



AGENDA

**Regular Meeting of the Tahsis Village Council
to be held on January 3, 2023 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**
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A. Call to Order **Mayor Davis will call the meeting to order.**

Land Acknowledgement **The Mayor will acknowledge and respect that we are meeting upon Mowachaht/Muchalaht territory.**

B. Introduction of Late Items

C. Approval of the Agenda

D. Petitions and Delegations None.

E. Public Input # 1

F. Adoption of the Minutes **1 Minutes of the Committee of the Whole Meeting held on December 5, 2023.**

2 Minutes of the Regular Council Meeting held on December 6, 2022.

G. Rise and Report

H. Business Arising 1 Bylaw Enforcement Officer appointment

Police Act (RSBC 1996, Ch 367)

Bylaw enforcement officers

36 (1) Bylaw enforcement officers may be appointed,

 (a) by a municipal police board, or

 (b) if there is no municipal police board in a municipality, by the municipal council.

(2) A bylaw enforcement officer must be paid the remuneration and is appointed for the term that the municipal police board or municipal council determines.

(3) A bylaw enforcement officer must, under the direction of the chief constable or officer in charge of the detachment of police operating in the municipality, perform the functions and duties, and has the powers, privileges and responsibilities respecting the enforcement privileges and responsibilities respecting the enforcement of municipal bylaws, that the municipal police board or municipal council specifies in the appointment.

2 Report to Council Re: Review of Travel and Expense Policy # 2002 (2016)

J. Council Reports

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

K. Bylaws

Report to Council Re: Upcoming Capital Projects And Loan Authorization Bylaw Procedures

1 Loan Authorization Bylaw No. 652, 2022

A bylaw to authorize the borrowing of the estimated cost of the Tahsis Firehall Relocation Project.

1st , 2nd and 3rd Reading

L. Correspondence 1 December 2, 2022 email from Derrek Kasper Re: Questions/ Information

2 December 5, 2022 written request from the public for speed bumps on Alpine View Road.

3 December 6, 2022 email from James Carroll, Stewardship Forester, Ministry of Forests, Campbell River and Murray Estlin, Stewardship Forester, Ministry of Forests, North Island-Central Coast Resource District Re: Invitation to review and provide comments on the Timber Supply Analysis Public Discussion Paper.

4 December 12, 2022 email from the Federation of Canadian Municipalities (FCM) Re: Renewal of 2023-2024 Membership.

5 December 6, 2022 email from the Department of Fisheries and Oceans Re: Net Pen Transition Plan Engagement Follow up Session - January 16, 2023.

6 December 15th email from Ted Olynyk, Manager, Community Relations-Vancouver Island - Sunshine Coast, BC Hydro to Mayor and Council Re: Congratulations on your recent election.

7 Email from Nathan Cullen, Minister, Ministry of Municipal Affairs Re: Congratulations to Mayor and Council on your recent election.

8 December 9, 2022 letter from Jen Ford, UBCM President Re: Canada Community-Building Fund: Second Community Works Fund Payment for 2022/2023.

9 Email from Ashley Cousens, Area Manager, MOTI, Vancouver Island District Re: Head Bay FSR - 2022 Updates.

M. New Business 1 Grant Application Re: Youth Canada Summer Jobs 2023

2 Councillor Fowler Re: Good Food Box Travel Costs and Consideration of Sponsoring 1 box/per delivery.

WHEREAS food security is one of Council's strategic priorities for 2023; and

WHEREAS there are many healthy food insecure households within the Village of Tahsis;

THEREFORE, be it resolved to partner with Greenway Trust, Strathcona Food Hub and Gold River's Village Veggies to pay the biweekly freight cost in transporting Good Food Boxes to Tahsis (based on the current cost of a return trip at the Village of Tahsis Travel rate of \$88.80) and;

BE IT FURTHER RESOLVED to support greater health by sponsoring one or more boxes for resident(s) who are financially compromised (current cost \$20 per box).

3 Councillor Fowler-Resolution Re: AVICC 1st Call for 2023 Resolutions

WHEREAS climate change modeling showcases water temperature in salmon streams; and

WHEREAS cold water refuge is a predictor of early survival of juvenile salmonids; and

WHEREAS wild salmon are integral to UNDRIP/DRIPA, food security and BC cultural lifestyle in every community;

BE IT RESOLVED to advocate to prioritize habitat, health, study and understanding of interconnected ecosystem of pacific species; and

BE IT FURTHER RESOLVED;

THAT AVICC receive, by the resolutions deadline for motions to be accepted, as coastal communities are leading on this knowledge gathering and sharing.

N. Public Input #2

Public Exclusion

Recess

Reconvene

Rise and Report

O. Adjournment



Minutes

Village of Tahsis

Meeting	Committee of the Whole
Date	December 5, 2022
Time	1:00 p.m.
Place	Municipal Hall - Council Chambers and by electronic means

Present	Mayor Martin Davis Councillor Meggan Joseph Councillor Sarah Fowler Councillor Cheryl Northcott Councillor Doug Elliott	
Staff	Mark Tatchell, Chief Administrative Officer Adia Mavrikos, CPA, CA, Director of Finance Janet StDenis, Finance and Corporate Services Manager	by video by video
Public	1 member of the public	joined 2:40 p.m. (by video)

Call to Order

Mayor Davis called the meeting to order at 1:10 p.m.

Land Acknowledgement

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

Introduction of Late Items

None

Approval of the Agenda

Fowler: COW 080/2022

THAT the Agenda for the December 5, 2022 Committee of the Whole meeting be adopted as presented.

CARRIED

**H. Business
Arising**

1 2023-2027 Financial Plan/ Budget Meeting #3

Fowler: COW 081/2022

THAT this presentation be received.

CARRIED

The Director of Finance presented an overview of the proposed changes to Council's wages, benefits and travel budget.

The 2023 solid waste, sewer and water revenues and expenditures were presented along with the projected surplus or deficit.

A discussion on options to balance the water utility operating budget followed.

The Director of Finance presented the first draft of the 2023-2027 Proposed Capital Plan and the sources of funding.

There was a discussion around options for Village owned properties.

Fowler: COW 082/2022

THAT Council apply for the (Rural Economic Diversification and Infrastructure (REDIP) Grant Opportunity that is due January 4th, 2023 to seek funding to improve the Tahsis Museum.

CARRIED

**1 "no vote"
Registered to
Councillor
Elliott**

Adjournment

Elliott: COW 083/2022

THAT the meeting adjourn at 2:50 p.m.

CARRIED

Certified correct this
3rd Day of January, 2023

Corporate Officer



Budget Presentation #3

2023 Operations Budget Plan Village of Tahsis

December 5, 2022

Topics covered today

- ▶ Utility Rate Discussion for 2023
 - (Solid Waste, Sewer & Water Rates)
- ▶ Changes to Council remuneration and benefits have been included for discussion.
- ▶ Review Draft#1 – 5 Year Capital Plan

Overview of Funds

- ▶ General Fund Operations
 - Administration, Fire Department, Public Works (Roads, Parks, Solid Waste), Recreation
- ▶ Water Utility Operations
- ▶ Sewer Utility Operations
- ▶ Capital Fund (General, Water and Sewer)

Budget Considerations and Assumptions

- ▶ Ensure adequate funding for existing services and infrastructure – level of service delivery
- ▶ Considered a status quo budget from an operations perspective with some changes to Recreation
- ▶ **No decision at this stage on property tax rate** – awaiting BCAA property values for 2023.

Current Services Provided to Citizens

- ▶ Road maintenance, repair and snow removal
- ▶ Garbage collection and recycling
- ▶ Fire protection, suppression and rescue
- ▶ Emergency Preparedness
- ▶ Daycare
- ▶ Tourist information Centre and display for museum artifacts
- ▶ Boat launch and parking
- ▶ Helipad
- ▶ Wharves and docks
- ▶ Recreation Centre programming including pool, weight room, gym activities
- ▶ Parks and trails
- ▶ Sidewalks, curbs and gutters
- ▶ Drainage systems
- ▶ Sewer systems
- ▶ Drinking water systems and drainage
- ▶ Property maintenance regulation and bylaw compliance
- ▶ Building inspection

		2022 Actuals - unaudited			Final 2023 Budget		
		Approved	Actual 11	Budget	2023 Final	Change in	F1
		Budget	month-	Variance	Budget	Budget Fav	%
			Unaudited	Fav (Unfav)		(Unfav)	Change
Operating Revenues							
Taxation	Property taxes	823,034	816,311	(6,723)	818,554	(4,480)	-1%
	Grants in lieu of taxes	47,100	82,086	34,986	80,000	32,900	70%
Fees	User fees and charges	121,530	143,621	22,091	148,339	26,809	22%
	Water	193,500	195,496	1,996	193,500	-	0%
	Sewer	197,000	197,580	580	197,000	-	0%
	Environmental Health	155,500	136,287	(19,213)	155,500	-	0%
	Protective Services	4,000	2,206	(1,794)	4,000	-	0%
Other	Interest and penalties on taxes	27,000	22,802	(4,198)	21,250	(5,750)	0%
	Grants and other governments	607,360	948,436	341,076	477,095	(130,265)	-21%
	Investment income	7,000	(12,302)	(19,302)	7,000	-	0%
	Other	-	4,306	4,306	-	-	
	Transfer from reserves	3,500		(3,500)		(3,500)	-100%
Total Operating Revenue		2,186,524	2,536,829	350,305	2,102,238	(84,286)	-4%
Operating Expenditures							
	General Government - Council	38,640	42,424	(3,784)	66,911	(28,271)	-73%
	General Government - Admin	777,343	661,884	115,458	762,172	15,171	2%
	Protective Services	145,555	120,935	24,620	178,588	(33,033)	-23%
	Environmental Health	106,065	51,931	54,135	117,696	(11,631)	-11%
	Public Works Services	280,524	252,600	27,924	315,858	(35,333)	-13%
	Recreation, Cultural & Dev.	264,599	242,692	21,907	288,160	(23,560)	-9%
	Projects	215,500	381,553	(166,053)	101,000	114,500	53%
	Water Services	214,204	187,275	26,929	219,732	(5,528)	-3%
	Sewer Services	186,005	146,215	39,790	187,972	(1,967)	-1%
	Transfer to reserve funds			-		-	
	Amortization	-		-		-	
Total Operating Expenditures		2,228,436	2,087,509	140,927	2,238,088	(9,652)	0%
Net Operating Deficit		(41,912)	449,320	491,232	(135,850)	(93,938)	

Overview of General Government– Council

		2022 Budget		2023 Budget		Variance	<u>Comments</u>			
						Fav/ (Unfav)				
General Government - Council										
Wages		31,000		35,097		(4,097)	\$1,000 Increase*			
Benefits		1,455		18,729		(17,274)	Extended Health and dental			
Travel and Other		6,185		13,085		(6,900)	Increased Conference &			
		38,640		66,911		(28,271)	Travel, printing costs allocation			

Solid Waste Fee for 2023

Curbside collection fee - per home \$95.00

Rate last changed in 2022 \$92.53 and the previous
change was 2017 - previous rate \$80.47

Proposed new rate - per home None

	2022 Budget	2023 Budget	Variance					
Environmental Health			Fav/ (Unfav)					
Solid Waste -Recovery	113,000	113,000	-					
Solid Waste User Fees	42,500	42,500	-					
	155,500	155,500	-					
			-					
Garbage pickup	11,161	23,322	(12,161)		Wages & Benefits have increased			
Landfill operations	74,295	71,383	2,912		Recovered from SRD			
Composting	1,905	2,189	(284)					
Recycling	18,705	20,802	(2,097)					
	106,065	117,696	(11,631)					

Sewer Utility Operating Budget 2023									F1
				2023		2022		2022	
						Actual (11 months)	Budget		
				Budget				Projection	Budget
Revenue									
	Sewer User Fees			197,000		197,580	197,000	197,580	197,000
Total Revenue				197,000		197,580	197,000	197,580	197,000
Expenditures									
	Admin Support			35,000		35,000	35,000	35,000	35,000
	Asset Replacement			36,000		36,000	36,000	36,000	36,000
	Vehicle Costs			1,000		1,000	1,000	1,000	1,000
	Salaries			19,130		14,396	15,485	15,705	15,485
	Payroll Benefits			6,313		2,582	5,220	2,817	5,220
	Insurance			19,500			19,500	19,500	19,500
	Dues & Permits			1,000		400	1,000	400	1,000
	Courses & Seminars					0			
	Freight			500		514	500	600	500
	Contract Services			7,500		6,162	7,200	6,162	7,200
	Utilities			40,000		34,942	40,000	38,118	40,000
	Alarm Monitoring			2,500		2,348	2,000	2,348	2,000
	WW Treatment			4,000		2,996	2,600	2,996	2,600
	Supplies - Other			500		580	500	580	500
	Repair & Maintenance			15,000		9,296	20,000	9,296	20,000
Total Expenditures				187,943		146,215	186,061	170,521	186,061
Operating Surplus / (Deficit)				9,057		51,365	10,939	27,059	10,939
# of users				490					
Current User Fee				\$392					
Current User rate sufficient									

Village of Tahsis									
Water Utility Operating Budget 2023 Presentation									
									F1
				2023		2022			2022
					Actual (11				
				Budget	months)	Budget		Projection	Budget
Revenue									
Water User Fees				194,000		194,696 193,500		194,696	193,500
Other						800		800	
Total Revenue				194,000		195,496 193,500		195,496	193,500
Expenditures									
Admin Support				31,250		\$ 31,350 31,350		\$ 31,350	31,350
Asset Replacement				32,000		\$ 32,000 32,000		\$ 32,000	32,000
Vehicle Costs				2,000		\$ 2,000 2,000		\$ 2,000	2,000
Salaries				47,115		\$ 39,917 61,595		\$ 43,000	61,595
Payroll Benefits				15,267		\$ 7,537 19,660		\$ 8,600	19,660
Insurance				13,300				\$ 13,300	13,300
Dues & Permits				1,500		\$ 1,495 1,500		\$ 1,495	1,500
Courses & Seminars				1,000		\$ 563 1,000		\$ 600	1,000
Travel				1,000		\$ - 500		\$ -	500
Supplies & Freight				3,000		\$ 3,101 500		\$ 3,500	500
Contract Services				17,000		\$ 17,801 1,000		\$ 17,801	1,000
Utilities				25,000		\$ 23,783 25,000		\$ 26,000	25,000
Alarm Monitoring				1,200		\$ 1,199 1,300		\$ 1,199	1,300
Chlorine				8,000		\$ 6,539 5,000		\$ 7,500	5,000
Supplies - Other				1,000		\$ 1,153 6,000		\$ 1,200	6,000
Repair & Maintenance				20,000		\$ 18,838 12,500		\$ 18,838	12,500
Total Expenditures				219,632		187,275 214,204		208,383	214,204
Operating Surplus / (Deficit)				-25,632		8,221 -20,704		-12,887	-20,704
# of users customers				516					
Current User Fee				\$375					
Previous rate				\$346					
Potential \$ increase to balance C/Y utility				\$25					

2023 Proposed Capital Projects

- ▶ Flood Protection & Improvement
- ▶ Firehall Relocation
- ▶ Waste Water Treatment Reconfiguration & Upgrade
- ▶ Community Pier & Dock Project
- ▶ Perry and Tahsis Bridge remediation
- ▶ Hangar Building Repairs
- ▶ Capital Revenue– Sale of Lots

2023–2027 Proposed Capital Plan

Funding Sources:			2023	2024	2025	2026	2027	Total
Capital Grants			1,695,376	3,234,012	6,301,809	2,328,246	0	13,559,442
Fire Hall Reserve			25,000	220,000	0	0	0	220,000
Capital Reserves			15,000	572,000	55,000	55,000	20,000	717,000
Recreation Reserves			0	150,000	0	0	0	150,000
Operations Reserve			100,000	370,000	170,000	0	0	640,000
Long-term Borrowing			26,670	536,120	1,173,430	176,764	0	1,912,984
Total			1,862,046	5,082,132	7,700,239	2,560,009	20,000	17,199,426

Questions?



Minutes

<u>Meeting</u>	Regular Council Meeting		
<u>Date</u>	December 6, 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 Meggan Joseph Councillor Sarah Fowler Councillor Cheryl Northcott Councillor Douglas Elliott		by video
<u>Staff</u>	Mark Tatchell, Chief Administrative Officer Janet StDenis, Corporate Services Manager Lauren, Roth, Finance Assistant		by video by video
<u>Guest</u>	Shaun Koopman, Strathcona Regional District, Protective Services Coordinator		by video
<u>Public</u>	18 Members of the public		18 (6 by video)

A. Call to Order

Mayor Davis called the meeting to order at 7:00 p.m.

Land Acknowledgement

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

Call to Order December 6, 2022

I wish to call this meeting to order by speaking to the issues that have come up at the last two meetings and its implications to order.

For the last four years, meetings including public input have been collegial and have allowed for a free exchange of information and opinions. We have not been following the rules around public input and to a lesser degree, the conduct of Council at meetings. This has only been possible because both Council and the public have managed to operate in largely a civil and respectful manner.

In this new term, this has broken down, with members of the public and Council speaking out of turn which disrupts the conduct of the meeting. This is harmful to the process and acts to suppress the conduct of Council business and deter members of the public from attending, either in person or online. In addition, it creates an unsafe environment for Council to speak freely within the rules. From here on, we will be closely following Robert's Rules of Order and our own bylaws. This means that public input will be limited to those that have signed the speakers sheet before the meeting. The public can speak to issues on the agenda for two minutes or less. Abuse and attempts at intimidation will not be tolerated and will be considered out of order. Verbal information or opinions from the public will be received with thanks, but the mayor is under no obligation to respond. Councillors will not respond in public input unless recognized and authorized by the Mayor as chair of the meeting. In addition, Councillors can not interrupt the Mayor, and indeed each other, when speaking during Council meetings.

Under the bylaws, both the public and council have a right to attend meetings online or by telephone. This is not debatable and is not a reason for criticism. This can occur for reasons of health, such as Covid, which is why these rules were changed across most jurisdictions, including ours. Perception of an unsafe working environment, or Councillors or staff being out of town at the time are also valid reasons. Council or staff are under no obligation to the public to justify virtual attendance and if continuing toxic behaviour continues, we may be seeing more virtual meetings, not less.

Regarding Council conflict of interest, if a Councillor feels that they may be in a conflict, it is up to them to declare it. No other councillor can accuse others of conflict as this is perceived as an intimidation tactic and will be considered out of order.

B. Introduction of Late Items

An amendment to Councillor Fowler's notice of motion under New Business as M1.

C. Approval of the Agenda

Fowler/Northcott: VOT 0405/2022

THAT the Agenda for the December 6, 2022 Regular meeting of Council be adopted as amended.

CARRIED

D. Petitions and Delegations

None.

E. Public Input # 1

A member of the public spoke about "Participatory Democracy".

A member of the public commented on the Tahsis Council's strategic priority of economic vibrancy.

A request return the community dumpsters to back downtown.

A member of the public asked Councillor Fowler about the 2022 UBCM Convention in Whistler, BC.

There were questions about site location for the new Tahsis Firehall

A question was directed to Councillor Northcott regarding the CAO's salary.

F. Adoption of the Minutes**1 Minutes of the Committee of the Whole Meeting held on November 14, 2022**

Fowler/Northcott: VOT 0406/2022

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

CARRIED**2 Minutes of the Committee of the Whole Meeting held on November 15, 2022**

Fowler/Northcott: VOT 0407/2022

THAT the Committee of the Whole Meeting minutes of November 15, 2022 be adopted as presented.

CARRIED**3 Minutes of the Regular Council Meeting held on November 15, 2022.**

Fowler/Northcott: VOT 0408/2022

THAT the Regular Council Meeting minutes of November 15, 2022 be adopted as presented.

CARRIED**4 Minutes of the Committee of the Whole Meeting held on November 28, 2022**

Fowler/Northcott: VOT 0409/2022

THAT the Committee of the Whole Meeting minutes of November 28, 2022 be adopted as presented.

CARRIED

G. Rise and Report

At the November 21, 2022 Closed Committee of the Whole meeting Council

- 1 approved the following 2023 Strategic Priorities:

TAHSIS COUNCIL'S 2023 STRATEGIC PRIORITIES

ECONOMIC VIBRANCY

Develop an Economic Development Strategy (to include partnering with the Mowachaht/ Muchalaht First Nation with an emphasis on aquaculture and community forest)

Dispose of developable Village land parcels, under the Property Management Policy.

INFRASTRUCTURE AND SERVICE

Complete the Tahsis Fire Hall Relocation Project

Bolster energy security to mitigate the impacts of power outages by adding more emergency power sources (e.g. generators) and advocacy

Develop and approve an Asset Management Policy and Plan

Advocate for improved transportation options for residents, including supporting the Strathcona Regional District's West Coast Communities Transportation Study

COMMUNITY WELL-BEING

Develop a food security plan for the community

Advocate for more mental health supports and community safety initiatives

NATURAL ENVIRONMENT

Plan and develop a regional hiking and biking trail network, in consultation and cooperation with the Mowachaht/ Muchalaht First Nation

SENSE OF COMMUNITY

Enhance communication to local residents, focussing on informing new residents about the community and providing all residents and visitors information on emergency preparedness

Dedicate increased funding for bylaw enforcement to focus on nuisance and unsightly properties

- At Council's November 15th Closed meeting, Council approved a Property
- 2** Management Policy regarding Village owned property. The policy is included in this meeting's agenda (G2) and will be posted on the Village website.

- At the December 6th Closed Committee of the Whole meeting Council received and
- 3** accepted a legal opinion which concludes that neither Councillor Fowler nor Councillor Northcott are in a conflict of interest by voting on matters relating to the Fire Hall Relocation Project.

- At the same meeting, Council approved publicly releasing all fire hall reports and
- 4** related documents that had been previously received and considered at closed meetings.

H. Business Arising

- 1 Shaun Koopman, Emergency Coordinator, Strathcona Regional District**
Presentation Re: Alertable

Fowler/Northcott: VOT 0410/2022

THAT this presentation be received.

CARRIED

Shaun Koopman gave a presentation on Alertable, the regional mass notification system. A general overview of the notification system's features and applications were presented.

A question period followed.

J. Council Reports

Mayor Davis

I was sad to hear of the passing of Anne Cameron. I had heard of her through her writings but didn't actually get to know her until we were both elected to Tahsis Village Council from 2008-11. She became a dear friend and we had many animated conversations about politics, Tahsis, First Nations, crows, you name it. She may have been a famous Tahsis citizen but she lived a humble existence in our midst and was always open to visits, coffee and smokes. Her acerbic wit always made for interesting reports to council, to say the least, like her colorful description of the crow wars that were ongoing in the trailer park around that period. Her health suffered during that stressful time on council and I thought she wasn't going to make it, but she continued for another 12 years. During my door knocking campaign in the last election, I spent over an hour chatting with her and catching up on things. In retrospect, I am so glad I did as it was the last time we were to speak together. Rest in Peace Anne, we will miss you.

Councillor Joseph

Good evening,

Thank you for taking the time out of your day to be here and taking interest in the happenings of our community.

Tonight, I thought I would take a moment to let you all know what I have been doing.

The past couple of months seem to have flown by. I have been taking a lot of time to study and educate myself. This includes getting up to speed on current projects, learning how to be a politician. I have spent hours upon hours educating myself on policies, projects and procedures. As all of you know I did not assume this position with eons of experience, but I stood up when we needed it. I am here, I am learning, and I am acting on what I believe is the best interest of the members at large.

I had the opportunity to attend an educational meeting with Frank Leonard. What a great man. He made some especially important points; I very much appreciated his opinion on volunteers and how sometimes it's best to just get out of the way. As we know Tahsis, relies so much on volunteers and their efforts. So just a quick shout out to them. I am so thankful for all of you.

Today I also want to acknowledge Anne Cameron. Anne was an amazing and brave woman full of powerful knowledge and experiences. She was a motivator like no other. I would like to send my heart felt condolences out to her family, friends and loved ones. I will miss her too!

I also want to let those of you whom have taken the time to reach out to me know, I stand for Tahsis, I stand for all those who voted for me and even the others. I hear you.

Thank you,
Meggan

Councillor Fowler

Please see my attached documents

- 1 Nootka sound Watershed society rebrand (input requested)- attachment J1
- 2 NSWS agenda-attachment J2
- 3 NSWS minutes- attachment J3
- 4 Good Food Box, Village veggies poster December 13th, 2022 order deadline. Delivery day is December 21, 2022 - attachment J4
- 5 In BC Investment Strategy Summary

<https://docs.google.com/document/d/1a-RNhZJ7zk6gAmRe5rRutVeXjABd7KAGBY1fDHsHdlc/edit?usp=sharing>

file:///C:/Users/sarah/Downloads/InBC_Investment_Strategy_Summaryvf-web.pdf

I have a amendment to my New Business "M1" on todays agenda.

Notice of motion for AVICC's submissions deadline.

WHEREAS climate change modeling showcases water temperature in salmon streams; and

WHEREAS cold water refugia is a predictor of early survival of juvenile salmonids: and

WHEREAS wild salmon are integral to UNDRIP/DRIPA, food security and BC cultural lifestyle in every community;

BE IT RESOLVED to advocate to prioritize habitat, health, study and understanding of interconnected ecosystem of pacific; and

BE IT FURTHER RESOLVED

THAT AVICC receive, by the resolutions deadline for motions to be accepted, as coastal communities are leading on this study.

Further, I have an interest to share there were 17 households participating in the GFB – Tahsis buyers group that I am expecting to deliver tomorrow when they arrive from Gold river. Also we expect the Speedy Boys to be bringing in 60 Christmas hampers for our community members on December 20. I hope that lots of people turn up at the rec centre that day to act as neighbourhood leaders, helping delivery the last mile on the Knight of Columbus charitable hampers. I am currently accepting donations to cover the freight charges associated with getting 60 perishable food hampers from Campbell River to Tahsis. Looking forward to seeing the community at the CMESS concert on Wednesday December 14, 2022.

Submitted respectfully,

Councillor Fowler

Councillor Northcott (written)

Before I begin, I'd also like to express my sorrow at the passing of Anne Cameron. Tahsis resident, former councillor, and literary powerhouse. My condolences to her family and friends.

On November 25th I attended a councillor orientation session presented by Frank Leonard. I found it very helpful and informative.

There seems to be some confusion over what qualifies as attendance at council meetings, so to clarify;

Per Council Procedure Amendment Bylaw No. 643, 2021:

9(2) Members of Council who are participating in a regular, special or committee meeting conducted electronically in accordance with sections 5(2) and 9(1) are deemed to be present at the meeting.

9(3) Any Council member, including the member chairing the meeting, can participate in a regular, special or committee meeting electronically.

This means that all Council members who attend meetings electronically are considered to be present and should be treated as though they are attending in person.

And while I'm on the subject of policies and procedures, I think it might be useful to reacquaint ourselves with the Tahsis Council Code of Conduct 2019 which is as follows:

Section 3 – Scope of Policy

3.1 The policy applies to all members of Council and the CAO. It is each member's individual responsibility to uphold the letter and the spirit of this Code of Conduct in their dealings with other members, staff and the public.

3.2 Elected officials must conduct themselves in accordance with the law. This Code of Conduct is intended to be developed, interpreted and applied by members in a manner that is consistent with all applicable Federal and Provincial Laws, as well as the bylaws and policies of the local government, the common law and any other legal obligations which apply to members individually or as a collective Council.

Section 4 – Standards of Conduct

Members of Council and the CAO will exhibit the values of:

- * Accountability
- * Impartiality
- * Inclusion
- * Integrity
- * Leadership and Collaboration
- * Respect
- * Transparency

as defined above in fulfilling their duties and obligations as elected officials and staff.

Section 5 – General Conduct

5.1 Council members must adhere to the values, principles and provisions of the Code of Conduct.

5.2 Council members must act lawfully and within the authorities of the Community Charter, the Local Government Act and any other applicable statutes and regulations.

5.3 Council members have an obligation to consider issues and exercise powers, duties and functions in a manner that avoids arbitrary and unreasonable decisions.

5.4 Council members must avoid behavior that could contravene:

- * this policy;
- * the BC Human Rights Code; and
- * Village bylaws and policies, including the Respectful Workplace and Prevention of Harassment, Bullying and Discrimination

5.5 Council members must treat one another, staff and the public with dignity and respect. They must also refrain from behavior that is an abuse of power or otherwise amounts to discrimination, harassment, personal threats, intimidating or demeaning behavior or verbal attacks upon the character, professionalism or motives of others.

5.6 Council members shall not:

- * undermine other members of Council or Council as a whole by making critical, denigrating or derogatory comments about the views, decisions, positions, expressed or approved by Council;
- * engage in physical altercations with any person;
- * defame, libel or slander a member of Council, staff or the public;
- * utter or otherwise make threats of violence aimed at a member of Council, staff or the public; and/or
- * utter or otherwise make racist, sexist or homophobic remarks

5.7 Contraventions of the General Conduct rules, as set out this section, may result in sanctions being imposed by Council.

Section 6 – Conduct of Meetings

6.1 Council members shall prepare themselves for meetings by reading all materials, and during the meeting listen courteously to all discussions and focus on the business at hand. Council members should refrain from interrupting other speakers while not unnaturally constraining dialogue.

6.2 Council members are encouraged to be courageous in bringing forward ideas and in debate while being mindful of the impact of their language on others.

6.3 Council members shall further the public interest by keeping an open mind, acting on the best information and being transparent in decision making.

6.4 Council members shall not engage in:

- * side conversations
- * eye rolling
- * disrespect of the Chair
- * Foul language
- *verbal condemnation of other members of Council

Councillor Elliott

Report not received by Council.

Recess into a closed meeting

Northcott/Fowler: VOT 0410/2022

THAT the Regular Council Meeting Recess.

CARRIED

Northcott: VOT 0411/2022

THAT the meeting be closed to the public in order to consider a matter under section 90 (1) (a) of the Community Charter- personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

time **7:57 p.m.**
on the recording **1:14:40**

Reconvene

Fowler/Northcott: VOT 0412/2022

THAT the Regular Council Meeting reconvene at 8:27 p.m.

CARRIED

THAT Mayor Davis, Councillor Joseph, Councillor Northcott and Councillor Fowler's Reports be received.

K. Bylaws

None.

L. Correspondence

- November 22, 2022 letter from Mervyn Brown to Mayor and Council Re: The**
1 provision of copies for public review of the 10 documents listed in his letter along with clarification of item #10.

- Email to Mayor Davis from Josie Osborne, Minister of Land, Water and Resource**
2 Stewardship Re: Congratulations on re-election and thankyou for meeting at the 2022 UBCM.

- November 16, 2022 email from Katrine Conroy, Minister of Forests to Mayor and**
3 Council Re: Meeting with Village of Tahsis Council at the 119th UBCM Convention in Whistler.

Fowler/Northcott: VOT 0413/2022

THAT these correspondence items be received.

CARRIED

Fowler/Northcott: VOT 0414/2022

THAT correspondence item # 3 be pulled for discussion.

CARRIED

The CAO spoke to this item. Councillor Northcott noted that the incorrect reference to "Village Roads" in paragraph two of the email.

M. New Business

- 1 Councillor Fowler- Notice of Motion Re: AVICC 1st Call for 2023 Resolutions**

WHEREAS climate change modeling showcases water temperature in salmon streams; and

WHEREAS cold water refugia is a predictor of early survival of juvenile salmonids: and

WHEREAS wild salmon are integral to UNDRIP/DRIPA, food security and BC cultural lifestyle in every community;

BE IT RESOLVED to advocate to prioritize habitat, health, study and understanding of interconnected ecosystem of pacific; and

BE IT FURTHER RESOLVED

THAT AVICC receive, by the resolutions deadline for motions to be accepted, as coastal communities are leading on this study.

Northcott/Fowler: VOT 0415/2022

THAT this Notice of Motion be received.

CARRIED

Adjournment

Fowler/Northcott: VOT 0416

THAT the meeting be adjourned at 8:45 p.m.

CARRIED

Certified Correct this

the 3rd day of January, 2023

Chief Administrative Officer



Nootka Sound Watershed Society
PO Box 293
Gold River, BC
V0P 1G0

Request for Quotation

Nootka Sound Watershed Society (NSWS) Brand Refresh

The Nootka Sound Watershed Society (NSWS) is inviting quotations from qualified creative agencies to develop a refreshed tourism brand for the NSWS and demonstrate how it can be effectively communicated by the organization.

The primary goal of this effort is to evolve the NSWS brand to meet the modern day standards for marketing and reflect the importance of the work done by the society. The successful proponent will help identify clear characteristics of societies efforts and clearly communicate these within the refreshed brand.

The brand refresh will consist of a series of supporting deliverables including, but not limited to:

- A new/refreshed logo
- A complete brand style guide

About the NSWS

We are a group of local community members, First Nations representatives, local elected representatives, biologists, industry representatives, commercial fishermen, sport fishermen, educators and stewards with one common goal: to see a healthy revival of salmon stocks to the Nootka Sound and Esperanza Inlet watersheds.

We are governed by a volunteer Board of Directors and have over 200 members from all walks of life. The Board meets monthly to discuss conservation, enhancement, restoration, assessment, stewardship and economic development pertaining to Pacific Salmon in the Nootka Sound and Esperanza Inlet areas.

Mission

To protect, restore and enhance pacific salmonids and their habitat in Nootka Sound, Esperanza Inlet and their contributing watersheds. We aim to achieve this through sustainable, science-based practices.

The Nootka Sound Watershed Society gratefully acknowledges that we live, work and play on the traditional, ancestral, and unceded territories of the Mowachaht/Muchalaht and the Ehattesaht/Chinehkont peoples.



Nootka Sound Watershed Society
PO Box 293
Gold River, BC
V0P 1G0

Collaboration

The NSWS strives to provide an inclusive and respectful community-based forum to effectively address ecological and economic issues surrounding salmon in the Nootka Sound and Esperanza Inlet areas.

Stewardship

By raising funds we want to grow the stewardship capacity of our communities and enable local citizens to make positive change for the well-being of our communities and the environment.

Goals

- 1.
- 2.
- 3.

The accompanying Terms of Reference may be utilized in strictest confidence as reference materials to assist in preparing your quotation.

Administration Process

In order to effectively review the proposals and fairly select a vendor, the following process will be utilized:

- The responses to any questions by the proponents will be communicated to all proponents of this RFP.
- Proposals will be delivered to NSWS no later than 4:00pm on **January 20th, 2023**. Quotations received after this time will not be considered for this project.
- Proponents of this RFP will be advised of the selection of a vendor no later than **January 31st, 2023**.
- A contract for services will be negotiated with the successful vendor immediately following the selection process.

Selection Criteria

The contract for this project will be awarded based on several criteria of which effective use of budget is only one. Following are the criteria that will be considered in relation to the selection of a vendor:

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- Proponent qualifications;
- Ability of the agency to complete this work;
- Proposed price of providing the services required; and
- References

Technical Requirements

The technical requirements of this project are outlined in the Terms of Reference. Proponents will provide detailed information on their ability to successfully complete all requirements outlined in the Terms of Reference.

Additional Information

Proponents may wish to add any other additional information that they believe will provide support for their quotation.

Quotation Requirements

- Proposed approach for accomplishing this project;
- Recommendations for product roadmap (see Scope of Services);
- Qualifications and experience;
- Timelines/schedule including milestones;
- Budget, including costs or fee schedules for project areas identified. If there are areas that the proponent is not able to set firm prices on, this must be clearly noted in the quotation; and
- Proposed payment terms.

Confidentiality

All documents, information and materials belonging to NSWS, which are obtained by the consultant for use in carrying out the project work, will be treated as confidential and will not be used or disclosed to any third parties for any purposes other than for the work to be done by the consultant. All materials, working papers, documents, reports, ideas, concepts, working knowledge, or techniques created or developed in performing the work to be done by the consultant or its employees, jointly by the consultant or its employees and NSWS personnel, shall be the property of the NSWS.

Deadline

Please submit one copy of your proposal, no later than 4:00 pm, January 20th, 2023 via e-mail to:

Kira Marshall, Communications Specialist
nswsinformation@gmail.com

The Nootka Sound Watershed Society gratefully acknowledges that we live, work and play on the traditional, ancestral, and unceded territories of the Mowachaht/Muchalaht and the Ehattesaht/Chinehkint peoples.



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V0P 1G0

Terms Of Reference

Scope of Work

The NSWS wishes to develop a refreshed brand for the society.

Research

The brand refresh must be grounded in a solid understanding of the motivations, interests and values that drive current and future work of the society.

A brand sub committee, representing key stakeholder and community partners, has been formed and will provide guiding input throughout the project.

If additional research is required, please provide this as part of the quote.

Brand Strategy

The provided and acquired research, as well as the further analysis should start from clear direction on future requirements for the brand. This could consist of:

- A clear definition of the brand character, promise and any key messages
- The best approach to communicating the new brand

Visual Identity Requirements

- The agency should plan to design and present three (3) unique creative directions for the NSWS.
- The selected direction should be supported with creative options for an overall 'look and feel' exhibited via mock-ups of ads, promotional items, website, etc. to clearly demonstrate how the brand will be presented
- Brand visual guidelines

Estimated Budget

Proponents should include a detailed proposed budget breakdown for the project deliverables within the scope of services. This project has a project budget of **\$10,000-\$15,000**, which must include all phases, scope deliverables and contingency.

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Timeline

January 20:	RFP submission deadline
January 31:	RFP selection notification
February:	Conduct brand session with NSWS board and members
No later than March 31:	Brand Creative options delivery
April 15:	Final brand creative delivered to NSWS

The Nootka Sound Watershed Society gratefully acknowledges that we live, work and play on the traditional, ancestral, and unceded territories of the Mowachaht/Muchalaht and the Ehattesaht/Chinehkint peoples.

Nootka Sound Watershed Society
Meeting Agenda
Wednesday November 30, 2022

Via Zoom <https://us02web.zoom.us/j/89743716025?pwd=L2VTZ1VtUVRFUm9scnB6Q0s3QWQvUT09>

Welcome and attendance.

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- Review and adopt of the agenda - **Motion to accept:** **2nd:** Paul Kutz
- Review and adopt of the Minutes from Oct 26, 2022, meeting - **Motion to accept** -
2nd:
- Review of action items from Sept 28, 2022

Ongoing Items

Action	Who	Status
Review EcoFish Tool	Paul/Leigh	Ongoing Ecofish will be present in the next meeting to talk about the tool and walk us through the deliverables

- EcoFish Presentation
- Old Business
 - **Stewardship Coordinator Report**
Motion to accept: **2nd:**
 - Communications Specialist Report**
Motion to accept: **2nd:**
 - Fisheries Habitat**

- **Hatchery Update**
 - **Conuma**
 - **Tahsis**
 - **Zeballos**
- **Fisheries Management/Area 25 Roundtable Updates**
- **Pinniped Harvest**
- **BCIT**
Living labs
Brit/Jen
- **Gravel Bar Project**
- **Terms of Reference review**
- **BC SRIF 2021**
Update:
- **Micro Trolling**
- **New BC SRIF submission and AERF submission**
- **Correspondence**
None
- **Financial Report**
Teresa to present the financial report

Motion to accept the financials:

2nd:

- **Next Meeting**
Jan 25, 2022

- **Adjournment**

Motion to adjourn the meeting:

2nd:

AGM to follow

Nootka Sound Watershed Society
Meeting Minutes
Wednesday October 26, 2022

Via Zoom <https://us02web.zoom.us/j/88236701073?pwd=R253RjU3TzZyZUREUDZDVDAyNFRpUT09>

Welcome and attendance.

Lyndy Vroom - Coordinator, Conuma Hatchery Fisheries & Ocean Teresa O'Neill - Secretary, NSW Kent O'Neill - President, NSW Leigh Stalker - A&A Trading Operations Forester Paul Kutz - Western Forest Products Craig Blackie - Board Member Scoot Science Roger Dunlop - MMFN Lands Manager Nikki Pichert - NSW Secretary	Madison Steward - NSW Coordinator Jacob Melville - Community representative for the DFO Sarah Fowler - Councilor, Village of Tahsis Kristen Nygren - Environmental and Regulatory representative for Grieg Seafood Brit Van Ameron - Masters Student BCIT Dani Robertson - Muchalat Tribal Council, Biologist
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- Review and adopt of the agenda - **Motion to accept:** Teresa O'Neill **2nd:** Paul Kutz
- Review and adopt of the Minutes from Sept 28, 2022, meeting - **Motion to accept** - Teresa O'Neill **2nd:** Sarah Fowler
- Review of action items from Sept 28, 2022

Ongoing Items

Action	Who	Status
Contact Ian Douglas regarding Zeballos Hatchery Report	Kent	New Item
Create Draft Document for BCIT Living Lab wish list	Madison	New Item
Review EcoFish Tool	Paul/Leigh	Ongoing Ecofish will be present in the next meeting to talk about the tool and walk us through the deliverables
Terms of Reference Edits	Madison	New Item

- Old Business
 - Stewardship Coordinator Report**
Motion to accept: Craig Blackie **2nd:** Paul Kutz

Madison - Hi everyone. Just one housekeeping item, please keep everything to NSW coordinator email. I had two weeks off in October so not reporting on a whole lot after the July and August break and then my two weeks off in Oct.

I had a meeting with Kent and BCIT regarding a potential partnership with their Living Labs project. We were able to share some of the NSW's past work and assess the logistics for more student research participation in Nootka Sound. Our next step is for the NSW Board of Directors to come up with a list of priority projects that potential BCIT students could take on. Once the BoD is in agreement on these projects, we will begin the process of putting together a draft Memorandum of Understanding between the NSW and BCIT.

The NSW has submitted an application to the BC Provincial Recovery and Resiliency Grant. The Grant is a three year cycle grant which provides operational funding of \$50,000 each year, for three years.

I am in the process of reviewing the potential grant opportunities shared from EcoFish partners and am looking to support a grant application this fall.

- **Communications Specialist Report**

No information from Kira. Will look at this next meeting.

- **BC SRIF Proposal**

Morgan sent an email with the potential outline for the new BC SRIF proposal. It includes further riparian silviculture with Strategic as well as additional work on the tool. A meeting is proposed next week to discuss further.

- **Fisheries Habitat**

Roger - Nothing to report here other than discussion at Ecofish.

- **Hatchery Update**

Lyndy Vroom to present the October hatchery report
(October Conuma Hatchery report provided by Lyndy will be included in a separate document.)

- **Conuma**

- the green egg report is based on historical data
 - we had very different fall conditions this year, tough for nature but also easy to catch our brood stock
 - haven't taken any coho eggs for this year but they are moving into the system now with the rain

Kent - Do we have a ballpark price on the brood year 2021 cost for clipping?

Lyndy - I believe she's keeping it the same, 9 cents or 11 cents. I can confirm that number pretty quick by email.

Paul - What is a green egg inventory?

Lyndy - The eggs and milk mixed together in the bucket. This is the very first inventory count. Then we inventory them again.

- **Tahsis**

Jacob - Roughly 150,000 eggs out of the Leiner, 170,000 out of the Tahsis. They met their targets. Leiner was pretty quick to get them, Tahsis was a bit tougher to get. They had to put a bit more effort into getting their eggs but they are all good now and sitting happy.

- **Zeballos**

We have numbers to report from the Zeballos hatchery. Stacy Varson is doing something else, Ian Douglas is doing that area now.

Kent - I'll follow up with him, he lives on Quadra.

- **Fisheries Management/Area 25 Roundtable Updates**

Kent - Nothing has gone on, December 9th is the first in person meeting in Campbell River. Not much to talk about in terms of harvest until the numbers come out.

- **Pinniped Harvest**

Kent - Is there anything to report, maybe from Roger?

Roger - I asked Nathan to get ahold of Mike McCullough, got him a drone. The count was 42 last year, 41 this year. We haven't reduced the number but they are smaller ones this year. We get a communal license renewed every year, we haven't talked about yet.

- **BCIT**

Brit - Still working on data analysis. Not much to report at this point since the last presentation. Jen told me she couldn't make it tonight.

Roger - She was up here in early Oct. but we didn't manage to meet up with her. We did end up to conjure up a beaver at the head, North wing of the tributary of the Octwanch. It surprised me to look down and see the beaver dam.

- **Gravel Bar Project**

FFSBC Funds

Kent - I asked Ecofish to give me an update on the funding but they couldn't make it happen in time, so I will update everyone on it soon. We still have \$5000-6000 funding

on this, and we need to use those funds before the end of this fiscal year. I contacted Adam and told him we have those funds to use.

- **Terms of Reference review**

Completed – Revisions and editing to be led by Madison

- **BC SRIF**

Update: Please see below for a brief update on SNRCs portion of the BC SRIF project.
(Mario)

"We missed out on our fall plant due to permit delays. We have received our UWR exemption request, but we have not received our Section 52. We are now planning on a spring plant; we will commence the girdling and other site prep in early February and are planning on favorable weather conditions in March to complete the planting and coning. There is some risk to this plan with weather, so we may try to move a portion of the funding to the final year in case we receive a lot of snow like last year."

Kent - There are some risks to this plan regarding weather.

Paul - I've talked with Mario and we put through the 2 billion tree project with Western. That program is \$60,000 -70,000 dollars. We're pushing it, it has to be done by the end of fiscal.

Leigh - I know the department that deals with that is pretty tapped and would be easy to push through.

Kent - I am sure he's pretty gunsy after what happened last year. The challenge is if we don't use those funds over the year they are gone. We still haven't received our last payment for the BCSRIF. We didn't get a Sept. invoice from Ecofish yet, so we can't really submit anything. I think we'll ask for an advance on the funds as there is quite a bit of work to do and I don't want to have any cash flow issues.

- **Micro Trolling**

Training update

Dani - Went out on the 20th. Sarah came also. We had three people from the DFO. One boat caught 19, one caught 15. I'd be happy to train anyone else who wanted to learn.

Kent - We have the XLP. I have registered one of our boats. Where did you guys fish?

Dani - Up near Bodega, Jesse, Nick Bolander, and John Fulton from the DFO came.

Sarah -It was really fun. Nathan was there with his drone. Some got the hook in the head, but they were used for science and it was really great and I felt like I finally arrived in the Nootka Sound.

Kent - Maybe Dani you could keep us posted on when that is happening again. Do you have a schedule?

Dani - No, not yet. But I will keep you posted and let you know.

- **New Business**

- **Review Draft Letter of Support for the NSWS from Joshua Charleson with Coastal Restoration for their Green Crab Project BCSRIF grant application**

Kent - Read draft support letter for the NSWS for the Coastal Restoration Society BCSRIF application from Joshua Charleson.

A few edits were suggested by the group.

Nikki to take a look at and edit.

- **BCIT Living Labs**

Madison to report on the status of Living Labs with BCIT. Establish list of top 3 priorities.

Kent - Possibility of bringing whole classrooms, about 30 students to come and learn and work here. They do want to take a look at our top three priorities.

Madison - It seemed like they want to either have a few long term students, or some full classrooms come. It seems like we need to take a look at what our priorities and short/long term objectives are.

Roger - What students does this encompass? Do they have archeology students? There's this ongoing silviculture stuff, this drought stuff has to be addressed. We have our focus on the gravel bar restoration stuff so maybe they could focus on some seine trials and try some exclusion efforts.

Kent - Some of the things I thought we could look at are filling the simple data gaps that have spaces to fill. Look at the DFO risk assessments and the data gaps.

Madison - Kent has shared the Ecofish tool with BCIT and they can look at the tool and what areas and gaps can be filled. We need to find out what our priorities will be.

Roger - What about prioritizing I think the cold core areas are where we

should focus. Verifying that from another view might be worthwhile. Something forward looking at where we will be heading with climate change would be a good idea.

Roger - I think we should ask and call all our industrial fiends around here to help us along with some of these projects we are working on.

Kent - This is a good segway to the new BCSRIF proposal idea.

Paul to present on it:

Paul - We're brainstorming, working through priorities and trying to leverage opportunities and work that has been done. More silviculture prescription work.

Talked about 2 billion tree project and looked at continuing that kind of project

Leigh - Comment about sediment source survey, from Roger.

Paul - Lots of different ideas floating around. Lots of discussions on what we look at in terms of estuaries and estuary assessment.

Roger - Some of the processes we need to address in the upper Octwanch in terms of steelhead are sediment. I feel concerned we are drifting away. If we get spreading out too far here, we might be too far afield. As a group, and light of climate change, we have to think on what we want to target.

Leigh - Is that group from BCIT a good place to get some targets? I don't really know the scale of what they want to tackle.

Madison - They wanted to know what we wanted. Might be worth bringing one of them with the board into a meeting and take a look at what we have done and what kind of projects we could have.

Leigh - Or just make a massive wish list and put it out there. This is a great place to sit down and make a big collaborative document and rank it in priority placing.

Kent - Ok who will do it?

Roger - Let's just have a session?

Leigh - Can I suggest we contribute in a written format first?

Madison- I'll volunteer to collect email and wishlists and put in in together for a draft document.

Kent - Are talking about the BCIT stuff or the BCSRIF stuff? We only have until mid Nov. for the BCSRIF stuff. What I'm hearing is we're talking about the BCIT content and Morgan at Ecofish is on

the BCSRIF stuff. BCIT is looking at taking some pretty big leaps and taking on some climate change issues.

Leigh - Seems to me like Madison said, what do we want and they will align their programs and students with it.

Sarah - I've heard it done before, maybe in the living labs, is there a way that BCIT encourage any students further to find things that need to be discovered. There's opportunity and no ceiling to it, it's open ended for the students to bring their own minds to it.

Kent - Maybe broader concepts are better? Maybe putting out our main concern is climate change, instead of what has the temperature change been in these 18 streams. This might be a better way to make it more interdisciplinary.

Roger - I'd gladly take it to the Chiefs and it's easy for me to write letters and be supportive.

Madison - I did a quick search and there is a forensic diploma that does include an archeology program at BCIT.

Sarah - Seems to me that would be better supportive to see if there is a relationship and to have a cohesive relationship.

Leigh - Madison maybe you could have a google document that we could all collaborate on and that would save you time?

Paul - What on the screen here, Ecofish and strategic and running away on the train

Kent - One of the things we made clear to Ecofish and strategic is that we want to take the backseat on this. Ok Madison maybe you can meet with im at BCIF and tell them that is the way we want to prioritize our objectives.

Madison - For that special meeting, I can send an email out to the board. Would that be in the day or the evening?

Roger - I can do the day and host a lunch or meeting out of it.

Kent - One of the other things they listed is that they want to build capacity in the community they are working with and I don't really know what they mean by that.

- **New BC SRIF submission and AERF submission**

Leigh - There some things that fit that one. AERF had more specific mention of monitoring and surveying.

Roger - It's the baby of the Coast Restoration Fund so it should be a little

easier.

Leigh - We were going to meet again. It closes the 28th of November.

Kent - The ball is in their court and they will tell us when they want us to meet with them.

Paul - Yes, that should be next week.

Roger - The nation in concert with the kelp forest people have some innovative parts application. Their project scope is setting up food processing stuff, working on the water well issue, and some help harvesting.

Kent - Is Ecofish setting that date for the meeting next week or should we prompt them?

Paul - They are setting it, but we could prompt them early next week.

- **EcoFish presentation at the Nov 30th meeting**

Kent - To finish their obligation for their deliverable. They will walk us through this in our next meeting.

- **Correspondence**

None

- **Financial Report**

Teresa to present the financial report

Motion to accept the financials: Roger Dunlop

2nd: Sarah Fowler

- **Next Meeting**

Nov 30, 2022

AGM at the end of the meeting

AGM advertised Oct 26th

- **Adjournment**

Meeting adjourned at 8:36 pm.

Motion to adjourn the meeting: Paul Kutz

2nd: Sarah Fowler

Good food box
Sign up for now- December 13
village veggies arrive Dec 21
\$20 subsidized box /\$30 regular
farmeveryfoot@gmail.com 250-202-8416 Sarah

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: December 13, 2022

Re: Review of Travel and Expense Policy #2002 (2016)

PURPOSE OF REPORT:

As per Council resolution 0388/2022, this report provides Council with travel allowance information from other local governments and the provincial government for use in considering adjustments to the Village of Tahsis Travel and Expense Policy #2002.

OPTIONS/ALTERNATIVES

1. Repeal Travel and Expense Policy #2002 and replace with a new policy which includes the following:
 - i. paved road rate \$.61/km;
 - ii. gravel road rate \$.73/km
 - iii. meal per diem rate to \$100/day, (\$20/breakfast, \$30/lunch and \$50/dinner)
 - iv. Accommodation expenses based on B.C. government business travel accommodation listing unless exception approved by supervisor prior to travel.
 - v. Village corporate card must be used to pay for all business travel.
 - vi. Review the policy in 2026.
2. Do not adjust the rates.
3. Any other option that Council deems appropriate.

BACKGROUND:

The Village of Tahsis Travel and Expense Policy #2002 was adopted in 2016 and has not been amended since. The policy is attached as Schedule "A". The B.C. provincial government travel allowance policy (set by Treasury Board in April 2022) is attached as Schedule "B".

SURVEY RESULTS:

Amongst local governments, only regional districts report mileage and per diem rates to the provincial government. The following is based on the self-reported data:

Organization	Paved Road per KM Rate
Alberni-Clayoquot RD	.55
B.C. Government	.57
Comox Valley RD	.61
Kitimat-Stikine RD	.57
Nanaimo RD	.61
Mt. Waddington RD	.61
qathet RD	.59
Squamish-Lillooet RD	.59
Strathcona RD	.61
Sunshine Coast RD	.54
Village of Tahsis	.54

Organization	Gravel Road per KM rate
Alberni-Clayoquot RD	.75
Central Coast RD	.55
Kitimat-Stikine RD	.75
Nanaimo RD	.61
North Coast RD	.58
Mt. Waddington RD	.75
Squamish-Lillooet RD	.92
Strathcona RD	.73
Sunshine Coast RD	.54
Village of Tahsis	.66

Organization	Meal Full Day Per Diem Rate
B.C. Government	See attached
Central Coast RD	\$100
Comox Valley RD	\$75
Nanaimo RD	\$75
Mt. Waddington	\$95.95
qathet RD	\$100
Strathcona RD	\$125
Village of Tahsis	\$100 (Lower Mainland and Victoria) \$85 (rest of BC)

Organization	Daily Allowance for Out of Pocket Expenses
Alberni-Clayoquot RD	\$20
Mt. Waddington RD	\$17.30
North Coast	\$10
qathet RD	\$20
Strathcona RD	\$15
Village of Tahsis	N/A

POLICY/LEGISLATIVE REQUIREMENTS:

1. *Community Charter, SBC 2003, Ch. 26*

FINANCIAL IMPLICATIONS:

It is difficult to accurately forecast the overall financial implications. Staff can provide Council with this information in the variance reporting during the fiscal year. Mileage expense would increase by 12% (13% for paved and 10.6% for gravel).

STRATEGIC PRIORITY:

N/A

RECOMMENDATION:

Option 1

Respectfully submitted:



Mark Tatchell, CAO

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:

DATE	TO	FROM	KM'S	RATE	AMOUNT	ACCOUNTING CODE
				\$.54 /km on pavement		
				\$.66/km on gravel		

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

OTHER EXPENSES (other than per diem) (attach receipt please)

DATE	DETAILS	AMOUNT	ACCOUNTING CODE

*I certify that the items shown above are
a true and accurate statement of expenses*

TOTAL EXPENSE \$ _____
Claimed

*Councillor or Employee Signature*_____
*Approved by CAO*_____
*Date*_____
Date

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 an 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 #2002) - \$.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 or 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 TRAVEL AND EXPENSE POLICY

POLICY 2002 **Travel and Expenses**

INITIATED: January 20, 2003

REVISED: February 1, 2016

PREAMBLE

1. In consideration to budget restraints, and to determine where the political voice of Tahsis can have the most impact, the list below is a guide to be used by Council and all staff members.
2. This Policy also replaces Resolution 121/2000 for the purpose of Council Travel and expenses only. Resolution 121/2000, as amended, will remain as the reference for Council remuneration.
3. Councillors and senior staff may attend other conferences and seminars they consider appropriate - with confirmation from the Treasurer that funding is available in the budget.
 - This policy is conditional that travel on Village business be reported at open meetings of Council.
 - As Council discusses and approves an annual budget, including amounts allocated for travel and training, and as a conference attendance guide is provided in item #4 below, additional approval from Council to attend conference or seminars is not required.
4. Council and senior exempt staff attendance at conferences is guided as follows;
 - (a) **UBCM** – At least two members of Council, the Regional District Rep (who is paid for by RD) and the CAO – or three members of council if the CAO does not attend (members not running for re-election in the year of UBCM should not go – except the Mayor)
 - (b) **AVICC - Local Government Conferences** - All members of Council may attend
 - (c) **SRD - Regional District** – Regional District Meetings, including budget and committee meetings as required (paid for by the RD) – appointed Councillors are expected to attend these meetings.
 - (d) **FCM - Federation of Canadian Municipalities** – The Mayor (and SRD Representative if not the mayor)
 - (e) **LGMA - Local Government Management Association** – The CAO may attend the Chapter/Annual, and the CAO Forum
 - (f) **GFA - Government Finance Officers Association** - The Treasurer and one staff may attend the GFOA seminars and VADIM user meetings.
 - (g) **CEO - Chief Executive Officer Conference** – The Mayor may attend, or her deputy as assigned.
 - (h) **SPOUSES/PARTNERS** – Are not budgeted to attend Conferences.
 - (i) **MINISTER'S MEETINGS** - In order to present proposals to Ministers directly, appointments should be made for a delegation of Council to meet in Victoria at the Ministers' offices, as per Council's instructions.
 - (j) **STAFF MEMBERS** - may attend conferences or seminars with approval of the CAO, as budget permits.
 - (k) **EXPENSES** - will be paid as per Schedule A, attached.

APPENDIX 1 - Travel Allowances

Note: This Appendix provides key reimbursement amounts.

1. Meal/Per Diem Allowances

- (1) Meal/per diem reimbursement when traveling on the Employer's business will be in accordance with Treasury Board Orders and Directives at the following rates:

Effective April 1, 2022									
Employee Group	Full Day \$	Half Day \$	Breakfast Only \$	Lunch Only \$	Dinner Only \$	B&L Only \$	L&D Only \$	B&D Only \$	Incidental Only \$
I	55.12	N/A	13.26	15.34	26.52	28.60	41.86	39.78	N/A
II	49.00	N/A	22.00	22.00	28.50	30.00	36.50	36.50	14.00
III	51.50	25.75	22.75	22.75	30.50	33.25	41.00	41.00	12.25

- (2) Unless otherwise provided for in this appendix, the reimbursement rates for Groups II and III cover meal and other out-of-pocket travel expenses.
- (3) Where travel is for a partial day, only meals that are applicable to that portion of the day spent on travel status are claimed.
- (4) Where a meal is provided without charge or is paid for from public funds, no claim for that meal can be made.
- (5) The meal/per diem allowances cover expenses arising from absences away from headquarters or geographic location over a meal period(s).
- (6) Meal expenses incurred within headquarters or geographic location due to job responsibilities, will be reimbursed as follows:

Group I and Group II	Group III
at the meal rate(s) specified in 1(1) for Group I, above	for all actual meal expenses incurred

2. Private Vehicle

- (1) Where a private vehicle is used on the Employer's business, reimbursement shall be:
- Effective April 1, 2022** \$0.57 per km
- (2) The distance allowance does not apply when using leased, rental or government vehicles.
- (3) Actual transportation toll charges may also be claimed.

3. Acceptable Parking Charges

When a private, Government, or leased/rental vehicle is used for the Employer's business, receipted parking charges will be reimbursed.

4. Vehicle Damage Reimbursement

- (1) Where an employee/appointee's private vehicle is damaged while in use on the Employer's business as specified above, the Employer shall reimburse the lesser of actual vehicle damage repair cost or the employee's vehicle insurance deductible to a maximum of \$661.44 per occurrence, for:

- a) damage caused to the vehicle by wards or clients of the Province; and/or
 - b) damage caused to the vehicle by vandalism that results from employment; and/or
 - c) damage as a result of an accident while on the Employer's business.
- (2) This section will not apply where a court holds that the employee/appointee or driver of the vehicle is guilty of willful, wanton or gross negligence.
- (3) This section does not apply to the Professional Employees' Association (PEA) (see PEA Collective Agreement for specific entitlement) or to Nurses.

5. Commercial Transportation Charges

- (1) Where transportation other than a private vehicle is required, reimbursement will be in accordance with Treasury Board Orders and Directives.
- (2) Where transportation by commercial carrier(s) has been designated as the mode of travel by the Employer and the employee/appointee requests to use his/her private motor vehicle instead and the Employer allows such use, reimbursement will be based on the lesser of the distance allowance for his/her private motor vehicle plus transportation toll charges, if any, for the trip or the designated commercial carrier(s) cost for the trip. No meal, accommodation, travel time or any other expense(s) will be reimbursed beyond the transportation costs that would have occurred had the employee/appointee taken the designated commercial transportation.
- (3) Where personal and business travel are combined, reimbursement is to be based upon the lesser of actual transportation expenses or the most economical transportation expenses that would have been incurred had personal travel not taken place. Per diem allowances and other expenses will not be reimbursed beyond the costs that would have been incurred had personal travel not taken place.

6. Accommodation

- (1) Reimbursement of accommodation expenses will be in accordance with Treasury Board Orders and Directives.
- (2) Where private lodging is used in lieu of commercial accommodation, reimbursement of \$34.93 maximum per day may be claimed.

7. Miscellaneous Out-of-Pocket Expenses

Reimbursement will be made for the following out-of-pocket expenses incurred while on travel status:

	Group I	Group II & Group III
1) Telephone Calls	Where overnight accommodation is required, upon production of receipts, one five minute telephone call to the employee's home in British Columbia may be claimed for each night away.	Included in per diem
2) Portage	\$0.50 maximum upon arrival at commercial accommodation and \$0.50 maximum upon departure.	Included in per diem
3) Dry Cleaning/ Laundry	Dry cleaning/laundry services may be claimed every seven consecutive days away from headquarters or geographic location.	Included in per diem

8. Meal/Per Diem Expenses When Traveling to the United States

- (1) For travel to and from the United States, the meal and per diem rates specified in section 1(1) will be in U.S. currency. Deduction(s) for partial day travel or for meals provided at public expense will be in accordance with section 1(3) and 1(4).

9. Meal/Per Diem Expenses When Traveling to Foreign Locations

- (1.) For travel to and from all other foreign locations, the meal rates (for Group I) and total per diem rates (for Group II and Group III) shall be calculated as follows from the "Meal Total" rates published by the federal Foreign Affairs and International Trade's monthly Schedules to Foreign Service Directives and Meal Rates, which can be located at: https://www.njc-cnm.gc.ca/directive/app_d.php?lang=eng%22%20/I%20%22s140-tc-tm (Appendix D). See Subsection 2, following the table below, for rates for partial days, or for situations where one or more meals are provided at public expense.

	Group I meals	Group II (per diem)	Group III (per diem)
Full day meal rate	100% of the federal "meal total" rate		
Per diem rate	N/A (See Section 7 above – Out of Pocket Expenses)	120% of the "meal total" rate	130% of the "meal total" rate

- (2) Where foreign travel is for a partial day and/or meals are provided at public expense, the individual meal rates as published in the Foreign Service directive are to be deducted for those meal(s) not required. When the individual meal rates are not published, the following percentages of the full day "meal total" rates (rounded to the nearest dollar) are to be deducted from the full day/per diem rate calculated in subsection (2) above.

	Group I	Group II	Group III
Breakfast	25%	20%	20%
Lunch	25%	20%	20%
Dinner	50%	35%	35%

10. Other Foreign Travel Expenses

- (1) All other foreign travel expenses, including foreign currency exchange, will be reimbursed in accordance with Treasury Board Orders and Directives.
- (2) Reimbursement may also be claimed for reasonable expenses incurred which relate directly to foreign travel:
- car rental insurance;
 - Visa(s) and
 - passport(s);
 - inoculation(s);
 - travelers' cheques;
 - bottled water;
 - preventive medication, i.e. malaria tablets, etc.;
 - premiums for additional medical insurance to provide coverage equivalent to that available under the Medical Services Plan in B.C.;
 - additional dry cleaning/laundry costs;
 - additional baggage insurance;
 - reasonable travel gratuities;

11 Local Travel Expenses at Foreign Locations

- (1) This section applies to the employees/appointees who are posted from B.C. to a foreign office or who are hired locally at a foreign office and whose job responsibilities require them to travel away from their foreign office on the Employer's business.
- (2) Meal/per diem allowances will be reimbursed in accordance with section 8 and are subject to deduction for meals not required as per section 8.
- (3) Where a private vehicle is used in accordance with Treasury Board Orders and Directives, reimbursement will be at the distance rate specified by External Affairs Canada for that location.
- (4) Parking and transportation toll charges will be reimbursed.
- (5) Where commercial transportation is required, the actual travel costs will be reimbursed in accordance with Treasury Board Orders and Directives.
- (6) Actual commercial accommodation costs will be reimbursed up to the maximum amount established by External Affairs Canada for that location.
- (7) Private accommodation will be reimbursed at 25% of the maximum accommodation level established by External Affairs Canada for that location.
- (8) Actual reasonable miscellaneous expenses such as dry cleaning, personal telephone calls home, etc. will be reimbursed for Group I employees/appointees.

12 Meal Allowances for Dependents on Relocation

Where a Group I, II or III employee/appointee incurs meal expense(s) for his/her spouse and or dependent(s) during relocation, the expense(s) will be reimbursed as follows:

- (1) Dependents 12 years of age and under may claim one-half of the Group I meal allowances;
- (2) Spouse and dependents over 12 years of age may claim the full Group I meal allowances.

13 Extraordinary Loss

Where an employee/appointee on the Employer's business incurs a loss of or damage to personal property which is pertinent to the performance of his/her duties, that is not otherwise covered by government policy or insurance, the Employer may reimburse the lesser of the loss, or the repair or the deductible portion of the employee/appointee's insurance policy, up to a maximum of \$500.

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Director of Finance

Date: December 20, 2022

Re: Long-term borrowing for upcoming Capital Projects & Loan Authorization Bylaw Procedures

PURPOSE OF REPORT:

To inform Council of the Loan Authorization Bylaw procedures for the Firehall Relocation Project.

OPTIONS/ALTERNATIVES

1. Give first three Readings of the attached Loan Authorizations Bylaws 652 (draft) and, if given, consider the two Electoral assent processes.
2. Any other option that Council deems appropriate.

BACKGROUND:

The Village of Tahsis has applied to the Canada Community - Building Fund in British Columbia for the Tahsis Firehall Relocation Project. The application was submitted on June 29, 2022. The amount of the grant totals \$1,892,675 with the Village contribution of \$140,000. Council has also approved proceeding with the process of borrowing \$2,032,675 to fund the Firehall Relocation (Elder/Fowler VOT 0284/2022) to ensure a revenue source for this project if the grant application is unsuccessful.

Council approved and committed to the above projects at the September 6, 2022 Regular Council Meeting. The Village will require financing from the Municipal Finance Authority to fund these capital projects. Loan Authorization Bylaw 652 (draft) is attached for Council's consideration.

Loan Authorization Bylaw Procedures

Council will decide whether to give the first three readings to the loan authorization bylaw. If the bylaw receives three readings it must be sent to the Provincial Government for the Inspector of Municipalities approval. Once the Province approves, the Village can initiate one of the two options for an approval process with the electors: The Alternative Approval process or Referendum.

Alternate Approval: The alternative approval process is way for Council to "test the waters" to see if there is support for the loan authorization bylaw. Under this process, if 10 percent or

more of the eligible electors in the area to which the process relates submit elector response forms, the local government may not proceed with the bylaw. In this circumstance, Council could proceed under the referendum process to obtain the necessary assent of the electors. If fewer than 10 percent of the eligible electors submit elector response forms, then the bylaw is deemed to have met the electors assent requirement under the Community Charter.

Or

Referendum: Assent voting allows electors to vote on whether a proposal should move forward or not. Assent of the electors is obtained if a majority of the votes counted are in favour of the bylaw.

If the electors assent to borrowing, then Council will consider final adoption of the bylaw. A Temporary Borrowing bylaw can then be adopted and once the projects are complete, the Temporary Borrowing will be converted to long term debt.

POLICY/LEGISLATIVE REQUIREMENTS:

1. *Municipalities frequently borrow from the Municipal Finance Authority for major capital replacements allowed by Section 179 of Community Charter.*
2. *Electoral approval is required to borrow longer than 5 years, Section 180 of the Community Charter*

FINANCIAL IMPLICATIONS:

The Village may need an advancement of funds in the short-term to manage the cash flow requirements of the Projects. Therefore, temporary borrowing may be necessary to meet current lawful expenditures and obligations once contracts are signed and expenses begin to occur, which is anticipated sometime in 2023.

Staff is proposing that we obtain borrowing authority by using a Revenue Anticipation Bylaw and covert to long term debt (Loan Authorization Bylaw) upon completion of the projects.

Cost of Borrowing: Current short-term rates are at 4.14% and long-term rate are 4.38%. Loan proceeds are equivalent to 99% of the gross request, and 1% is withheld by the MFA, as security against loan default. The 1% is held in trust by the MFA in its Debt Reserve Fund and will be refunded, with interest, at loan expiry. Therefore, borrowing amounts have been rounded up to account for the 1% holdback by the MFA.

Using the long-term rate, the estimated annual long term debt payments are as follows:

Fire hall borrowing at \$140,000: \$6,570 interest + \$2,788 in principle= \$9,358

Fire Hall borrowing at \$2,050,000: \$71,340 interest +\$38,105 in principle =109,445

The maximum debenture term is 30 years and should match the useful life of the asset.

STRATEGIC PRIORITY:

This grant meets with Council's priority to repair and replace infrastructure, seeking grant funding whenever possible.

RECOMMENDATION:

Option #1

Respectfully submitted:

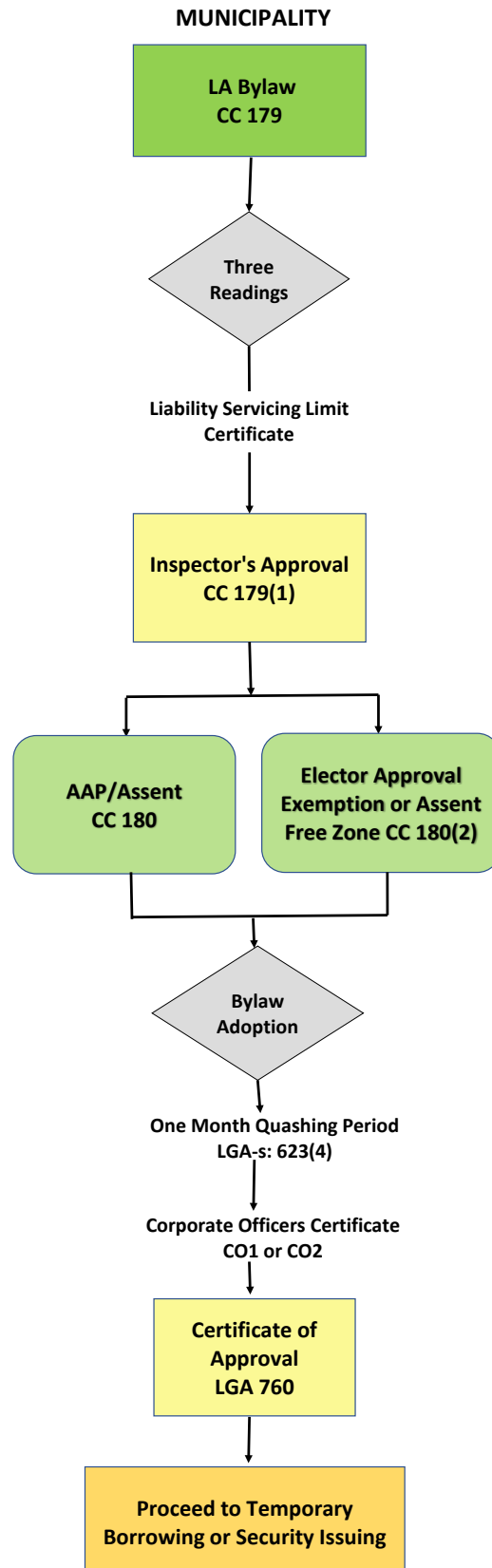
A handwritten signature in dark ink, appearing to read 'Adia Mavrikos', is written over a light blue rectangular background.

Adia Mavrikos, CPA, CA
Director of Finance

Attached: Loan Authorization Bylaw No. 652, 2023 (draft)

Loan Authorization Bylaw Procedures

K1





VILLAGE OF TAHSIS
Loan Authorization Bylaw No. 652, 2023

A bylaw to authorize the borrowing of the estimated cost of the Tahsis Firehall Relocation Project.

WHEREAS it is deemed desirable and expedient to the Tahsis Firehall Relocation Project;

AND WHEREAS the estimated cost of the Tahsis Firehall Relocation Project including expenses incidental thereto is the sum of Two Million and Fifty Thousand Dollars (\$2,050,000), of which the sum of Two Million and Fifty Thousand Dollars (\$2,050,000) is the amount of debt intended to be borrowed by this bylaw;

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

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out, the Tahsis Firehall Relocation Project as generally described in the report TAHSIS FIREHALL RELOCATION PROJECT FACT SHEET and as shown in plans filed in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Municipality a sum not exceeding Two Million and Fifty Thousand Dollars (\$2,050,000).
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the Tahsis Firehall Relocation Project.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 30 years.
3. This bylaw may be cited as "Loan Authorization Bylaw # 652".

READ A FIRST TIME this 3rd day of January 2023.

READ A SECOND TIME this 3rd day of January 2023

READ A THIRD TIME this 3rd day of January 2023.

.

RECEIVED the approval of the Inspector of Municipalities this day day of month, year.

RECEIVED the approval of the electors this day day of month, year.

RECONSIDERED and FINALLY PASSED and ADOPTED this day day of month, year.

Mayor

Corporate Administrator

Certified a true copy of Bylaw # 652 as adopted.

Corporate Administrator

From: Derrick Kasper <
 Sent: December 2, 2022 7:04 PM
 To: Reception Account <Reception@villageoftahsis.com>
 Subject: Questions.

Hello everyone, I'm asking the following questions with the upmost respect and understanding of how hard it is to do your job. I know that the mayor, counsel members and the CAO always do their best . I truly think they have the towns best interests in mind when making all these tough decisions.

I'm only try to figure out the truth from the rumors . I thought to myself,who would be more perfect to ask than the people put in charge by the people of Tahsis .

I'm no lawyer or expert on these subjects that's for sure . I can only go on what I can research and read about .

1.)The village is considering borrowing \$5 million dollars . On the Provinces web site for rules on municipalities borrowing money, it states that if a municipality borrows any money on behalf of the taxpayers and can't pay it back within five years,there has to be a public referendum on the said amount of money .

Will we be paying back to 5 million within five years?

If not, how did we get around not having a public referendum ?

2.) I understand that we need a home for our firefighters . Being honest,I feel building a multi million firehall is not the right thing to do. Worse yet we would be borrow the money to build it . I also believe that two of the counselors are in conflict of interest for voting on the construction of a new firehall, as they both have spouses that are members of the fire department .Both are on the Village payroll . Again, I'm only going on the limited research I can do . It would be impossible for these two counselors not to be influenced by their spouses . At least the perception is there that they would be . What's the harm in having a referendum on the subject ? You might be surprised and it gets overwhelming support .

3.) I'd like to know why our fire department is not Interior Operations trained ? I feel this makes the TVFD ineffective . We need a fire department that will go in and put the fire out INSIDE our homes . Saving our personal possessions and priceless heirlooms .

Also how could they save the life of an elder, child or a trapped person if they can't enter the house ? I'd be interested to know what house insurance company's would think if they knew we are a Exterior Operations only fire department ? I think that members of the public would be surprised to know that nobody's coming through the door to put the fire out in their house . Why are you considering spending millions on a building when the fire department members are not trained properly ?

My last question is about the gravel fill being dumped in the valley near the recent flood protection project . This is gravel from the local pit just outside town . Why can't local people have access to that gravel the same way the village administration does ? If it's the village offices gravel then it's the people of Tahsis's gravel too . Why the double standard?

Also we've been told that if we need/want fill on a property in Tahsis it has to be properly processed gravel . Is the gravel at the liener Gravel Pit good enough to build on ? If not why are we paying for it to be dumped on property we own ?

I know this is a lot, please take your time with a response . I'm only seeking the truth at the same time trying to dispel the misinformation.

Thank you for your time,

Derrick Kasper

Public Request for Speed Bumps on Alpine View

Dear Mayor and Council,

DEC - 5 2022

As Members of the public we would like to submit this written request for public safety.

Alpine View is a School & Playground zone. As the Tahsis youth population is on the climb, Alpine View is always very busy with children bike riding & playing on almost every given day, whether school is in session or not.

Vehicles are constantly observed speeding up and down Alpine View Road, sometimes at rates of speed that are over double the posted speed limit. Over the years, several pets have already been run over by vehicles, and we feel it is only a matter of time until a child is injured or killed.

Print Name	Address	Date	Signature
Carlene Calder	63 Brabant Cres	Nov 8 22	Carlene Calder
T. PARACY	374 ALPINE VIEW	Nov - 8 22	T. Paracy
Sierra Jannise	4 Edith Rd	Nov - 8 / 22	Sierra Jannise
Debbie Egers	332 ALPINE	Nov - 8 / 22	Debbie Egers
Allison Stiglitz	#82 Brabant crest	Nov 8 / 22	Allison Stiglitz
Autumn Wenzel	268 ALPINE VIEW	Nov 8 / 22	Autumn Wenzel
Ryan Moore	268 ALPINE VIEW	Nov 8 / 22	Ryan Moore
Miko Mhr	608 CARDINO	Nov 8 / 22	Miko Mhr
Virginia Mardian	608 CARDINO	Nov 8 / 22	Virginia Mardian
Milena L.	248 ALPINE Rd	Nov 9 / 22	Milena L.
Josephine Miladinovic	* 14 Rugged Htn Rd	Nov 9 / 22	Josephine Miladinovic
Brigitte Belsis	248 ALPINE VIEW	Nov 9 / 22	Brigitte Belsis
Tamara Cochran	564 ALPINE VIEW	Nov 9 / 22	Tamara Cochran
Jim Baron	MACQUINNA	NOV - 8 2022	Jim Baron
Valerie Eldridge	66 BRABANT	NOV 8 2022	Valerie Eldridge
Harmony Nielsen	461 ALPINE VIEW	NOV 1 2022	Harmony Nielsen
Broff Makala	564 ALPINE VIE	Nov 9 - 22	Broff Makala

**Please consider making this small change to protect our youth and make
Alpine View Road a safe place for all!**

To:
Subject: FW: North Island Timber Supply Review- Public Discussion Paper

From: Estlin, Murray FOR:EX <Murray.Estlin@gov.bc.ca>
Sent: December 6, 2022 8:52 AM
To: Reception Account <Reception@villageoftahsis.com>
Subject: North Island Timber Supply Review- Public Discussion Paper

Good Morning.

Please find attached a letter concerning the Public Discussion Paper (PDP) for the North Island Timber Supply Area (TSA) Timber Supply Review (TSR). We are inviting you to review and provide comments on the Timber Supply Analysis PDP between December 6th and February 20th.

Thank you.



Murray Estlin, R.P.F.

Stewardship Forester

Email: Murray.Estlin@gov.bc.ca Office: 250-956-5038
North Island – Central Coast Resource District
Ministry of Forests

I acknowledge, with gratitude and respect, that I live and work within the territories of the Kwakwaka'wakw Peoples.



James Carroll, R.P.F.

Stewardship Forester

Email: James.Carroll@gov.bc.ca Office: 236-274-2060
Campbell River Resource District
Ministry of Forests

I gratefully acknowledge that I live and work on the territories of the Kwakwaka'wakw, Nuuchahnulth and Coast Salish Peoples

File or Reference: 12820-20/048 - Public Review

December 6, 2022

Re: NORTH ISLAND TSA TSR – PUBLIC DISCUSSION PAPER REVIEW AND COMMENT

To Whom It May Concern:

In July 2020, you received notification that a Timber Supply Review (TSR) on the North Island Timber Supply Area (TSA) was being initiated. First Nations, forest licensees, and the public were invited to review and provide comments on the Data Package (DP) between July 15 and September 28, 2020. We are now inviting you to review and provide comments on the Timber Supply Analysis Public Discussion Paper (PDP) **between December 6, 2022 and February 20, 2023.**

The North Island TSA, located on the northern half of Vancouver Island, was created in January 2017 when the *Great Bear Rainforest (Forest Management) Act* and regulations came into effect. Under the regulations, this new TSA was created from the Vancouver Island portions of the former Kingcome and Strathcona TSAs. The TSA land base area affected by this AAC decision is approximately 714,726 hectares (522,557 forested hectares) and it is administered by the Campbell River Natural Resource District (DCR) office in Campbell River, and the North Island-Central Coast Natural Resource District (DNI) office in Port McNeill.

The DP provided a general description of the TSA, a brief history of the TSA, and a draft of the data and management assumptions that are being applied in timber supply analysis.

The timber supply review is now moving into completion of its second main component, the timber supply analysis, summarized in the PDP. The PDP provides a general description of the TSA, harvest forecasts and alternative timber flows. It provides the province's chief forester with information required to determine the allowable annual cut (AAC) — the maximum volume of timber to be harvested from the TSA each year — for the next 10 years.

The DP and PDP, along with links to additional information on both the North Island TSA and the TSR process can be found at the following website: [North Island TSA](#)

The PDP may also be reviewed (by appointment only) between 8:30am and 4:30pm at the following Ministry of Forests (FOR) Districts, below. Please note that meetings to review the data package may be held via phone or video conferencing, depending on how the covid-19 restrictions develop in terms of allowing members of the public in district offices:

- Campbell River, 370 South Dogwood Street, Campbell River, Ph (250) 286-9300
- North Island – Central Coast, 2217 Mine Road, Port McNeill, Ph (250) 956-5000

Please email or mail your written comments to:

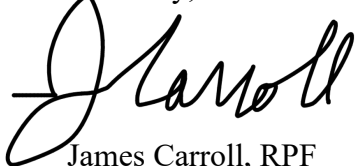
James Carroll, Stewardship Forester
370 South Dogwood Street
Campbell River, BC V9W 6Y7
Email: James.Carroll@gov.bc.ca

Murray Estlin, Stewardship Forester
P.O. Box 7000
Port McNeill, BC V0N 2R0
Email: Murray.Estlin@gov.bc.ca

Please provide comments prior to February 20 2023. The chief forester will consider public input, and other information required under the Forest Act when a new AAC is determined.

Thank you again for your interest in the North Island TSA TSR.

Sincerely,



James Carroll, RPF
Stewardship Forester, FOR - DCR



Murray Estlin, RPF
Stewardship Forester, FOR - DNI

Attachment(s): Overview Map of the North Island TSA

pc: Erin Moore, Timber Supply/Geomatics Forester, Forest Analysis and Inventory Branch

Subject: FW: Renew your FCM membership today

From: FCM Membership <membership@fcm.ca>
Sent: Monday, December 12, 2022 11:24 AM
To: Mark Tatchell <MTatchell@villaeoftahsis.com>
Subject: Renew your FCM membership today

[View email in browser](#)



December 12, 2022



Renew your FCM membership today

Dear Mark Tatchell:

In the aftermath of a global pandemic, local leadership and collective action have never been more important. As the national voice of local governments, the **Federation of Canadian Municipalities** has been instrumental in supporting cities and communities across the country to secure the help they need to grow their economies and improve the quality of life of their residents.

More than 2,100 municipalities—representing 92% of Canadians—including the **Village of Tahsis** know that only FCM has that level of influence in Ottawa. We are securing crucial federal investments—resulting in more shovel-ready projects, more jobs and more opportunities in cities and towns across Canada.

Not only are we *stronger* together, we also *go further*.

To ensure municipal priorities are front and centre, we need to speak in a strong united voice. Now is the time to renew your FCM membership.

As mentioned in a recent email, FCM is now delivering membership invoices directly through your FCM portal. [Click here to view and download your invoice for 2023-2024.](#)

An FCM membership is a valuable investment in your community—one that offers tangible results and [exclusive benefits](#).

FCM wants to make sure British Columbia local governments' unique priorities are heard at the federal level. Together, we can continue to make sure BC municipalities thrive and prosper.

As frontline governments, municipalities are often the first to deal with the real-life challenges of global events. FCM understands that. By working together, we can go further and continue to empower local leaders with new tools to build safer, more resilient and inclusive communities.

Sincerely,

-Your FCM team

PS: To learn more on how becoming an FCM member makes your community stronger, visit fcm.ca/membership.



24 Clarence Street
Ottawa, Ontario K1N 5P3

T. 613-241-5221 | F. 613-241-7440

fcm.ca

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24 rue Clarence Street | Ottawa, ON K1N 5P3 CA

This email was sent to mtatchell@villageoftahsis.com.

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FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Membership Invoice 2023-2024 Facture d'adhésion

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613-241-5221
F. 613-241-7440

Mark Tatchell

Village of Tahsis

PO Box 219 977 South Maquinna Drive

Tahsis, BC, V0P 1X0

Attn: Chief Administrative Officer

INVOICE / FACTURE: INV-34733-K2P5B3

DATE: 11/30/2022

ACCOUNT / COMPTE: 32384

DUE DATE / DATE LIMITE: 04/01/2023

ITEM / DESCRIPTION	QTY / QTE	RATE / TAUX	SUB-TOTAL / SOUS-TOTAL	GST / TPS	TOTAL
Base fee per your population/ Taux de base selon votre population	1	\$140.00	\$140.00	\$7.00	\$147.00
Per capita dues calculated per your population/Frais de cotisation calculés selon votre population	393	\$0.2112	\$83.00	\$4.15	\$87.15
TOTAL			\$223.00	\$11.15	\$234.15

PAID AMOUNT / MONTANT PAYÉ: \$0.00

BALANCE DUE / MONTANT DÛ: \$234.15

PAYMENT / PAIEMENT

Cheque payable to / Chèque à l'ordre de
Federation of Canadian Municipalities
Fédération canadienne des municipalités

Electronic Funds Transfer / Transfert électronique de fonds

Royal Bank of Canada (RBC)
90 Sparks St, Ottawa, ON K1P 5T7
Transit Number/Numéro de transit: 00006

**Your FCM membership helps empower local leaders with
new tools to support their communities and drive
Canada's growth.
Learn more at <https://fcm.ca/membership>.**

New / Nouveau

Account Number / Numéro de compte: 1113307

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca

From:
Sent: December 16, 2022 9:35 AM
To:
Subject: FW: aquaculture Update from DFO - Net Pen Transition Plan Engagement FOLLOW UP Session- January 16, 2023

From: AVICC <avicc@ubcm.ca>
Sent: December 15, 2022 1:48 PM
To: AVICC <avicc@ubcm.ca>
Cc: dfo.pacaquacultureengagement-engagement delaquaculturepac.mpo@dfo-mpo.gc.ca
 <dfo.pacaquacultureengagement-engagementdelaquaculturepac.mpo@dfo-mpo.gc.ca>
Subject: Aquaculture Update from DFO - Net Pen Transition Plan Engagement FOLLOW UP Session- January 16, 2023

Please forward to elected officials, the CAO and Corporate Officer:

The Department of Fisheries and Oceans would like to thank those that attended the virtual Transition Plan engagement session on November 25th. Further details about the background on this session can be found in the invite that was sent out for that session (below).

There was a lot of active discussion at the November meeting, and DFO appreciated the feedback on elements of a Net Pen Transition Plan. They have indicated that some points that were brought forward included:

- The importance of third-party monitoring for DFO to improve trust and transparency
- Communication to be in plain language
- Having all levels of government involved in the transition
- Discussion around funding needed for sewage treatment, power and housing for the aquaculture workforce
- The desire for a Center of expertise for aquaculture innovation that meets on a regular basis.

During the meeting, attendees expressed a desire to hold another session in January, and the DFO has organized another virtual meeting for **January 16th from 9:00am-12:00pm**. They are looking forward to another session and to hear your recommendations on a Plan. The Department of Fisheries and Oceans is requesting that the Mayor or Chair of each interested local government, or their designate, attend this session.

To register, please RSVP directly to DFO.PACAquacultureEngagement-EngagementdelaquaculturePAC.MPO@dfo-mpo.gc.ca and indicate that you would like to confirm your attendance at the January 16, 2023 local government session.

Association of Vancouver Island and Coastal Communities
 604-270-8226 ext 221

avicc@ubcm.ca

www.avicc.ca



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From: AVICC <avicc@ubcm.ca>

Date: Monday, November 7, 2022 at 4:44 PM

To: AVICC <avicc@ubcm.ca>

Subject: Aquaculture Update from DFO - Net Pen Transition Plan Engagement Session- November 25, 2022

Please forward to elected officials, the CAO and Corporate Officer:

The Minister of Fisheries and Oceans was mandated to work with the Province of British Columbia and Indigenous communities on a responsible plan to transition from open-net pen salmon farming in coastal British Columbia. As part of the first phase of engagement, a Discussion Framework document was released on July 30 to guide discussions and provide background on the initiative: <https://www.pac.dfo-mpo.gc.ca/consultation/aquaculture/bc-transition-cb/cadre-discussion-framework-eng.html>

Virtual engagement sessions were held with First Nations and stakeholders throughout the summer and explored the various themes of the Framework. A virtual workshop session for local governments was held on September 1st, 2022 to review the draft Framework and discuss questions within the document.

The project is currently in the next phase of engagement which will gather input from various constituencies of interest to develop recommendations for the plan. The plan is scheduled to be finalized for late spring 2023.

A virtual engagement session to review the draft framework and to engage with local governments on the development of a Net Pen Transition Plan for salmon aquaculture in B.C. will be held on **Friday, November 25, 2022 from 9:00 a.m. to 12:00 p.m.** The main topics to be discussed with local governments include collaborative governance, policy and regulation, and licensing. Socio-economic themes will be woven in all of those topics. The Department of Fisheries and Oceans is requesting that the Mayor or Chair of each local government, or their designate, attend this session.

To register for the November 25th session, email DFO.PACAquacultureEngagement-EngagementdelaquaculturePAC.MPO@dfo-mpo.gc.ca and indicate that you would like to attend the local government session on November 25th.

From:
To: FW: Congratulations
Subject: December 15, 2022 11:57:32 AM
Date:

From: Vancouver Island <vancouverisland@bchydro.com>
Sent: Wednesday, December 14, 2022 3:57 PM
To: Mayor Davis <Mayor@villageoftahsis.com>
Cc: Mark Tatchell <MTatchell@villageoftahsis.com>; Olynyk, Ted <Ted.Olynyk@bchydro.com>;
Louwers, Karla <karla.louwers@bchydro.com>
Subject: Congratulations

Dear Mayor Davis and Council:

Congratulations to you and all members of the Village of Tahsis Council on your recent election.

BC Hydro looks forward to working with Tahsis' new council and building relationships with all members. We hope that if you have questions regarding BC Hydro issues, such as vegetation management, reliability, or construction, you and your council never hesitate to reach out to Karla Louwers or myself for any assistance.

Again, congratulations to you and your council and thank you for your decision to serve your community.

Sincerely,
Ted Olynyk

Ted Olynyk | Manager, Community Relations
Vancouver Island - Sunshine Coast

BC Hydro
PO Box 1500, 400 Madsen Rd
Nanaimo, BC V9R 5M3

P 250 755 7180
M 250 618 6267
E ted.olynyk@bchydro.com

bchydro.com

Smart about power in all we do.

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NOV 30 2022

NOV 23 2022

Ref: 271090

Their Worship Mayor Pat Corbett-Labatt
and Members of Council
District of Port Hardy
PO Box 68
Port Hardy BC V0N 2P0

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

Dear Mayor Corbett-Labatt, Mayor Davis, and Councillors:

Congratulations to you and your councils in the recent general local elections. I look forward to meeting you in the near future. This letter is to thank the District of Port Hardy and Village of Tahsis delegations for meeting with me in person during the Union of BC Municipalities (UBCM) Convention. I was very interested in the issues brought forward, and how you linked the importance of public libraries in the community with initiatives that support poverty reduction in your communities.

Public libraries make British Columbians' lives better, delivering innovative public services and equitable access to information. They are community hubs, offering welcoming, inclusive spaces that strengthening communities' resilience. Libraries play an important role in ensuring people have access to good information that helps us stay informed and engaged.

I appreciate your bringing to my attention the importance of provincial funding for public libraries. Since 2020, the Province of British Columbia has made two targeted investments in public libraries: \$3 million for technology and digital access and another \$8 million to support COVID-19 relief and recovery. I encourage you to continue sharing how regular and targeted provincial funding and programs make a difference to the people in your community.

.../2

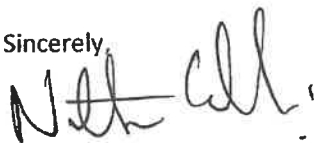
Their Worship Mayor Pat Corbett-Labatt
and Members of Council
Their Worship Mayor Martin Davis
and Members of Council
Page 2

Understanding the contribution of annual and one-time funds to service delivery in your community, and what could be possible with different funding arrangements (such as apportionment), helps me to communicate the value and needs of the library services provincially. Your linkage of hours of operation, access to internet and regular programming, making public libraries places for the community to gather and organizations that act to reduce poverty and build community, is exactly the sort of impact that needs to be shared.

Ministry staff are always willing to discuss specific issues with libraries and local governments. If you have questions regarding public library funding or programs, please contact Mari Martin, Director, Public Libraries Branch, by telephone at 250 886-2584, or by email at Mari.Martin@gov.bc.ca.

Thank you again to the delegations for taking the time to meet with me and I look forward to working with you and your councils.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nathan Cullen', written over a horizontal line.

Nathan Cullen
Minister

pc: Mari Martin, Director, Public Libraries Branch, Local Government Division
Marijke Edmondson, Strategic Advisor, Local Government Division

December 9, 2022

Mayor Martin Davis and Council
Village of Tahsis
Box 219
Tahsis, BC V0P 1X0

Mayor Martin Davis and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: SECOND COMMUNITY WORKS FUND
PAYMENT FOR 2022/2023**

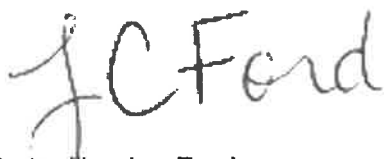
I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2022/2023. An electronic transfer of \$34,397.48 is expected to occur in December. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see Section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund (Gas Tax Fund) can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Jen Ford
UBCM President

✓PC: Adia Mavrikos, Director of Finance

From:
Sent: December 21, 2022 4:51 PM
To: Janet St. Denis
Subject: FW: Head Bay FSR - A Year in Review

From: Cousens, Ashley TRAN:EX <Ashley.Cousens@gov.bc.ca>
Sent: Friday, December 16, 2022 5:21 PM
To: Mark Tatchell <MTatchell@villageoftahsis.com>; Mayor Davis <Mayor@villageoftahsis.com>; Douglas Elliott <DElliott@villageoftahsis.com>; Sarah Fowler <SFowler@villageoftahsis.com>; Meggan Joseph <MJoseph@villageoftahsis.com>; Cheryl Northcott <CNorthcott@villageoftahsis.com>
Cc: Truant, Kellen TRAN:EX <Kellen.Truant@gov.bc.ca>
Subject: Head Bay FSR - A Year in Review

Good Afternoon,

I hope you are all getting a chance to enjoy the holiday season and that everyone has fared okay during the recent storm events. As discussed during our meeting in July this year I wanted to provide an update of our annual Contractor Assessment Program and also provide some updates on Head Bay FSR for both completed and future planned works. As we did go over this in detail in July I thought to start us off I would do an annual summary for 2022. Moving forward I will endeavor to provide seasonal updates (twice per year) at the end of our Winter and Summer seasons in April and October.

This year I personally made 11 monitoring trips on Head Bay FSR, with our North Island Area Manager completing two on my behalf during my absences. Our Bridge Area Manager also completed three monitoring trips to inspect the bridge structures along Head Bay FSR. These combined inspections resulted in 20 formal monitoring records (accounting for 10% of our Service Areas contractual obligation) along with the annual bridge inspection reports for each structure. Any areas noting deficiencies were communicated to Mainroad for immediate follow up. One formal audit was completed focusing on the extensive ditching work done in July/August. For additional context three more audits were completed along Highway 28 focusing on structure maintenance (bridges), short response time maintenance activities, and emergency response. Overall the contractor was determined to have met the contractual obligations with a few minor areas to improve upon moving forward.

Looking at the years total, I personally did not achieve the normal number of inspection trips that I endeavor to make each year (an average of one every 3 weeks). From January to March I was redirected to document collection for the Freedom of Information search and during the graded aggregate seal project we had a Ministry Representative onsite every day who was also able to report on overall road conditions. Next year I will work to get back to my normal monitoring interval and once again increase monitoring during the notoriously wet fall and spring months when we see the road surface condition suffer as a result.

Looking back at completed works on Head Bay FSR, there were a lot of great improvements made this year both to surface condition and drainage infrastructure. In 2022, 12 culverts were replaced on Head Bay FSR and 12.5km of graded aggregate seal were completed. This also encompassed the paving of some notoriously potholed bridge approaches which should act to increase the safety of all traffic approaching these bridges. We also completed over 30 shoulder kilometers of ditching to improve drainage and connect areas where the new culverts were installed. Between the drainage upgrades and the hard surfacing this should take care of the

problem areas along the lakes and inlets between kilometers 10-20 that were brought up during our July Meeting. All together these works totaled just shy of \$4 million dollars in road improvements made this year.

Moving forward we have made some positive progress with Ministry of Forests and Western Forest Products to have some additional work done on the road as part of WFP and MoF's road use agreement. We are currently working together to identify areas that could benefit from roadside tree removal to improve sightlines, help decrease blow downs during storms, or daylight the road to improve surface conditions. This work should be commencing in the new year with schedules being determined by contractor availability and weather conditions. The Ministry of Transportation and the Ministry of Forests have also been meeting to discuss long term plans for Head Bay FSR and how we can work together to coordinate our efforts on capital projects. Though I am unable to provide details at this time it is encouraging to know that our plans align.

My final update is regarding the road closure process for Head Bay FSR. As discussed in July, Mainroad will be providing road closure signage and equipment to be stored on the Tahsis end of Head Bay FSR so that in the event of a road closure the travelling public can be warned before leaving town. Mainroad has received the road closure signage and equipment this week, and are currently assembling the kits for distribution. Mainroad will be coordinating delivery to their Gold River Yard as soon as the kits are complete with delivery to Tahsis being coordinated shortly after. I will be following this initiative closely until this commitment has been fulfilled as I know we are all looking forward to having this important equipment available and in place.

I do hope that this summary helps to answer any questions you may have had regarding the years road maintenance. I think we all agree that the FOI process, although effective, is onerous for both sides and I think we have come to a better agreement on how to share information and improve our communication moving forward. As this is the first installment of these updates please let me know if there are any key areas of interest that I may have missed or anything you wish to discuss moving forward. I would also be interested in knowing any key areas council and/or residents have been noticing that I can focus on this year as your eyes are on the road far more than mine.

Wishing you all a Happy Holiday Season and I will see you in the New Year for our joint meeting which we will be reaching out to coordinate.

Sincerely,

Ashley Cousens

Area Manager

Ministry of Transportation and Infrastructure

Vancouver Island District, Courtenay Area Office

(250) 331-8180

Ashley.Cousens@gov.bc.ca





Government
of Canada

Gouvernement
du Canada

Handwritten signature

M1

Grants and Contributions Online Services **Online Version - For Review Purposes** **Only – Must be Submitted Online**

Organization Identification

Organization Identification

Legal Name

Village of Tahsis

Operating (Common) Name (if different from legal name)

Village of Tahsis

Business or Registration Number

108180365RP0002

Organization Type

Municipal Governments and Agencies

Year Established

1970

E-mail Address

reception@villageoftahsis.com

Telephone Number

250-934-6344

Organization Address

977 South Maquinna

PO Box 219

Tahsis, British Columbia V0P1X0

Organization's Mandate

The purposes of a municipality include: providing for good government of its community, providing for services, laws and other matters for community benefit, providing for stewardship of the public assets of its community, and fostering the economic, social and environmental well-being of its community.

Signatories

How many signatures are required to submit an Application for Funding to ESDC (Employment and Social Development Canada)?: 1

Program Selection

Program Group

Youth

Program

Youth - Canada Summer Jobs

Project Title

2023 Tourist and Information/Heritage Centre

Number of Full-Time Employees Working in Canadian Locations of your Organization

13

Privacy Notice Statement

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Mailing Address

Please select the mailing address for this application. All correspondence will be sent to this address, including any payments.

977 South Maquinna
PO Box 219
Tahsis, British Columbia V0P1X0

Organization Contacts

Mark Tatchell

Given Name

Mark

Surname

Tatchell

Position Title

Chief Administrative Officer

Contact Type

Primary Contact

Preferred language of communication - Written

English

Preferred language of communication - Spoken

English

Address Line 1

977 South Maquinna

Address Line 2

PO Box 219

City or Town

Tahsis

Province or Territory

British Columbia

Postal Code

V0P1X0

Telephone Number

250-934-6344

Fax Number

E-mail Address

mtatchell@villageoftahsis.com

Amanda Knibbs

Given Name

Amanda

Surname

Knibbs

Position Title

IT Coordinator

Contact Type

Employee Representative

Preferred language of communication - Written

English

Preferred language of communication - Spoken

English

Address Line 1

977 South Maquinna

Address Line 2

PO Box 219

City or Town

Tahsis

Province or Territory

British Columbia

Postal Code

V0P1X0

Telephone Number

250-934-6344

Fax Number

E-mail Address

aknibbs@villageoftahsis.com

Janet St.Denis

Given Name

Janet

Surname

St.Denis

Position Title

Corporate Officer

Contact Type

Employee Representative

Preferred language of communication - Written

English

Preferred language of communication - Spoken

English

Address Line 1

977 South Maquinna

Address Line 2

PO Box 219

City or Town

Tahsis

Province or Territory

British Columbia

Postal Code

V0P1X0

Telephone Number

250-934-6344

Fax Number**E-mail Address**

Amounts Due

Project Locations

Location Details

Main Location

Yes

Will the address of the location of the proposed activities be different from the mailing address?

Different (include below)

Explain why the location of the proposed activities will be different from the mailing address

The Main activities for these positions will be held at the Information/Heritage Centre

Address Line 1

107 Rugged Mountain Rd

Address Line 2

Box 219

City or Town

Tahsis

Province or Territory

British Columbia

Postal Code

V0P 1X0

Job Description

Job Details

Job Title

attendant, tourist information office

Tasks and Responsibilities

Daily operation of the Tourist Information Centre; event planning, including Canada Day and Tahsis Days celebrations; developing and delivering social media marketing plan promoting local amenities and services; sharing and publicizing Tahsis and Nootka Sound history and culture, including the history and culture of Mowachaht/Muchalaht First Nations, and natural environment; handling inquiries in person , mail, email and telephone; staying well informed on regional activities and events; assisting visitors with communication, accommodation, activity planning and way finding needs; following municipal policies and procedures as well as complying with occupational health and safety standards as set by the municipality and Worksafe BC.

What skills will the participant develop during this placement?

- Client service
- Teamwork
- Communication
- Digital skills
- Leadership

Language required for job

English

Supervisor job title

Supervisor

Identify the type of your supervision plan

Combination

Frequency

Daily

How much experience does the supervisor have in a supervisory role?

More than two years

Type of feedback to be provided to youth

Informal (Unscheduled, Verbal)

Supervisor will provide

- Job-Specific Training

- Work Instructions and Tasks
- Evaluation of Work

Mentor job title

Manager

Type of mentoring plan

Team

Frequency

Weekly

Does the mentor have previous experience in a mentorship role?

More than two years

Mentor-mentee relationship

Formal (Regular meetings, goals established)

Mentor will provide

- Support for Skills Development
- Access to learning materials

Preferred level of Education of the Participant

No preference (including non students, recent graduate, etc.)

Will this job provide a career-related work experience for the youth?

Yes

Does your organization intend to retain the youth as an employee following the end of the Canada Summer Jobs agreement?

Yes

Does this job support a national priority?

Yes

If yes, indicate which national priority(ies)

- Youth with disabilities
- Black and other racialized youth
- Indigenous youth

Does this job support one or more of your Member of Parliament's local priorities?

Yes

If yes, indicate one or more local priorities supported by the job. If your application demonstrates that it meets more than one local priority, you will be awarded additional points.

Support for a specific type of project: Projects taking place in a rural or remote area Support for projects that offer programs and/or support to specific target groups: Indigenous youth Support for a specific type of project: Projects supporting local and regional tourism development

Number of participants requested for this job title

2

Anticipated start date

June 18, 2023

Number of weeks requested for each participant

10

Number of hours per week requested for each participant

40

Hourly wage rate to be paid to each participant

\$16.20

Hourly wage rate requested

\$16.20

Project Details

Identify the health and safety practices you have implemented.

- Workplace Hazardous Materials Information Systems (WHMIS)
- Listing Workplace Hazards
- Demonstrating Workplace Safety
- Providing Necessary Certifications
- Providing Job-Specific Safety Training
- Conducting Regular Safety Checks
- Providing Safety Equipment
- Emergency Preparedness and Response Plan

Identify the policies and practices you have implemented to provide a work environment free of harassment and discrimination.

- Hiring Policies / Practices
 - Discrimination Policies / Practices
 - Harassment Policies / Practices
 - Conflict Resolution Policies / Practices
 - Employee and/or Management Training
 - Accessibility and Accommodation Policies / Practices
 - Employment Equity Policies / Practices
 - Privacy Policies / Practices
-

Describe your organization's activities

Municipalities such as the Village of Tahsis, have specifically defined responsibilities that have been delegated by the province of British Columbia (B. C.) and which are established under the Community Charter. These responsibilities include: - Municipal services - including water supply and management, solid waste pickup and transfer, maintenance of municipal roads and fire protection, - Public Places - including recreation centers, and parks, - Protection of natural environment - including watercourses and areas subject to environmental risks such as flooding and steep slopes, - Community well-being and safety, and - Land use regulation. Given the specifically defined authority and powers granted to municipalities, they must work collaboratively with other levels of government, including federal and provincial governments, regional districts, school districts and First Nations to achieve desired outcomes that are beyond their direct responsibility, but yet impact the health, welfare and safety of its residents

Are the proposed activities directed at members of an Official Language Minority Community?

No

Will you require an advance payment to pay the youth should your application be approved?

No

Have you applied or will you apply for other sources of funding for the job requested?

No

Articles of Agreement

Canada Summer Jobs Articles of Agreement

Canada Summer Jobs Articles of Agreement 

Screen Identifier: CSJ-Summary-PrintSummary

Version: 4.6.0



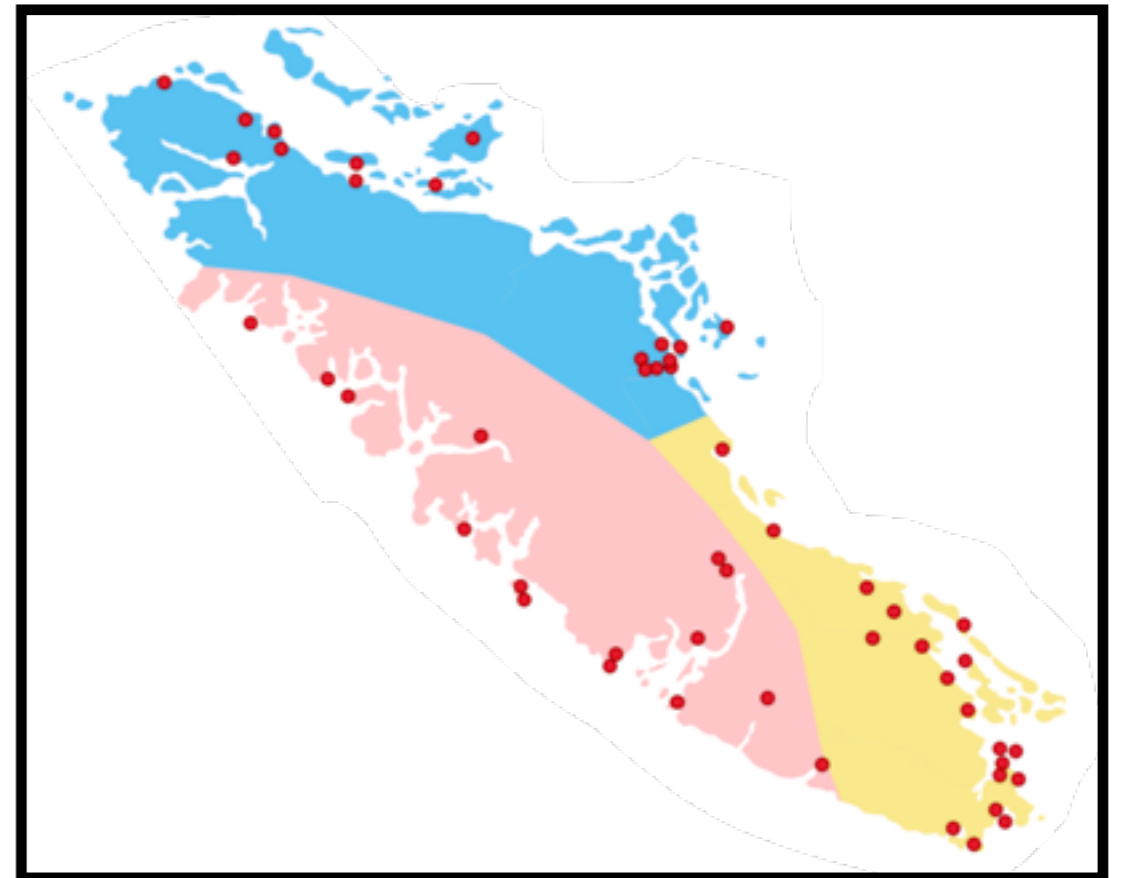
Strathcona Community
Food Hub

2022 Members Meeting

Welcome and Land Acknowledgment

Of the 50 First Nations and Treaty Nations with traditional territories on Vancouver Island, 22 of them are within our service area, in the Strathcona region.

We recognize and respect the vast knowledge held by Indigenous people in regards to the land and its many resources.

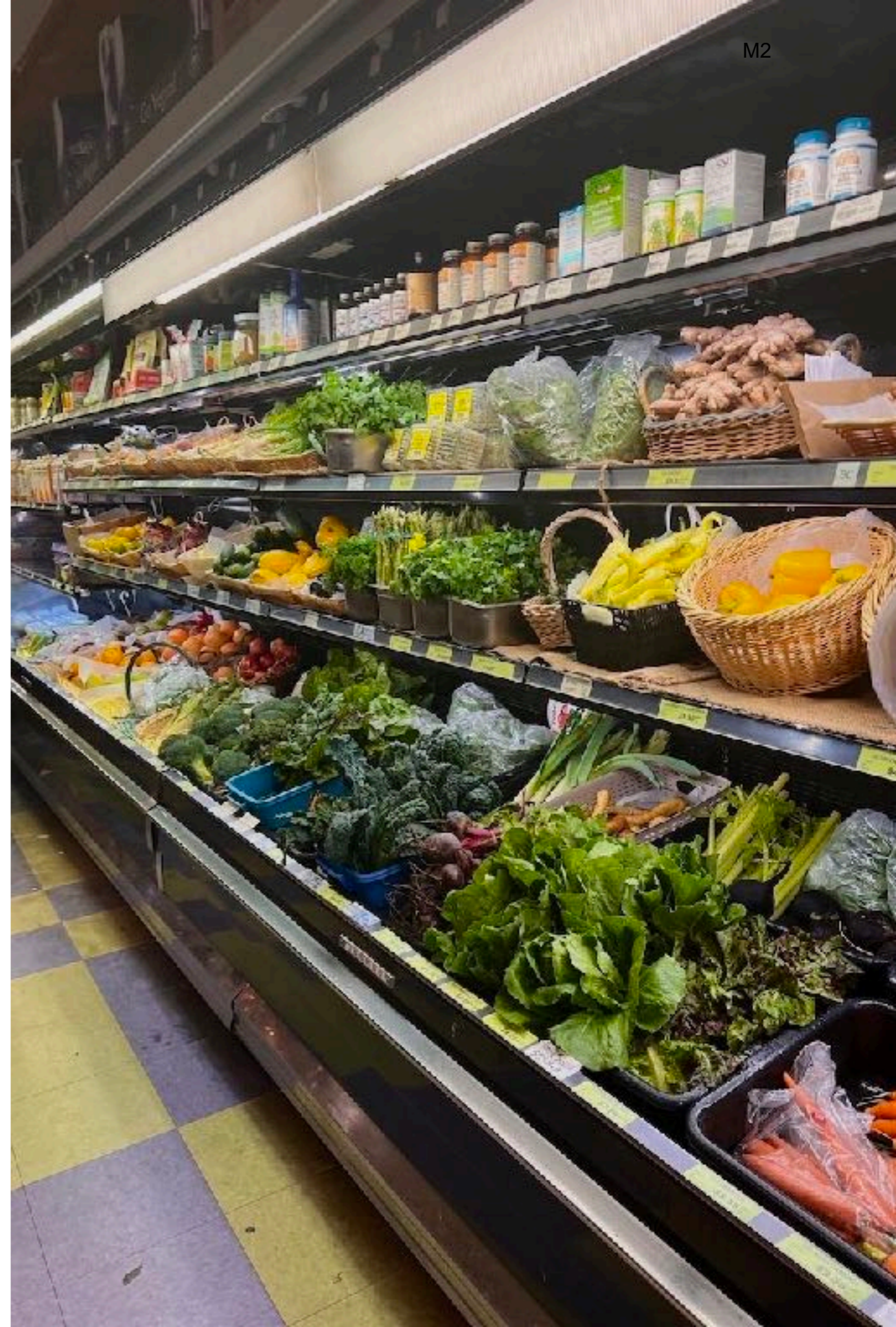


Terms of Reference

“The Strathcona Community Food Hub fosters collaboration to support the availability of and access to nutritious, sustainable food in a culturally appropriate and equitable manner through coordination of education, policy development and priority food security projects for all communities in the Strathcona region.”



Strathcona Community
FOOD HUB





Strathcona Community Food Hub

2021-2022 Timeline



**United Way
Business
Case 2021
Approved**

**Community
Food Table
Meetings
begin**

**Food
Infrastructure
Grant support
for the Gold
River Food
Network
\$20,000**

**Indigenous
Priorities Grant
support for the
Tsaxana
Community
Garden
\$50,000**

**Funding
support for the
Ehattesaht
Butchering
Station
\$9,000**

**United Way
Business
Case 2022
Approved**

**CRCF Grant
support for
Greenways
Community
Gardens
\$5,000**

**UBCM Grant
support for
emergency
Food in
Campbell River
\$175,000**

**December
2022
Members
Meeting**

**May 2021
First
Meeting**

**Coordinator
Hired**

**Canada Food
Banks Grant
to support
Hama?elas
Kitchen
\$30,000**

**Cortes
Island Food
Storage
project
funding
\$9,000**

**Loaves and
Fishes
deliveries
commence
for Sayward**

**Culture
Night at
Hama?elas
Community
Kitchen**

**Strathcona
Collective
Article 'No
Pineapples
in
December'**

**Peer
Program
funding for
CR Food
Bank**

**Greenways x
Lush Valley
Good Food
Box Press
Release**

Hama?elas Community Kitchen

- Over 25,000 meals served to the unhoused population in Campbell River
- Over 10,000 lbs. of rescued food transferred to Hama?elas
- Up to 5 peers and 8 volunteers engaged per night
- Programming currently funded until July 2023



Greenways Land Trust

- Monthly meetings bringing together folks invested in local food, named the Strathcona Local Food Network
- Over 1700 Good Food Box's distributed across the Strathcona Region, bringing quality nutrients to rural and remote communities.
- Maintains 64 garden plots held by community members in Campbell River
- Received \$5000 from the Campbell River Community Foundation for community garden restoration



GOLD RIVER

- **Gold River Food Network** operates Food Bank at the Jack Christensen Community Centre on weekly basis. Supported by St Vincent de Paul and Loaves and Fishes
- Received \$20,000 through the United Way Food Infrastructure Grant to support refrigeration for additional proteins
- **Gold River Community Garden** approved by Village leadership in 2021, led by local paramedic, Lisa Poitras
- **Greenways Land Trust** delivers Good Food Box orders to Gold River residents bi-weekly.



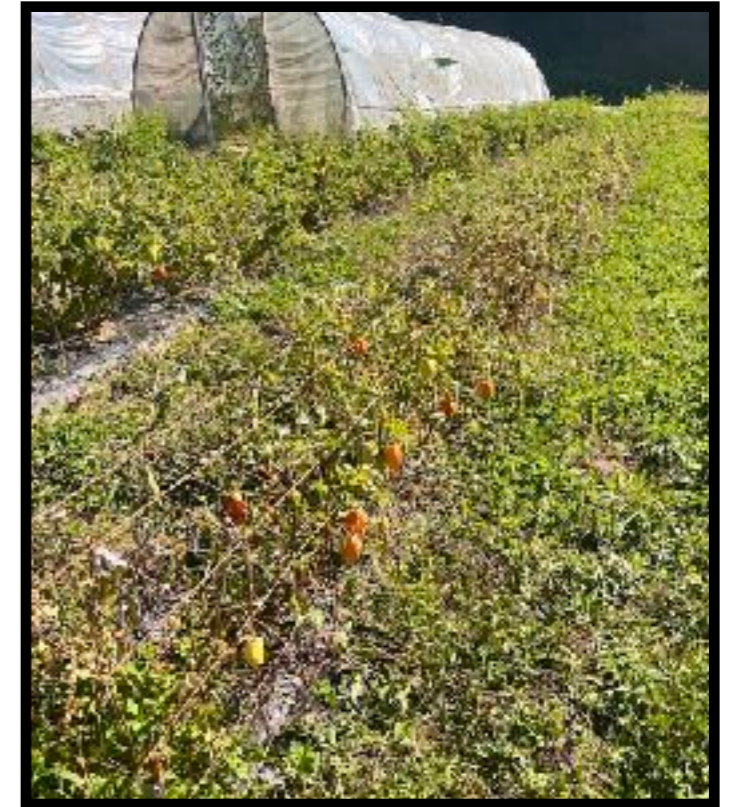
TSAXANA

- **MMFN** received \$50,000 through the Indigenous Priorities Grant from the Vancouver Foundation, to fund their part-time Food Animator position in 2022
- **MMFN** Health services team and Food Animator are developing a community cupboard for processed foods and are interested in building a seasonal butchering station.
- **MMFN** Members are interesting in being trained for Marketsafe and Food Safe



CORTES ISLAND

- **Cortes Island Food Bank** is recently registered through Food Banks Canada! They provide emergency food provision on Cortes.
- **Better at Home** provides meals and other services to Seniors aging in place.
- **Linnea Farm Society** provides Community Supported Agriculture program for community members invested in buying local food.
- **Linnea Farm Society** keeps chefs and bakers on site for processing grown food and giving workshops.
- **Linnea Farm Society** practices seed saving for sustainability.



SAYWARD

M2

- **Sayward Futures Society** provides local food hampers with rescued food provided by Loaves and Fishes (Nanaimo)
- **Sayward Elementary School** teachers and students have been given the Sayward Community Garden plots to harvest for the 2022 year.
- **Greenways Land Trust** delivers Good Food Box orders to Sayward residents bi-weekly.



TAHSIS

- **Community Cupboard** provides local food hampers with rescued food provided by Loaves and Fishes and St. Vincent de Paul
- **Greenways Land Trust** previously provided fresh fruits and veggies through the Good Food Box program. They are actively seeking funding to support this program again.



READ ISLAND

- Received \$20,000 through the United Way Food Infrastructure Grant to support community kitchen appliances and an outdoor gathering space.



More community connections:

- **ICAN - Quadra Island Climate Action Network**
- **Ka:'yu:'k't'h'/Chek'tles7et'h' First Nation**
- **Campbell River Food Bank**
- **Homalco First Nation**
- **North Island Métis Association**
- **Strathcona Community Health Network**
- **Campbell River and District Coalition to End Homelessness**
- **Cortes Community Economic Development Association**

Whats coming in 2023?

- **More cultural events!** Meals, foraging and processing workshops.
- **Growers and Processors** digital consumer guide
- **Food Policy Work** including advocacy to reassess the City of Campbell River's Agricultural Plan.
- **Food Policy Work** including sitting on the Strathcona Regional Districts Solid Waste project management committee, as they implement their organics program.
- **Fundraising** including consultation with alternative energy firms to establish our local food rescue agencies Carbon Credit's.



Whats coming in 2023?

Emergency Food Table

- **Emergency Food Providers**

meet once per month to collaborate and improve efficiency across sectors.

- **Providers include;**

- Campbell River Food Bank
- Hama?elas Community Kitchen
- St Vincent de Paul Society
- Salvation Army
- United Way
- Strathcona Food Hub Coordinator
- SD72 Representatives



Whats coming in 2023?

Peer Programming

- **Campbell River Food Bank** has recently hired a Peer Coordinator to train peers and supervise their work in the Food Bank.
- **We are working with other community partners** to establish culturally safe and trauma informed protocols for all Peer programs in Campbell River.



Time for Dialogue

Do you have any questions
for our team?

Do you have an idea to
move Food Security
initiatives forward in your
community?



From:
Sent: December 19, 2022 4:33 PM
To:
Subject: RE: Salmon motion (AVICC)

Background

Studies of chinook, along the west coast of Vancouver Island have shown results of declining genetic diversity due to hatchery introversion. Environmental health and limiting factors influence a populations resiliency and productivity. The keystone species, while supporting other megafauna like orca whales is also dependent upon smaller parts of the food web during juvenile stages to reach spawning age. Also so many communities rely on fishing tourism as part of local economic drivers and it is in our collect best interest to ensure long term sustainability of this important resourcea and cultural food product.

In 2019, Islands trust put forward resolution B155, which was endorse by AVICC that read

Key Marine Cumulative Effects Values

Whereas the Of British Columbia has adopted the use of accumulative effects framework to help identify and manage cumulative effects across the natural resource sector;

And whereas the cumulative affects framework allows for the inclusion of marine values but the province has not yet approved any marine values for cumulative effects assessment to inform decision-making in coastal regions:

Therefore be it resolved that UBCM requests the provincial government to prioritize the approval of key marine cumulative effects values for long term monitoring and cumulative effects assessment in coastal regions.

Despite the resolutions committee having no recommendation they did provide the following comments.

The resolutions committee advises that the UBC of membership has not previously considered a resolution calling on the province to prioritize the approval of key marine cumulative effects values for long term monitoring and cumulative effects assessment in coastal regions.

To further illustrate the risk of climate impacts of food security, habitat carrying capacity and cultural reconciliations I have included photos from a report prepared for the Village of Tahsis by EcoLogic Consultants Ltd on January 14, 2020 to illustrate the link between land-based decision making, biodiverse ecosystems and downstream effects on the McKelvie watershed. This is just one of the many watersheds that make up the drainage from peak to depth of the greater Nootka Sound region and yet it gives a sense of how it can be both fragile yet biologically abundant, with vegetation and wildlife habitats.

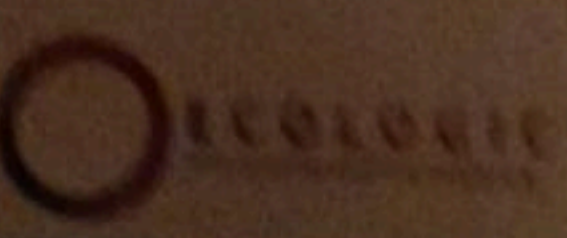
please review the BC transistion discussion framework for aquaculture consulation as the link below.

<https://www.pac.dfo-mpo.gc.ca/consultation/aquaculture/bc-transition-cb/cadre-discussion-framework-eng.html>



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

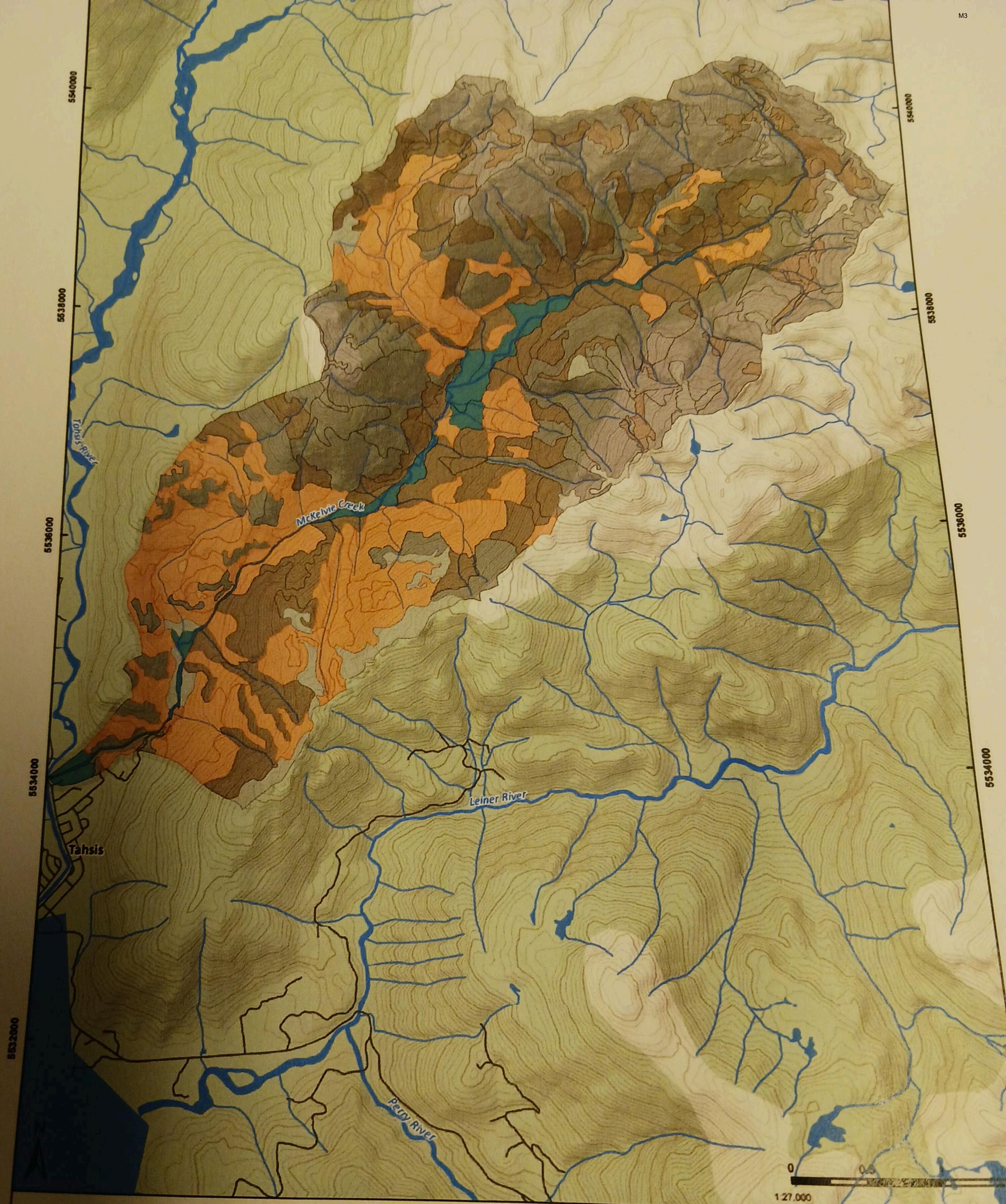
McKelvie Creek Watershed
Distribution of Ecological Communities
at Risk in the Project Area
Figure 4.1-2



Date: 11/8/2019
 Map Number: MKW-253
 Coordinate System: NAD 1983 UTM Zone 8N
 Projection: Transverse Mercator
 Datum: North American 1983

- Legend**
- Project Area
 - Rare Ecosystem**
 - CWHvm1 - SS
 - CWHvm1 - RS
 - CWHvm1|2 - HS
 - CWHvm1 - AD
 - CWHvm2 - HD
 - CWHvm2 - HD/HS
 - CWHvm1 - HS/RS





McKelvie Creek Watershed **Surficial Materials**

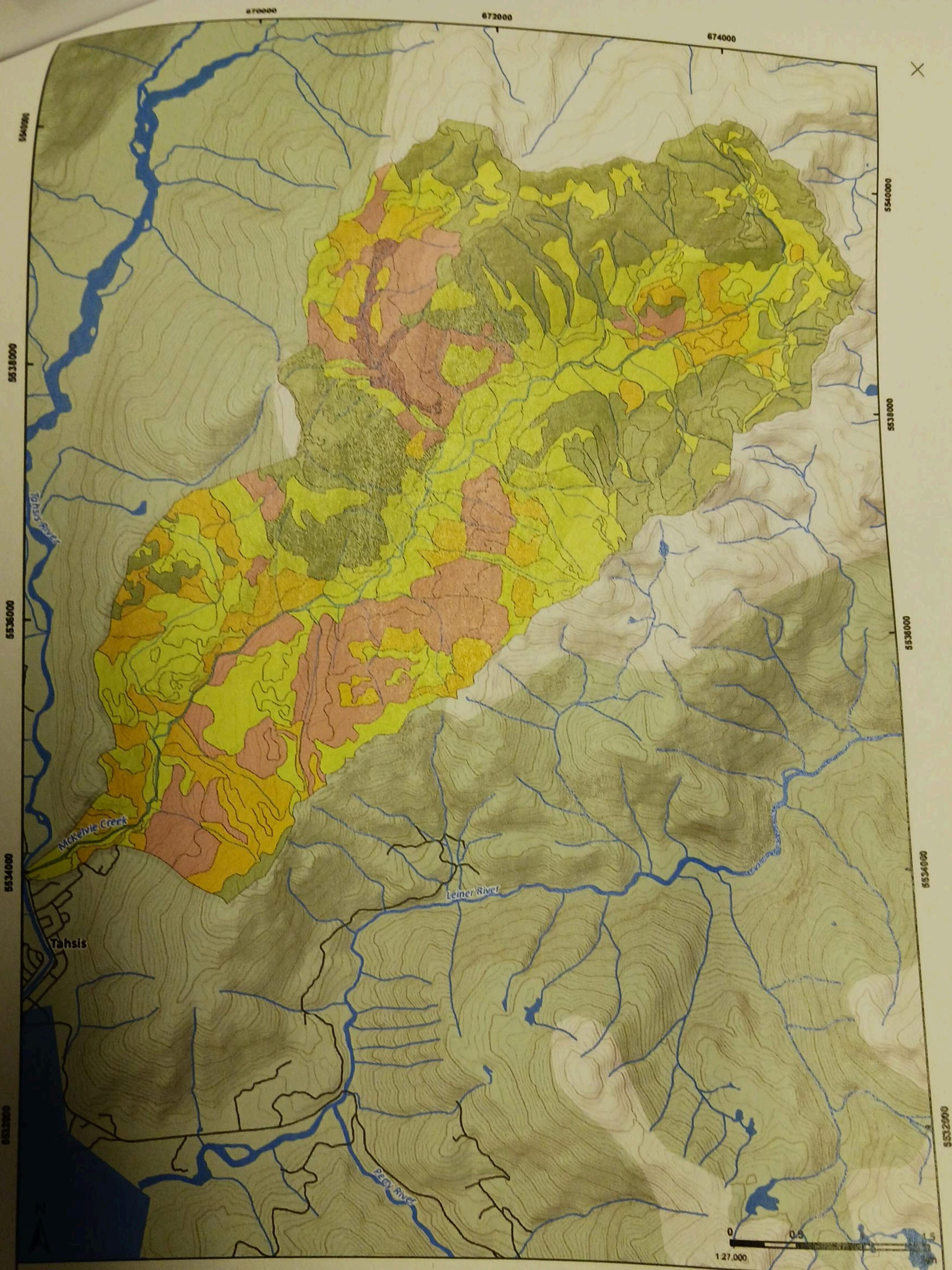
Legend

Surficial Material

- Anthropogenic (A)
- Colluvium (C)
- Fluvial (F)
- Moraine (M)
- Organic (O)

- Existing Road
- Stream
- Contour (100 m)
- Contour (20 m)

Date: 9/11/2019
 Map Number: M3W 008

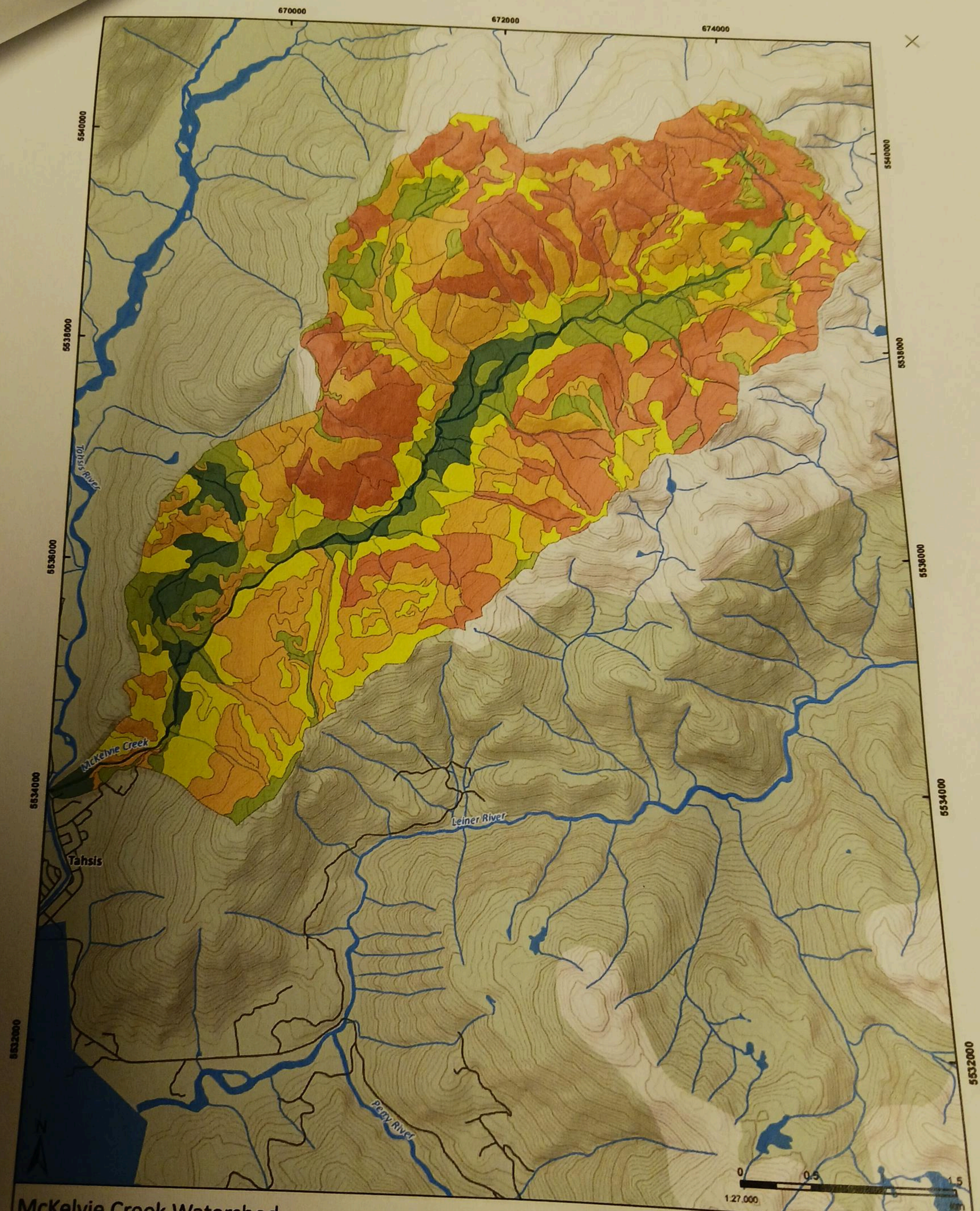


McKelvie Creek Watershed Surface Erosion Potential

- Legend**
- | | |
|----------------------------------|-----------------|
| Surface Erosion Potential | Existing Road |
| Very High (VH) | Stream |
| High (H) | Contour (100 m) |
| Moderate (M) | Contour (20 m) |

Date: 9/11/2019
Map Number: M3-011



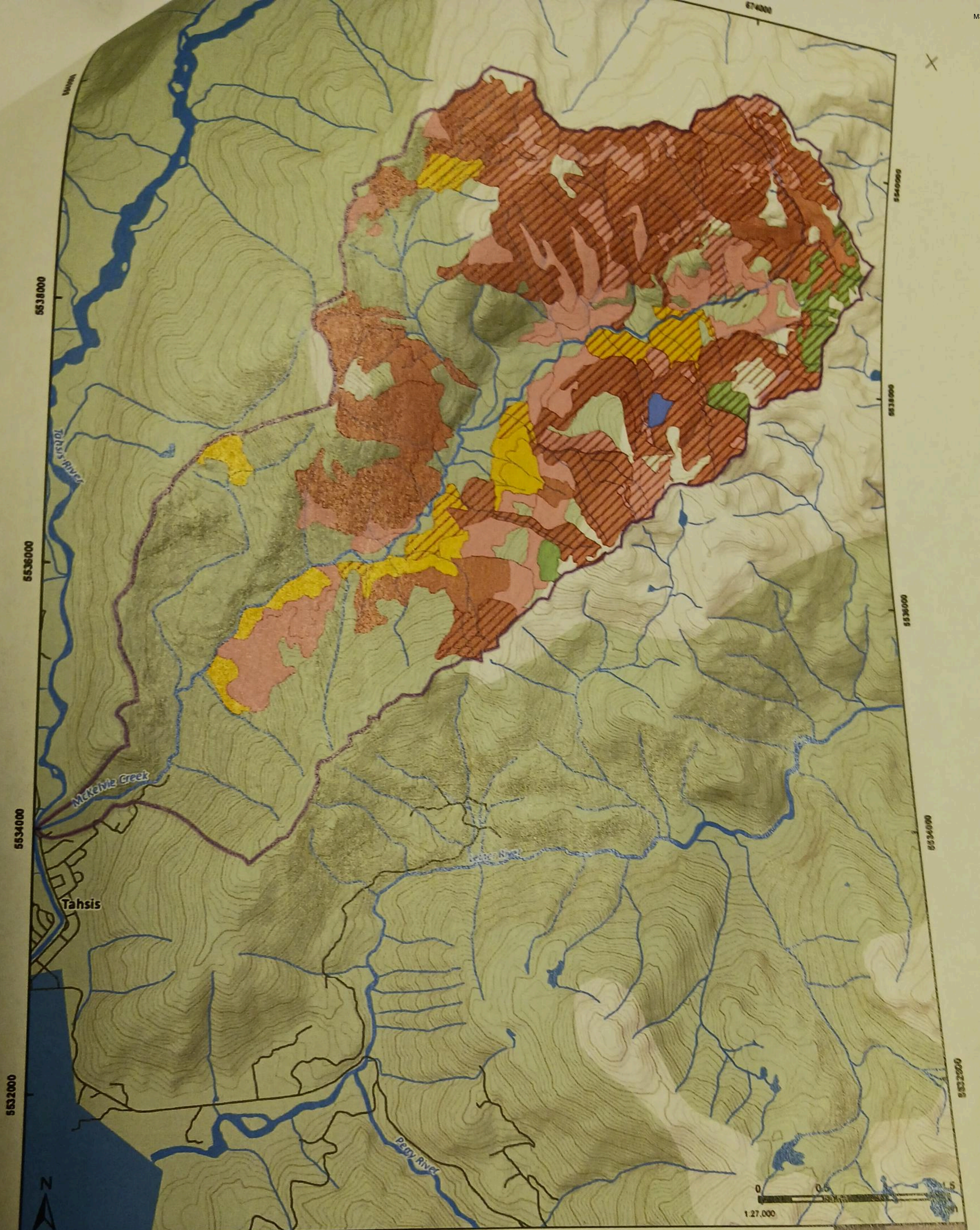


McKelvie Creek Watershed **Slope Stability**

- Legend**
- | | |
|--|---|
| I - Negligible | Existing Road |
| II - Very Low | Stream |
| III - Low | Contour (100 m) |
| | Contour (20 m) |

Date: 9/11/2019
Map Number: M3W-030





McKelvie Creek Watershed Geohazards

Legend

McKelvie Creek Watershed

Geohazard

Mixed rapid and slow mass movement

2+ rapid mass movement types

2+ flow mass movement types

Debris flow (Rd)

Existing Road

Stream

Contour (100 m)

Contour (20 m)

Date: 9/17/2019
Map Number: M3W 021

In accordance with habitat suitability models for 10 species that were selected after consideration of their importance to Aboriginal groups, and availability of data and knowledge about species habitat requirements that would allow for development of a reliable model. For example, a habitat suitability model for western toads would be desirable for the Project area, but there are insufficient local data to train the models to identify habitat requirements for this species at the scale of the Project area.

Table 3.3-1. Proposed Target Species for Habitat Suitability Mapping

Species	Life Requisite	Season	Rating Scheme
Northern red-legged frog	Living	All	4 Class
Little brown myotis	Living	Growing	4 Class
Band-tailed pigeon	Reproducing – Eggs	Growing	4 class
Black swift	Reproducing – Eggs	Growing	4 Class
Northern goshawk	Reproducing – Eggs	Growing	4 Class
Olive-sided flycatcher	Reproducing – Eggs	Growing	4 Class
Western screech-owl	Living	all	4 Class
Grizzly bear	Feeding	Early & Late Spring	6 Class
Grizzly bear	Feeding	Summer	6 Class
Grizzly bear	Feeding	Fall	6 Class
Roosevelt elk	Living	Winter	6 Class
Roosevelt elk	Living	Growing	6 Class
Western water shrew	Living	All	2 Class

Wildlife habitat ratings rank the suitability of a habitat for each wildlife species and were based on the Terrestrial Ecosystem Mapping (TEM) completed for the Project area.

The TEM product identifies ecosystem units, site modifiers, structural stage and canopy closure. Habitat ratings were then assigned to each unique combination of ecosystem unit, site modifier, and structural stage for a particular life requisite and season (RIC 1999). Habitats were rated as a comparison to the province's best-known habitat (provincial benchmark or benchmark for that geographic area) for that species. When benchmarks were not available, the habitat characteristics deemed important for that species. The available literature identified in the species accounts were used to inform the ratings.

Wildlife habitat ratings for species were based on a combination of features: landscape position (e.g., slope, aspect, site position); moisture regimes (e.g., xeric, mesic, hygric); ecosystem unit; species-specific habitat requirements (e.g., wetlands or avalanche tracks); structural stage (sparsely vegetated, herb, shrub, young