>36</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>100</u>


 Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137 or VC s.99)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137 or VC s.99)

Village of Tahsis

BALLOT ACCOUNT RECONCILIATION*General*

Advanced Voting

Tahsis Recreation Centre 285 Alpine View Rd

October 5th, 2022

COUNCILOR

Number of valid votes cast:

Name of Candidate [or YES if assent voting] _____

Name of Candidate [or NO if assent voting] _____

(1) Number of ballots received for use (see Note 1)		<u>150</u>
(2) Ballots without objection	<u>132</u>	
(3) Ballots accepted subject to objection under LGA s.140	<u>0</u>	
(4) Ballots rejected without objection (including blanks)	<u>0</u>	
(5) Ballots rejected subject to objection under LGA s.140 (VC s.102)	<u>0</u>	
(6) Spoiled ballots that were replaced under LGA s.128 (VC s.90)	<u>1</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>132</u>	
(8) Unused ballots (see Note 2)	<u>18</u>	
(9) Number of ballots not accounted for	<u>0</u>	
(10) TOTAL (7+8+9) No. 1 & No. 10 must agree		<u>150</u>



Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer.

Note 1: If you have combined ballots from another of the same type of voting opportunity, include the number of ballots that were received for use at that voting opportunity. (LGA s.137 or VC s.99)

Note 2: If you have combined ballots from another of the same type of voting opportunity, include the number of unused ballots from that voting opportunity. (LGA s.137 or VC s.99)



School District 84 Vancouver Island West

Box 100, #2 Highway 28, Gold River, BC V0P 1G0

Office: 250-283-2241 Fax: 250-283-7352

www.sd84.bc.ca

DECLARATION OF OFFICIAL RESULTS

October 18, 2022

Trustee Electoral Area	Trustee Electoral Area Description	No. of Trustees	Elected by Acclamation	Elected by Voting
1	Village of Gold River and the Gold River Schools Attendance Area of Electoral Area 'A' (Strathcona Regional District)	2	FEHR, Arlaine UNGER, Katie	
2	Village of Tahsis and the Captain Meares Elementary Secondary School and Esperanza Elementary Secondary School Attendance Area of Electoral Area 'A' (Strathcona Regional District)	1	STIGLITZ, Allison	
3	Village of Zeballos and the Zeballos Elementary Secondary School Attendance Area of Electoral Area 'A' (Strathcona Regional District)	1		RODGERS, Cyndy
4	Kyuquot Elementary Secondary School Attendance Area of Electoral Area 'A' (Strathcona Regional District)	1	HANSON, Jennifer	

Annie McDowell

Chief Elections Officer

Vancouver Island West School District 84

250-283-2241, Local 3

www.sd84.bc.ca

*In partnership with our diverse communities, School District 84
will provide all students with a quality education
relevant to the demands of a modern society.*



UBCM Group Benefits Plan

GROUP
INSURANCE FOR
ELECTED
OFFICIALS

Presented in partnership with



George & Bell
CONSULTING



PACIFIC
BLUE CROSS™



Group Insurance For Elected Officials

UBCM offers comprehensive group insurance coverage available to all local government staff and elected officials in British Columbia. Historically, UBCM has offered group insurance benefits to elected officials and a number of our members have taken advantage of these benefits. With local government elections approaching, we wanted to remind members about this offer and provide details of the coverage and enrolment process as described below.

COVERAGE OFFERED TO ELECTED OFFICIALS

The following is information about the procedures for enrollment in the UBCM Group Benefits Plan for Elected Officials, offered by our current carrier, Pacific Blue Cross/ BC Life:

A) Available Benefits

Elected officials who meet the eligibility requirements may participate in the following benefits:

- Extended Health Care
- Dental
- Employee and Family Assistance Plan (EFAP)
- Optional Life Insurance
- Optional Accidental Death and Dismemberment

(Elected Officials are excluded from participating in Group Life, Dependent Life, Accidental Death and Dismemberment, Short Term and Long Term Disability, and Critical Illness because these benefits are based on salary earned while employed.)

B) Eligibility

There must be a minimum of three (3) elected official applicants in your local government to enroll. Applications made by local governments that **do not currently** have their staff benefit plans under the UBCM Group Benefits Plan may be reviewed for consideration.

C) Benefit Provisions & Costs

1. Extended Health and Dental

For those local governments that have their staff benefits through the UBCM Group Benefits Plan, there is the option to provide your elected officials with the **same** level of benefits/plan design that you provide to your non-union staff for Extended Health and Dental. Under this approach, the existing group rates for the non-union staff plan would apply.

If you do not have staff benefits under the UBCM Group Benefits Plan, or you do not wish to provide the same level of benefits to Elected Officials, then you can choose a standard package. The standard package cost and benefit limits include:

a. Standard Extended Health Benefit Plan (Standard EHB):

- 80% reimbursement of eligible expenses
- Lifetime maximum of \$50,000
- \$25 per year single or family deductible
- 60 day trip duration

b. Enhanced Extended Health Benefit Plan (Enhanced EHB):

- 80% reimbursement of eligible expenses
- ***Lifetime maximum of \$50,000***
- \$25 per year single or family deductible
- 60 day trip duration
- Vision Care to a maximum of \$300 every two years
- \$100 every two years for eye exams
- \$300 per year for each covered practitioner (acupuncture, chiropractic, naturopath, physiotherapy, massage, podiatry, speech and psychologist)

c. Dental:

- 80% reimbursement of Plan A “Routine” expenses
- 50% reimbursement of Plan B “Major Restorative” expenses
- No annual maximum on Plan A or B

2. Employee and Family Assistance Plan (EFAP):

- Premium of **\$3.33** per month for single coverage and family coverage
- Employee and Family Assistance plan, delivered through a partner, Homewood Health, services provided include telephone assessment, consultation, resources, support, advice and coaching on a full range of issues faced by individuals, parents, families, teens and young adults throughout their lives.

3. Optional Life Insurance:

Optional Group Life may be purchased in multiples of \$10,000 or \$25,000. However, only one multiple can be chosen and will apply to everyone in the group purchasing the optional group life coverage.

4. Optional Accidental Death & Dismemberment (AD&D):

BC Life’s Optional AD&D provides added financial security should one be faced with accidental death, accidental dismemberment of part or all of a limb, or loss of sight, hearing or speech.

D) Enrollment

Once you have the minimum three Elected Officials wanting to enroll, then they must register as a group and choose **one** of the following combinations of coverage:

- Option 1:** Standard EHB and Dental benefits
- Option 2:** Enhanced EHB and Dental benefits
- Option 3:** Option 1 (Standard EHB & Dental) and EFAP
- Option 4:** Option 2 (Enhanced EHB & Dental) and EFAP
- Option 5:** Either the optional life and/or optional AD&D benefits (***applications can be made independent of one another***)
- Option 6:** A combination of option (1) and (5)
- Option 7:** A combination of option (2) and (5)
- Option 8:** A combination of option (3) and (5)
- Option 9:** A combination of option (4) and (5)

Each elected official will need to fill out the enrollment form found on our website with the same options.

For those local governments that have their staff benefits through the UBCM Group Benefits Plan, the elected officials will be added as a separate class to your existing contract/policy.

Enrollment for benefits must be within four (4) months of appointment to council, therefore, the **deadline for enrollment is February 28, 2023**. Failure to apply within the required timeline will elicit PBC late-applicant rules (which may include providing evidence of insurability, back-billing of premiums, and/or coverage restrictions). Also, enrollment must be for the **full term of office**; this is to protect against abuse of the Plan.

We strongly recommended having all elected officials who do not wish to participate complete Part 6 of the application form to waive group benefits to indicate that the benefits have been offered.

It would be our preference that the payments of premiums follow the same structure as your non-union staff plans. That is, if your non-union staff plans are 100% employer paid then that arrangement should continue for Elected Officials, understanding that each local government may have different policies.

If the elected official is new or returning, please fill out the applicable forms to join the Plan:

1. Application for Group Benefits; and/or
2. For optional life - "Application for Optional Life"
3. For optional AD&D - "Voluntary Accidental Death & Dismemberment"

When the forms are completed please attach all the documents and include a covering letter summarizing the names of the elected officials that are applying for these benefits. Please forward all completed forms to:

Elected Officials' Benefits
Union of BC Municipalities
Suite 60 – 10551 Shellbridge Way
Richmond, B.C. V6X 2W9

For further details regarding coverage or if you would like assistance with the enrollment of your elected officials, please contact:

Elvira Khismatullina
UBCM Group Benefits Administrator
604-270-8226 ext. 111
groupbenefitsplan@ubcm.ca

If you are not currently participating in the UBCM Group Benefits Plan, we would encourage you to request a quote. We can provide you with information on cost savings, as well as the other advantages of participation.

E) Retiring Council Members or Elected Officials Not In Office

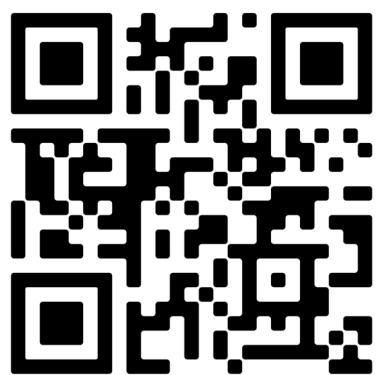
Please note that retiring council members or elected officials not currently in office should **not** remain on your benefits plans. You must inform Pacific Blue Cross/BC Life that coverage is to be terminated. **The effective date of termination will be no later than the end of December 2022.**

Retiring council members and elected officials no longer in office have the option of converting to individual policies (within 60 days for Extended Health and Dental benefits and 31 days for Optional Life and Optional AD&D) with the advantage of not needing to provide medical evidence.

- For information on individual health and dental benefits available to those not on the Group Plan any longer, we would encourage you to provide the following link: <https://www.pac.bluecross.ca/group/group-conversion.aspx>. Conversion options are available for 60 days.
- For those wishing to convert to an individual life insurance policy must apply within 31 days after terminating the group coverage and if they are under the age of 65. For more information regarding conversion, members may contact BC Life at email: BCLClaimsServices@pac.bluecross.ca



UBCM Group Benefits Plan



SCAN ME

**Your TRUSTED
PARTNER** with over 30
years in Benefit
Administration,
UBCM is here to
answer questions,
offer **ASSISTANCE** and
ADVOCATE on behalf
of all of our Members.



ELECTED OFFICIALS

Union of British Columbia Municipalities 2022 Premium Rates

EXTENDED HEALTH*

STANDARD

EHC-Single	\$57.09
EHC-Family	\$128.73

ENHANCED

EHC-Single	\$69.63
EHC-Family	\$156.94

DENTAL*

EHC-Single	\$61.27
EHC-Family	\$160.40

EMPLOYEE & FAMILY ASSISTANCE (EFAP) - OPTIONAL

EFAP**	\$3.30
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*HEALTH rates includes pooling charges. HEALTH & DENTAL rates subject to change in subsequent renewals

Above rates are valid for October 2022 renewal period and pooling charges subject to change in future renewals.

**EFAP rates are optional and subject to change in future renewals

Mail: PO Box 7000, Vancouver, BC V6B 4E1 | Drop it off: 4250 Canada Way, Burnaby, BC | enrollment@pac.bluecross.ca

i MEMBER — Please complete Parts 2 and 7 of this application and only complete Parts 3 to 6, if applicable.
EMPLOYERS/PLAN ADMINISTRATORS — Please complete Part 1 of this application and only complete Part 6, Section B, if applicable.
Please complete form electronically or print clearly in **INK**. Sign, date and submit your application to your Employer or Plan Administrator as soon as possible.

☐ New member ☐ Reinstatement**PART 1 — EMPLOYER/PLAN ADMINISTRATOR**

Policy number	Name of company/organization		Member ID number	
Extended Health Care effective date (mm-dd-yyyy)	Dental Care effective date (mm-dd-yyyy)	Life and Disability effective date (mm-dd-yyyy)	Other benefit effective date (mm-dd-yyyy)	
Division	Sub-division (if applicable)	Class	Section ID (if applicable)	Plan Code (if applicable)
Member's occupation		Employment type <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Retired <input type="checkbox"/> Hour bank <input type="checkbox"/> Other: _____		
Payroll number (if applicable)	Date of full-time hire or rehire (mm-dd-yyyy)	Member salary \$ _____	<input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Biweekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually	Hours per week
HSA deposit amount: \$ _____		Frequency: <input type="checkbox"/> Annual <input type="checkbox"/> Monthly		

If we have questions, how can we contact you? ☐ Telephone: _____ ☐ Email: _____**PART 2 — MEMBER/DEPENDENT INFORMATION**

Legal first name	Preferred name	Middle initial	Last name	Birthdate (mm-dd-yyyy)	Sex <input type="checkbox"/> M <input type="checkbox"/> F
Street address		City	Province	Postal code	
Email address					

Please provide the information requested in the table below. List any additional children in *Part 3 – Additional Information* section.
Please list all your dependents even if you are waiving coverage.

LEGAL FIRST NAME	PREFERRED NAME	MIDDLE INITIAL	LAST NAME	BIRTHDATE (MM-DD-YYYY)	SEX	RELATIONSHIP TO YOU	FULL TIME STUDENT*	DEPENDENT WITH DISABILITIES**
Spouse					<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Common-Law <input type="checkbox"/> Married		
First child					<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Son <input type="checkbox"/> Daughter	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Second child					<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Son <input type="checkbox"/> Daughter	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Third child					<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Son <input type="checkbox"/> Daughter	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fourth child					<input type="checkbox"/> M <input type="checkbox"/> F	<input type="checkbox"/> Son <input type="checkbox"/> Daughter	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

*Complete this section if child is over the maximum age as stated in your Group Benefit Contract and attending school full-time.

**If you have a child with a disability, provide a copy of CRA approved Application for Disability Tax Credit or Persons With Disability and confirm the following:

1. Is the dependent financially dependent on you? ☐ Yes ☐ No 2. Does the dependent reside with you? ☐ Yes ☐ No3. Is the dependent married, or has the dependent ever been married? ☐ Yes ☐ No

(If unable to provide CRA or PWD document, attach a completed Application to Add a Dependent with Disabilities form for review.)

PART 3 — ADDITIONAL INFORMATION**PART 4 — CO-ORDINATION OF BENEFITS**

If you or any of your dependents have coverage under another plan, please indicate the following:

Name of Insurance company	Group Policy Number	ID or certificate number
---------------------------	---------------------	--------------------------

PART 5 — BENEFICIARY DESIGNATION

M8

If your plan includes Group Life or Accidental Death & Dismemberment insurance, designate at least one beneficiary. If you do not nominate a beneficiary, these benefits will be paid to your estate in the event of your death. If you make an error, sign or initial beside the correction. For residents of the Province of Quebec, the designation of a spouse is irrevocable unless otherwise specified. If share of proceeds for multiple beneficiaries is not indicated, the share will be split evenly between the listed beneficiaries.

<input type="checkbox"/> Revocable <input type="checkbox"/> Irrevocable	I designate the following person(s) to receive any amount due under the group policy upon my death.		
Full legal name	Birthdate (mm-dd-yyyy)	Relationship to you	Share of proceeds %
Full legal name	Birthdate (mm-dd-yyyy)	Relationship to you	Share of proceeds %

Member trustee designation — Complete only if a beneficiary is under age 18

I hereby appoint as trustee to receive from Pacific Blue Cross any amount which may be due to my beneficiary, while the beneficiary is a minor:

Full legal name	Birthdate (mm-dd-yyyy)	Relationship to you
-----------------	------------------------	---------------------

To appoint a contingent beneficiary(ies) in the event that your primary beneficiary(ies) die before you, complete our Beneficiary Designation Form.

PART 6 — WAIVER OF GROUP BENEFITS (Complete this section if waiving benefits)

The Pacific Blue Cross Extended Health Care (EHC) plan is not the same as coverage under a government health/medical plan in any Province or Territory. If another plan covers you/your dependent(s) for EHC or Dental benefits, you may waive such benefits under this plan. Before you sign this form, read your benefit booklet or ask your employer to explain the benefits to you. You should fully understand all the benefits and plan rules.

SECTION A — Waiver due to coverage under another plan

I choose to waive the benefit(s) below because I am covered by another plan:

☐ Extended Health Care ☐ Dental Care ☐ For myself and my dependents ☐ For my dependents only

If the other plan terminates, I understand that there may be time limits for applying for coverage under this Pacific Blue Cross plan. If I apply late, or if I apply while the other plan is still active, I understand that dental coverage may be restricted to \$250 per person for the first year, and/or my dependents and I will have to provide evidence of good health, and Pacific Blue Cross may decline to cover me or my dependents.

SECTION B — Refusal of ALL coverage (available for Non-Mandatory plans only) — Approval required by your employer

☐ I waive all coverage for myself and my dependents

EMPLOYER/PLAN ADMINISTRATOR — I hereby certify that: minimum participation requirements, as stipulated in the contract have been met; this plan requires members/employers to contribute to the cost of coverage; benefit coverage is not a condition of employment.

Employer/Plan administrator's signature X	Date (mm-dd-yyyy)
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Member signature is required for SECTIONS A and B

I have been offered the opportunity to participate in my employer's benefits plan under the policy number(s) on page 1. I understand that if I apply at a later date for any benefit(s) that I am now waiving, as explained above, dental coverage may be restricted to \$250 per person for the first year of coverage, and/or I will be required to prove, at my own expense, that I and my dependents are in good health. Pacific Blue Cross reserves the right to refuse my application if my health or my dependents' health is not considered satisfactory.

Member's signature X	Date (mm-dd-yyyy)
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PART 7 — MEMBER SIGNATURE

I agree to the conditions of my benefit plan between my employer/plan administrator and Pacific Blue Cross and authorize my employer to deduct the required contributions from my earnings. I confirm that the information I have provided is true and complete.

If I should receive a settlement or a judgement against a liable third party for wage loss or benefits covered under my group plan, I agree to and authorize the third party to reimburse Pacific Blue Cross up to the amount advanced to me pending such settlement or judgement.

I consent to Pacific Blue Cross collecting, using and disclosing my personal information where reasonably necessary for the purposes of my enrollment or coverage under this group plan. I consent to the disclosure of my personal information to agents and representatives of Pacific Blue Cross and other providers/insurers and their agents and representatives for the purposes of assessing and providing benefits coverage. I also consent to the disclosure of my personal information to my employer/plan administrator when required or permitted by law or by contract between Pacific Blue Cross and my employer/plan administrator; and to the retention, use and disclosure of my personal information in accordance with the Pacific Blue Cross privacy policy.

The privacy policy is available online at pac.bluecross.ca or by calling Pacific Blue Cross at 604 419-2000.

Member's signature X	Date (mm-dd-yyyy)
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Mail: PO Box 7000, Vancouver, BC V6B 4E1 | Drop it off: 4250 Canada Way, Burnaby, BC | Fax: 604 419-2990

PART 1 — EMPLOYER INFORMATION

Group name	Division	Sub-division	Policy number	ID number	Class number
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PART 2 — APPLICANT TO COMPLETE

Application for Employee		Application for Spouse (if applying)	
Name	Sex <input type="checkbox"/> M <input type="checkbox"/> F	Name	Sex <input type="checkbox"/> M <input type="checkbox"/> F
Date of birth (mm-dd-yyyy)	Occupation	Date of birth (mm-dd-yyyy)	Occupation
Height (inch/cm)	Weight (lbs/kg)	Height (inch/cm)	Weight (lbs/kg)
Employment status <input type="checkbox"/> Active <input type="checkbox"/> On leave or disability	Amount of optional life insurance being applied for \$		Amount of optional life insurance being applied for \$
I hereby appoint the following beneficiary for any amount of Optional Life Insurance payable after my death in accordance with the terms of the Policy. I reserve the right to change my appointment of beneficiary as far as it is legally permissible to do so. A person who is insurable under this policy as both an employee and a spouse is still limited to the \$300,000.		I hereby appoint the following beneficiary for any amount of Optional Life Insurance payable after my death in accordance with the terms of the Policy. I reserve the right to change my appointment of beneficiary as far as it is legally permissible to do so. A person who is insurable under this policy as both an employee and a spouse is still limited to the \$300,000.	
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Beneficiary (full legal name)	Relationship	Beneficiary (full legal name)	Relationship
Employee signature X	Date (mm-dd-yyyy)	Spouse signature X	Date (mm-dd-yyyy)
Member trustee designation — Complete only if a beneficiary is under age 18 I hereby appoint as trustee to receive from Pacific Blue Cross any amount which may be due to my beneficiary, while the beneficiary is a minor:		Member trustee designation — Complete only if a beneficiary is under age 18 I hereby appoint as trustee to receive from Pacific Blue Cross any amount which may be due to my beneficiary, while the beneficiary is a minor:	
Full legal name		Full legal name	
Birthdate (mm-dd-yyyy)	Relationship to you	Birthdate (mm-dd-yyyy)	Relationship to you

PART 3 — APPLICANT'S STATEMENT OF HEALTH - Please tick "Y" (yes) or "N" (no) in the appropriate column for each person applying for coverage

 If you answer yes to any of these questions, please give complete details in the space provided on page 2.	applicant		spouse			applicant		spouse	
	YES	NO	YES	NO		YES	NO	YES	NO
1. Have you ever consulted a physician, ever been treated for, or had any known indication of:									
a) Chest pain or heart disorders?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Have you any physical impairments, deformities, or illness not covered in questions 1-5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) High blood pressure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Have you any physical impairments, deformities, or illness not covered in questions 1-5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Cancer or tumors?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Have you consulted any physician in the last two years apart from basic checkups?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Diabetes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Have you had any weight change within the last 12 months? If yes, state number of lbs/kgs gained or lost and reason for change in space provided on the back.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Arthritis or rheumatism?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Have you:				
f) Nervous or mental disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a) used any tobacco products within in the past 12 months (cigarettes, patch, chewing tobacco, gum, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Lung disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If yes, indicate type, amount and frequency				
h) Small or large bowel disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b) ever used marijuana, cocaine, hallucinogenic or narcotic drugs, sedatives or tranquilizers, except as prescribed by a physician?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Stomach or liver disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Have you engaged or do you intend to engage in any hazardous sports such as motor racing, scuba diving, or hang gliding or have you flown in an aircraft other than as a fare-paying passenger?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Kidney or urinary disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a) Blood or circulatory disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) Hernia?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b) Hepatitis B or C or B carrier state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) Back, limb or joint disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c) Neurological disorder, seizure or multiple sclerosis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m) Blood or circulatory disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Have you or your spouse had a request for life or health insurance declined, postponed, rated, or restricted in any way?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n) Hepatitis B or C or B carrier state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Do you or your spouse now have or are you applying for other life or disability income insurance? If yes, indicate type of insurance, amount, benefit and elimination periods as applicable in space provided on the back.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o) Neurological disorder, seizure or multiple sclerosis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
2. Have you:									
a) ever applied for or received benefits, compensation or pension because of sickness or injury?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
b) been absent from work because of sickness or injury during the last six months?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
c) undergone treatment for alcoholism or drug habit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
3. Are you aware of any symptoms or complaints for which you have not yet consulted a physician or received treatment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
4. Are you, your spouse or dependents taking any prescribed medication? If yes, provide name of medication(s) and reason for use in space provided on the back.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
5. Have you:									
a) ever been treated for or had any known indication of Acquired Immune Deficiency Syndrome (AIDS), AIDS Related Complex (ARC), or any other immunological disorder?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
b) had any positive test results indicating exposure to the AIDS virus?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

Please tick "Employee" or "Spouse" on the left and give complete details of all questions answered "Y" (yes) on previous page.
If additional space is needed, use separate sheet.

M8

	Illness/Condition and/or Medication	Dates and Duration	Treatments and Results (fully recovered or remaining effects)	Names and full address of doctor(s) or hospital(s)
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Question#				
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Question#				
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Question#				
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Question#				
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Question#				

PART 4 — FAMILY MEDICAL HISTORY

	applicant YES NO	spouse YES NO
Have your parents or siblings ever had cancer, high blood pressure, heart or kidney disease, diabetes, mental or nervous disorder? If yes, give complete details in the space provided:	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

	Age (if living or age at death)	Details of any health disorder	Cause of death (if applicable)
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Father			
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Mother			
<input type="checkbox"/> Employee <input type="checkbox"/> Spouse Siblings			

PART 5 — AUTHORIZATION

I declare all recorded answers included on this form are full, complete and true as of this date.

I authorize any person or institution, including the Medical Information Bureau, that has any records or knowledge of my health to give Pacific Blue Cross and its reinsurers any such information. I understand this information will be used by Pacific Blue Cross to determine my eligibility for coverage and may be used in connection with any claim filed with Pacific Blue Cross. A photocopy of this authorization shall be as valid as the original.

I acknowledge receipt of written notification describing the use of the Medical Information Bureau.

I, the employee, authorize the necessary payroll deductions.

Address	Postal code	Phone
Employee's signature X		Date (mm-dd-yyyy)
Spouse's signature X		Date (mm-dd-yyyy)

Please recheck the form and make sure all questions on both sides have been answered. If all the requested information is not provided, this form will be returned to you for further completion. Mail to: PO Box 7000, Vancouver, BC V6B 4E1.

NOTIFICATION – Please read carefully and detach for your own records.

Information regarding your insurability will be treated as confidential. Pacific Blue Cross or its reinsurers may, however, make a brief report to the Medical Information Bureau, a non-profit membership organization of life insurance companies, which operates an information exchange on behalf of its members. If you apply to another Bureau member company for life or health insurance coverage, or a claim for benefits is submitted to such a company, the Bureau, upon request, will supply such company with the information in its file.

Upon receipt of a request from you, the Bureau will arrange disclosure of any information it may have in your file. If you question the accuracy of information in the Bureau's file, you may contact the Bureau and seek a correction.

Their address is: Medical Information Bureau, 330 University Avenue, Toronto, Ontario, Canada, M5G 1R7.

Pacific Blue Cross may also release information in its file to other life insurance companies to whom you may apply for life or health insurance, or to whom a claim for benefits may be submitted.

VILLAGE OF TAHSIS TRAVEL AND EXPENSE POLICY**SCHEDULE "A" TO Policy #2002,****(as amended February 1, 2016)**

NAME _____ Position _____

DATE _____ PLACE traveled to (if applicable) _____

PURPOSE _____

MILEAGE: OUT

DATE	FROM	TO	KM'S	RATE	AMOUNT	ACCOUNTING CODE
	Tahsis	Gold River	4	\$.54/km on pavement	2.16	
	Tahsis	Gold River	64	\$.66/km on gravel	42.24	
	Gold River	Campbell River	90	\$.54/km on pavement		

MILEAGE: IN

DATE	FROM	TO	KM'S	RATE	AMOUNT	ACCOUNTING CODE
	Gold River	Tahsis	4	\$.54/km on pavement	2.16	
	Gold River	Tahsis	64	\$.66/km on gravel	42.24	
	Campbell River	Gold River	90	\$.54/km on pavement		

ACCOMMODATION (for Vancouver/Victoria – up to \$225, and \$175 for the rest of the Province)

DATE	LOCATION	AMOUNT	ACCOUNTING CODE

PER DIEM (Meals) (\$100/day in Vancouver or Victoria, and \$85 for the rest of the Province)

(For administration, meals provided at a conference or meeting will be deducted from the per diem as follows) For the Lower mainland/ Victoria (\$20 for breakfast, \$30 for lunch and \$50 for dinner), for the rest of the Province, (\$15 for breakfast, \$25 for lunch, and \$45 for dinner)

DATE	DETAILS	PER DIEM if Applicable	AMOUNT	ACCOUNTING CODE

**I Certify that the items shown above are a true and
Accurate statement of expenses claimed****TOTAL EXPENSE \$ _____**_____
Councillor or Employee Signature_____
Approved by CAO_____
Date_____
Date

Travel and Expense Policy #2002

Schedule "A"

(as amended February 1, 2016)

It is Village policy that receipts must be submitted, in order for the person to be reimbursed for other than Per Diem expenses only.

ACCOMMODATIONS:

It is preferable that conference registration and hotel accommodations be reserved and paid by the village in advance. When this is not possible and employee's personal credit card or the Village's credit card shall be used. In all cases receipts must be submitted. When booking accommodations, government rates shall be requested.

TRAVEL:

- Where possible, the most economical mode of travel will be used.
- Mileage (per existing policy #2202) - \$.54/km on pavement, and \$.66/km on gravel (Tahsis to Gold River). Mileage will not be paid to more than one person if two or more can travel together in the same vehicle.
- Air Fare – plus mileage to nearest airport plus cost of public transportation including airport bus, bus, taxi fares, and parking (receipts needed)

HOTELS:

Maximum allowable in the lower mainland or Victoria is \$225/day, and for the rest of the province \$175/day

MEALS:

Per Diem reimbursement shall be to the amount shown below.

LOWER MAINLAND
\$100/day

REST OF PROVINCE
\$85/day

ADVANCES

For members of Council attending a convention or seminar; or employees of Fire Department volunteers attending courses approved by the CAO, upon request, an advance may be approved by the CAO. The advance provided shall not exceed mileage and per-diems to be incurred.

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: October 19, 2022

Re: Tahsis Recreation Centre Standards of Conduct Policy

PURPOSE OF REPORT:

To provide Council with context and background information on the proposed Tahsis Recreation Centre Standards of Conduct Policy (Attachment “A”).

OPTIONS/ALTERNATIVES

1. Approve the Tahsis Recreation Centre Standards of Conduct Policy as presented.
2. Refer the Policy back to staff with specific direction on amendments.
3. Do not approve the Policy as presented.
4. Any other option that Council deems appropriate.

BACKGROUND:

The Tahsis Recreation Centre is typically staffed by a single employee who is responsible for: a) ensuring that the facility is operated in a safe and secure fashion; and b) monitoring patrons. On occasion, our staff are required to caution patrons or intervene when a patron’s behaviour is disrespectful, unsafe and/or annoying to other patrons. However, the Village does not have a policy that establishes the standards of acceptable behaviour in the facility and the procedures for staff in responding to incidents which violate the standards. The absence of policy leaves much discretion to individual staff to make personal judgement calls. Even when staff act with the best of intentions, their responses may be perceived as discriminatory, arbitrary or grounded in personal animus. In addition, the Village’s Respectful Workplace Policy requires the employer to shield employees from bullying, harassment and other forms of discriminatory behaviour. The absence of standards of conduct policy may leave the impression that the lobby area, in particular, is a public space with little or no rules. Lastly, a standards of conduct policy helps to mitigate potential injuries, furniture and equipment damage and reputational harm.

The proposed policy is based on the City of Vancouver's policy for its recreation and community facilities.

POLICY/LEGISLATIVE REQUIREMENTS:

1. Respectful Workplace Policy, No. 3007
2. Workers Compensation Act, SBC 2019, Ch 1 (and regulations)
3. Community Charter, SBC 2003, Ch 26

FINANCIAL IMPLICATIONS:

There are no direct financial implications in approving and implementing the proposed policy.

STRATEGIC PRIORITY:

N/A

RECOMMENDATION:

Option #1

Respectfully submitted:



Mark Tatchell, CAO

Attachment “A”

VILLAGE OF TAHSIS			
Policy Title:	Tahsis Recreation Centre: Standards of Conduct	Policy No.	#4019
Effective Date	XXXXX, XX, 2022	Revision to Policy	N/A
Approval	Council	Resolution Number	XXXX/2022

Section 1 – Commitment to a Safe and Inclusive Space for All

- 1.1 The Village of Tahsis is committed to supporting the participation of all members of the public, including children, in the use of its facilities, programs, and properties. We encourage positive, inclusive behaviours when using our programs, facilities or properties and will take firm and progressive steps to reduce instances of negative behaviours occurring.

We expect all participants and user groups at the facility to treat patrons, staff, and volunteers with dignity and respect. This includes upholding the BC Human Rights Code, including not engaging in discriminatory conduct on the bases of race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.

Any behaviours intended to hurt, intimidate, humiliate others, or to damage Village property will not be tolerated. When the individual is a child or youth (younger than 18 years old), the policy will be applied in a manner that includes the parent or caregiver involvement at each stage.

The Village has the statutory authority to actively manage individuals using our programs, properties, or facilities who have been identified as not meeting behavioural expectations. This will be done through the application of verbal warnings, written behavioural expectation agreements, access restrictions, suspension, or termination of use, as deemed necessary for the safety of staff and others using the spaces.

Section 2 – Scope of Policy

- 2.1 The policy applies to patrons, staff, visitors, contractors and any other persons and groups who use the facility.

Section 3 – Behavioral Expectations

3.1 We expect that everyone in this facility will:

- Take responsibility for their own behaviour
- Talk in a normal tone and avoid swearing
- Treat others with respect
- Not damage or take equipment or property that does not belong to them
- Ensure they are not intoxicated

3.2 The following behaviour is unacceptable. Staff are required to report any occurrence of these behaviours:

- Anti-social or negative behaviour resulting from intoxication or the use of drugs or alcohol
- The consumption of alcohol or drugs in the facility
- Smoking or vaping within the facility
- Bringing weapons into the facility
- Violent or aggressive behaviour
- Theft or vandalism of recreation or patron property
- Making threats, attempting to intimidate, goading, and inciting others to violence
- Any action that promotes discrimination, racism or hatred
- The use or display of abusive or offensive materials, words, or images
- Any action that damages, defaces, fouls or pollutes any Village of Tahsis property
- Any activity or conduct that would be detrimental to the environment at the site, breaches posted rules, and may negatively affect those in the immediate surrounding area

3.3 These behaviours will result in the user groups or individual(s) responsible having appropriate measures implemented to prevent these behaviours being repeated.

Measures may include verbal warnings, development of behavioural expectation agreement, access restrictions, and suspension or termination of use of the recreation facilities and related services.

Section 4 – B.C. Human Rights Code

4.1 We will adhere to the letter and spirit of the B.C. Human Rights Code, specifically:

Discrimination in accommodation, service and facility

8 (1)A person must not, without a bona fide and reasonable justification,

(a)deny to a person or class of persons any accommodation, service or facility customarily available to the public, or

(b)discriminate against a person or class of persons regarding any accommodation, service or facility customarily available to the public

because of the Indigenous identity, race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age of that person or class of persons.

(2)A person does not contravene this section by discriminating

(a)on the basis of sex, if the discrimination relates to the maintenance of public decency or to the determination of premiums or benefits under contracts of life or health insurance, or

(b)on the basis of physical or mental disability or age, if the discrimination relates to the determination of premiums or benefits under contracts of life or health insurance.

Section 5. – Addressing Unacceptable Behaviours

5.1 Failing to meet the behavioural expectations will result in some or all of the following measures being implemented, depending on the severity of the incident.

The actions may include:

- A verbal warning
- A verbal suspension of access
- A written warning
- Issuance of a letter of behavioural expectation
- A written suspension of access

The *Trespass Act (RSBC 2018, Ch3)* will be invoked in serious cases where the individual refuses to meet the behavioural expectations and commits a trespass as defined in the statute.

Village staff are empowered to implement immediate short-term access restrictions (up to four (4) days). The implementation of a long-term access restrictions or Trespass Act letters will be undertaken in consultation with the Chief Administrative Officer and/or the Nootka Sound RCMP.

When evaluating the appropriate measures to be implemented the following factors will be taken into account:

- The nature and impact of the incident
- History of other incidents involving the individual(s) or group
- The potential for ongoing incidents
- The age of the individual
- Whether the individual has taken responsibility for their behaviour.

Unacceptable behaviour by staff will be addressed under the policies and processes included in the Village of Tahsis Employee Handbook.

Section 6 – Appeal Process

6.1 When a long term access restriction is implemented, the Tahsis Recreation Centre staff will provide a copy of the letter outlining the access restriction to the individual/group. If the individual who has had a long term access restriction placed upon their access, an appeal using the following process will apply:

- Individual/group is provided a letter from the CAO outlining the reason for (citing relevant bylaw and/or policy) and details of the access restriction.
- Long term access restriction letters will advise the individual or group of the right to seek an appeal of the decision to Tahsis Council.
- Village office staff will make arrangements with the individual/group to schedule their appeal at a Council meeting.
- A decision regarding the appeal will be provided in writing from Village staff no later than 30 days after the appeal has been heard.
- The access restriction will remain in effect during the appeal process.
- Where a decision results in a reduction of the length of the access restriction or withdrawal in its entirety, notice will be provided to Tahsis Recreation Centre staff.

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Adia Mavrikos, Director of Finance

Date: Oct 21, 2022

Re: Audit Services

PURPOSE OF REPORT:

To provide Council with context and background information in regards to the Village's financial audit services. The annual audit is usually completed each spring prior to the legislated deadlines. Chan Nowosad Boates (CNB) has been the Village's auditor for many years, however the current contract expired in 2021.

OPTIONS/ALTERNATIVES

1. One year extension to the contract and appoint CNB as the Village's auditors for 2022. Staff will issue a request for proposal in Spring 2023.
2. Issue an RFP for the Village's audit services for 2022-2026
3. Extend CNB's contract for another 3,4 or 5 years and appoint CNB as the Village's auditors until 2024-2025.

BACKGROUND:

The Village undertook the request for proposal (RFP) process in 2017 for the Village's audit services. CNB was awarded the contract. CNB had the 2nd lowest audit fees of all the firms, however continuity of the auditors, their experience with other nearby local governments and their references were considered to be of greater importance.

DISCUSSION:

CNB is a well-established audit firm with great experience working with and performing audit services for local governments. CNB is presently the engaged auditor for the Villages of Gold River, Port Alice, Sayward and Alert Bay as well as the District of Port Hardy, Town of Port McNeill, the Regional District of Mount Waddington, the Mount Waddington Hospital District and Ocean Falls. The Village's experience working with CNB has been excellent over the past years. The high degree of audit team continuity has allowed for efficiencies in the annual audit process.

They have provided us with a proposal of \$21,340 for the 2022 audit which is a 4% increase when compared to the prior year.

2023: \$22,190
2024: \$23,075
2025: \$23,990
2026: \$24,950

As with many services however, it is best practice to periodically undertake a public procurement process. Due to timing a (RFP) would need to be issued as soon as possible in order to ensure that appropriate scheduling can be put in place for the Village's 2022 audit.

POLICY/LEGISLATIVE REQUIREMENTS:

1. The Procurement policy recommends a RFP, Request for Quotation or Invitation to Tender of goods and services over \$10,000
2. Council must approve contracts or other commitments where the anticipated expenditure exceeds \$10,000.
3. As per the Community Charter 169, Council must appoint an auditor for the municipality.

FINANCIAL IMPLICATIONS:

Option #1 The cost of \$21,340 is within the 2022 budget amount reflected in the Five-Year Financial Plan.

Option 2: Unknown.

Option 3: The cost of \$21,340 is within the 2022 budget amount reflected in the Five-Year Financial Plan. The future audit fee amounts will be included in the 2023-2027 Five-year financial plan.

STRATEGIC PRIORITY:

Yes.

Governance:

“Review policies and bylaws and update as necessary”

RECOMMENDATION:

Staff recommendation is option #3 that Council extends the current contract for 3 years and appoint CNB as the municipal auditors for the fiscal years 2022-2024.

Respectfully submitted:



Adia Mavrikos, CFO



Mark Tatchell, CAO



October 12, 2022

Adia Mavrikos, CPA, CA
Village of Tahsis

Via Email: AMavrikos@villageoftahsis.com

Dear Adia,

Thank you very much for taking the time to reach out to me last month. We sincerely appreciate the opportunity to provide yourself, Mark and the Village of Tahsis (the “Village”) with a proposal to provide ongoing annual audit services.

We greatly value our relationship with the Village and its community members. In the prior year, and years past we have completed personal tax returns (T1’s) for low-income individuals in the community and this is something that we would be very happy to continue. Our engagement team is also entirely from Campbell River. We are very happy to stop into the Village whenever required, or alternatively we are happy to meet in Campbell River as necessary at our office.

We also have a great deal of experience working with municipalities on the Island and specifically the North Island. Our firm is presently the engaged auditor for the Villages of Gold River, Port Alice, Sayward and Alert Bay as well as the District of Port Hardy, Town of Port McNeill, the Regional District of Mount Waddington, the Mount Waddington Hospital District and Ocean Falls. We believe this experience is something that represents an asset to the Village of Tahsis.

To continue to complete the audit remotely, which has worked well over the past few years, we would propose only an inflationary increase of 4% over our fiscal 2021 audit fees which were \$20,520.

We have also included a proposed fee to complete the financial statements, notes and schedules to the financial statements. We are providing this fee separately so that it can be easily quantified, and removed if necessary should the Village wish to undertake it during any period of an agreement that is entered with us, if the capacity becomes available.

We have provided below a quote for audit services and for preparation of the financial statements, notes and schedules for the next 5 years to provide the Village with cost certainty should they choose to proceed with a 5 year engagement term. We are also very happy to enter into a 1, 2, 3 or 4 year engagement term – whatever best suits the Village.

December 31, 2022:

Audit	\$21,340
Financial Statements, Notes and Schedules	\$2,340

December 31, 2023:

Audit	\$22,190
Financial Statements, Notes and Schedules	\$2,430

December 31, 2024

Audit	\$23,075
Financial Statements, Notes and Schedules	\$2,525

December 31, 2025

Audit	\$23,990
Financial Statements, Notes and Schedules	\$2,625

December 31, 2026

Audit	\$24,950
Financial Statements, Notes and Schedules	\$2,725

The audit fee includes any and all meetings throughout the year with management or Mayor and Council with respect to the audit.

Should we be asked to complete the audit onsite or visit the Village we would not charge for mileage or travel time, however we would charge for accommodation and meals solely on a cost recovery basis. Consistent with prior years we do not charge an administrative fee.

Consistent with prior years, should there be additional time required to complete the audit due to incomplete bookkeeping / year-end work, we would first discuss the matter with management, provide an estimate for the hours to resolve it if management chooses us to resolve it and only proceed with resolving the matter when instructed to do so.

Should you have any questions concerning the above, please do not hesitate to contact me directly.

Sincerely,



Derek Lamb, CPA, CA
Partner



VILLAGE OF TAHSIS

2023 REGULAR COUNCIL MEETING DATES

January 3, 2023

January 17, 2023

February 7, 2023

February 21, 2023

March 7, 2023

March 21, 2023

April 4, 2023

April 18, 2023

May 2, 2023

May 16, 2023

June 6, 2023

July 4, 2023

August 1, 2023

September 5, 2023

September 19, 2023

October 3, 2023

October 17, 2023

November 7, 2023

November 21, 2023

December 5, 2023

Tahsis 2023 Proposed Budget Meeting Dates

Monday November 14th, 2022 at 1pm

Monday, November 28th, 2022 at 1pm

Monday, December 5th, 2022 at 1pm

Monday January 23rd, 2023 at 1 pm

Monday February 6th, 2023 at 1 pm



Village of Tahsis

October 26, 2022

Employment and Social Development Canada (ESDC)
New Horizons Seniors Program
Government of Canada
125 E10th Avenue
Vancouver BC V5T 1Z3

Subject: Tahsis Senior's Society New Horizon Grant Application

I am writing in support of an application submitted by Tahsis Senior's Society in Tahsis, BC for funding through Community-based stream of the New Horizons for Seniors Program (NHSP)

The Tahsis Senior's Society has been in existence for several years. It offers services such as a drop-in centre (pre-COVID), hosting events and workshops, assisting in food distribution programs for seniors as well as other services for seniors in need. The free lunch program targets the social isolation and food insecurity prevalent in this remote community. The Senior's Society continues to be a strong advocate for ageing in place and engaging with and advocating for seniors who would otherwise have few resources this small community of 392 people. Making information available to seniors through free workshops to access government services and providing support to file their taxes is vital to ageing in place.

Tahsis Council supports these projects as they will support local and community needs such as food insecurity and social interaction addressing social isolation. Overall, the project will benefit our community by providing engagement and social activities for seniors.

For the reasons noted above, Tahsis Council is pleased to support the funding request.

Sincerely,

Mayor Martin Davis

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