



**Minutes**

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**Meeting** Regular Council Meeting  
**Date** August 1, 2023  
**Time** 7:00 PM  
**Place** Municipal Hall - Council Chambers and by electronic means

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**Present** Mayor Martin Davis  
Councillor Sarah Fowler (by video)  
Councillor Cheryl Northcott (by phone)

**Absent** Councillor Douglas Elliott  
Councillor Meggan Joseph

**Staff** Mark Tatchell, Chief Administrative Officer  
Adia Mavrikos, CPA, CA, Director of Finance (by video)  
Janet StDenis, Finance and Corporate Services Manager (by video)

**Public** 4 Members of the public. (2 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.

**B. Introduction of Late Items**

Email from Ashley Cousens, Ministry of Transportation and Infrastructure Re: Head Bay Forest Service Road Season Update - under Correspondence as L10.

**C. Approval of the Agenda**

**Fowler/Northcott: VOT 0272/2023**

**THAT** the Agenda for the August 1, 2023 Regular meeting of Council be adopted as amended.

**CARRIED**

**D. Petitions and Delegations**

None.

**E. Public Input # 1**

A member of the public had questions regarding contents of the minutes on the August 1st, 2023 Regular Council Meeting agenda to which the Mayor and Staff responded.

A member of the public commented on the lack of enforcement of no overnight moorage at the airplane dock.

A member of the public spoke to several potential opportunities under the Rural Economic Diversification and Infrastructure Program to which the Mayor and Staff responded.

**F. Adoption of the Minutes**

**1 Minutes of the Committee of the Whole Meeting held on June 30, 2023.**

**Fowler/Northcott: VOT 0273/2023**

**THAT** the Committee of the Whole Meeting minutes of June 30, 2023 be adopted as presented.

**CARRIED**

**2 Minutes of the Regular Council Meeting held on July 4, 2023.**

**Fowler/Northcott: VOT 0274/2023**

**THAT** the Regular Council Meeting minutes of July 4, 2023 be adopted as presented.

**CARRIED**

**3 Minutes of the Committee of the Whole Meeting held on July 6, 2023.**

**Fowler/Northcott: VOT 0275/2023**

**THAT** the Committee of the Whole Meeting minutes of July 6, 2023 be adopted as presented.

**CARRIED**

**G. Rise and Report**

None.

**H. Business Arising**

**1 Tender 2221-49140-26D Flood Protection Phase 2 Award Recommendation**

**Fowler/Northcott: VOT 0276/2023**

**THAT** the Tender Comparison Summary by McElhanney for Tender 2221-49140-26D be received.

**CARRIED**

**Fowler/Northcott: VOT 0277/2023**

**THAT** McElhanney's recommendation to award the contract to Upland Contracting Limited be approved.

**CARRIED**

**2 Report to Council Re: Village of Tahsis Q2 Operating Results**

**Fowler/Northcott: VOT 0278/2023**

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

**CARRIED**

The Director of Finance reviewed the Village of Tahsis 2023 Q2 operating results with Council explaining variances between budgeted revenue and expenses and actual operating results.

A net operating surplus is projected to December 31, 2023 Year End.

**J. Council Reports**

**Mayor Davis (verbal report from transcripts)**

I am speaking to the road conditions because I know in the last few weeks the road is deteriorated badly. I'm getting a lot of complaints about it and I have passed those complaints on to Main Road.

I've had more than one phone call with them and it's reached the point where they haven't returned my calls recently. I've been raising the point that they've really dropped the ball in that we've had some rain lately and some perfect time to be grading. They said the grader was out for servicing, but then when I talked to somebody else at Main Road, they said no, no, the graders ready to go. That was a week ago and I just came in yesterday and I haven't seen any recent grading on the road, so I'm going to take it up with the Minister of Transportation tomorrow. I'm hoping there was a grader out there today, but I don't know what's happening currently. If they don't do something very soon they're going to be again talking about fire closures. I mean that is an excuse they've been using, but I can personally vouch for when I came in last night the road was damp and there was wet pavement.

So there's really no excuse there, except that possibly the issue is with the BC Wildfire not adjusting the wildfire rating in this area like they just tend to blanket it across the entire island. So that might be the issue there, but the road is quite bad right now. I put it in 4 wheel drive going over the gravel sections just so that I could keep control and not lose control on the corners and I wasn't going fast.

**Councillor Joseph**

None.

**Councillor Fowler (verbal report)**

I will just say that verbally that volunteers are needed for the fishing Derby. Specifically designated drivers are needed. Thank you.

**Councillor Northcott**

No report.

**Councillor Elliott**

None.

**Fowler/Northcott: VOT 0279/2023**

**THAT** the Council Reports be received.

**CARRIED**

**K. Bylaws**

**1 Report to Council Re: Alternate Public Notice Bylaw**

**Fowler/Northcott: VOT 0280/2023**

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

**CARRIED**

The Director of Finance spoke to the scope and purpose of the Alternative Means Notice Bylaw noting it has proven difficult to meet the requirements of notice such as advertising in a local weekly newspaper, as set out in the Community Charter.

**Fowler/Northcott: VOT 0281/2023**

**THAT** option # 1 be approved (to proceed with First, Second and Third Reading of the attached Public Notice Bylaw No. 659, 2023.

**CARRIED**

**Village of Tahsis Public Notice Bylaw No. 659, 2023**

**1st, 2nd and 3 readings**

**Fowler/Northcott: VOT 0282/2023**

**THAT** the Village of Tahsis Public Notice Bylaw No. 659, 2023 be received for consideration.

**CARRIED**

**Fowler/Northcott: VOT 0283/2023**

**THAT** the Village of Tahsis Public Notice Bylaw No. 659, 2023 receive a first reading this 1st day of August, 2023.

**CARRIED**

**Fowler/Northcott: VOT 0284/2023**

**THAT** the Village of Tahsis Public Notice Bylaw No. 659, 2023 receive a second reading this 1st day of August, 2023.

**CARRIED**

**Fowler/Northcott: VOT 0285/2023**

**THAT** the Village of Tahsis Public Notice Bylaw No. 659, 2023 receive a third reading this 1st day of August, 2023.

**CARRIED**

**L. Correspondence**

**July 21, 2023 email from Rita Aedan, President of the Tahsis Tax Payers**

- 1 Association to Mayor and Council Re: Questions Concerning the Tahsis Tax Payers Association.**

- 2 July 24, 2023 email from Councillor Sarah Fowler, Small Community Representative to Mayor and Council - Re: Small Talk Forum 2023.**

- 3 Province of BC- Re: B.C. Modernized Emergency Management Legislation.**

**City of Prince George - Resolution Submitted to the 2023 UBCM Convention- Re:**

- 4 Reimbursing local governments for medical services provided by local governments fire and rescue service.**

5 July 5, 2023 email from Mayor Brenda Locke, City of Surrey Re: The Impact of Policing Models on Local Governments

6 July 11, 2023 Email from Madeline Leaf on behalf of the International Wrongful Conviction Committee Re: Proclaiming or October 2, 2023, as "Wrongful Conviction Day".

7 July 7, 2023 News Release from Strathcona Regional District Re: SRD Launches Northwest Vancouver Island Tsunami Storymap.

8 June 27th, 2023 Letter from Jay Chalke, Ombudsperson, Province of BC to Mayor Davis Re: Office of the Ombudsperson Quarterly Reports for July 1, 2022 to

9 Email to Mayor and Council Re: Invitation to the 10th Annual Resource Breakfast Series- September 19, 21, 22, 2023.

10 Email from Ashley Cousens, Ministry of Transportation and Infrastructure Re: Head Bay Forest Service Road Season Update.

**Fowler/Northcott: VOT 0286/2023**

THAT these correspondence items be received.

**CARRIED**

**Fowler/Northcott: VOT 0287/2023**

THAT correspondence item # 9 be pulled for discussion.

**CARRIED**

**Correspondence Items Discussed**

9 Email to Mayor and Council Re: Invitation to the 10th Annual Resource Breakfast Series- September 19, 21, 22, 2023.

Councillor Fowler spoke to this correspondence item. A discussion followed. All Tahsis 2023 UBCM attendees passed on this invitation.

**M. New Business**

1 Report to Council Re: Regional Grant Opportunity- Disaster Risk Reduction/ Climate Adaption

**Fowler/Northcott: VOT 0288/2023**

THAT this report to Council be received.

**CARRIED**

**Fowler/Northcott: VOT 0289/2023**

THAT as part of the Village of Tahsis' ongoing work in relation to tsunami preparedness, that an application for financial assistance under the Category 2 portion of the Community Emergency Preparedness Fund October 2023 Disaster Risk Reduction / Climate Adaption grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District (SRD); and

**THAT** the Village of Tahsis agrees to the SRD managing the grant and being the recipient of all funding.

**CARRIED**

**N. Public Input #2**

It was suggested that a notice board be placed at the inlet for tourist and local information.

A request was made to budget for trail maintenance.

**Adjournment**

**Fowler/Northcott: VOT 0290/2023**

**THAT** the meeting be adjourned 8:07 p.m.

**CARRIED**

**Certified Correct this**

**the 12th day of September 2023.**



**Chief Administrative Officer**

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**From:**  
**Sent:**  
**To:**  
**Subject:** Late Item L10

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From: Cousens, Ashley MOTI:EX <Ashley.Cousens@gov.bc.ca>  
Sent: Thursday, July 20, 2023 12:41 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 MOTI:EX <Kellen.Truant@gov.bc.ca>  
Subject: Head Bay FSR Seasonal Update

Good Afternoon,

I hope you are all getting a chance to enjoy the beautiful summer we have been having. As we are midway through the year I would like to provide another update on Head Bay FSR to Mayor and Council. The Last update I provided was in December so I will begin with a bit of a summary for the second half of our winter season before diving into the start of our summer season.

In the second half of winter (December 2022 to April 2023) I made an additional 5 monitoring trips out on Head Bay FSR and completed an additional 8 monitoring records. This increased monitoring interval was done to capture road conditions during the wet "spring" months. One formal Short Response Time Audit was completed during the spring focusing on surface grading. Although, due to the follow up being done at the end of a snow event I also was able to note winter maintenance activities as well. Winter maintenance was done well during my inspections. Although the snow event did not create enough accumulation to put the contractor out of spec, I did note that the road had been plowed with adequate width restored and traction on the road surface was good. The surface maintenance audit itself was noted to not meet specifications for grading intervals. After a thorough review of onsite conditions (weather, and road saturation) along with the challenging conditions of grading in the vicinity of the tree clearing work done by Western Forest Products, MoTI and Mainroad discussed ways to improve service moving forward and communications with WFP, but a formal non-compliance report was not issued for this instance. I would be happy to discuss the outcome of this audit and explain my rationale further if council has any follow up questions.

Moving forward into the summer season (April 2023 – Present) I have completed an additional two monitoring trips to Tahsis which is notably less than I would like. I was pulled onto the emergency response team for the Cameron Bluffs Fire on Highway 4 which negatively impacted my ability to focus on my normal area. My involvement with the emergency response is now complete and I plan to increase my monitoring interval through the rest of the summer to accurately capture the road conditions, particularly as we move into the driest part of the season. Although I haven't been on the road quite as much as planned I have completed 12 formal monitoring records to thoroughly document conditions when I have been able to get out. I will continue to build on this throughout the remainder of the season.

As the Ministry of Transportation and Infrastructure made significant investments into Head Bay FSR in 2022 there are no capital projects planned this year. With that being said, we worked closely with the Ministry of Forests to deliver on some brushing and major tree clearing works which were long overdue. This was an exciting step forward in our partnerships with both MoF and Western Forest Products as the tree clearing work was completed by WFP under the road use agreement they have with Ministry of Forests for use of Head Bay FSR. This tree clearing helped to daylight large sections of the road which should help improve the road surface conditions during the wet winter months along with hopefully helping to minimize the volume of blow downs we experience post storm events. This work demonstrated a direct investment back into the road by WFP and hopefully will be the start of more works to come. Additional tree clearing, ditch clearing/construction, and other slope works were identified as good candidates for future works under this agreement. Moving forward we will continue to work with MoF and WFP to support their works and investment back into Head Bay FSR as budgets allow.

As we move into the second half of summer we will continue with our regularly scheduled maintenance as the forest fire danger ratings allow. As we discussed last year many of our road maintenance activities are considered to be high risk and therefore are limited during extreme fire danger ratings. Our Managers are working closely with Ministry of Forests and Mainroad to determine the safest possible options and how to maintain safe driving conditions for the travelling public through our increasingly dry summers. This may involve the use of water trucks and fire watches to grade key areas until such time that we can perform a proper depth grade. With that being said I was happy to note that the dust suppressant applied earlier this season does appear to be holding up well as we have maintained some level of humidity overnight to reactivate the suppressing agent.

I do hope that this summary helps to answer any questions. If council has any other questions or topics you would like clarification on please don't hesitate to reach out.

Enjoy the rest of your summer!

Sincerely,

Ashley Cousens

Area Manager

Ministry of Transportation and Infrastructure

Vancouver Island District, Courtenay Area Office

(250) 331-8180

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