



Minutes

Village of Tahsis

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| Meeting | Committee of the Whole |
| Date | December 12, 2023 |
| Time | 11: 00 a.m. |
| Place | Municipal Hall - Council Chambers and by electronic means |

Present Mayor Martin Davis
Councillor Sarah Fowler
Councillor Cheryl Northcott

Absent Councillor Doug Elliott
Councillor Meggan Joseph

Staff Mark Tatchell, Chief Administrative Officer
Adia Mavrikos, CPA,CA, Director of Finance by video
Amanda Knibbs, IT Coordinator by video
Lauren Roth, Finance and Administrative Assistant by video
Paige Sawyer, Rural Business Advisor

Guests Chris Cowley, Manager, Mainroad North Island
Chris Peterson, Engineering Officer, Ministry of Forests
Greg Goldstone, Resource Manager, Regional Operations Division, Coast Area, Ministry of Forests
Ashley Cousens, Area Manager, Vancouver Island District, Courtenay Office, Ministry of Transportation and Infrastructure
Michael Pearson, Vancouver Island Regional Director, Ministry of Transportation and Infrastructure
Disegni Rodrigo, Director, Rehabilitation and Maintenance, Ministry of Transportation and Infrastructure
Kellen Truant, Operations Manager, Courtenay Office, Ministry of Transportation and Infrastructure

Public 6 members of the public. 1 by video

Call to Order

Mayor Davis called the meeting to order at 11:02 a.m.

Land Acknowledgement

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

Introduction of Late Items

Under Business Arising as "H2" a Report to Council Re: The Recreation Centre boiler replacement project.

Approval of the Agenda

Northcott: COW 0119/2023

THAT the Agenda for the December 12, 2023 Committee of the Whole meeting be adopted as amended.

CARRIED

**H. Business
Arising**

1

The Village of Tahsis Council annual meeting with the Ministry of Transportation and Infrastructure and the Ministry of Forest staff regarding the level of maintenance and related issues regarding the Head Bay Forest Service Road.

Northcott: COW 0120/2023

THAT the Village of Tahsis Council engage in discussions with MoTI and MOF staff regarding the level of maintenance and other issues on Head Bay Forest Service Road. **CARRIED**

The following topics were discussed:

the lack of maintenance during 2023 summer and fall, the need for more and better communication by the ministries, lack of coordination between the ministries, funding levels for maintenance, the Ombudsperson complaint, an overview of the maintenance contract and how it is managed, level of monitoring and auditing activity by ministry staff, Mainroad's commitments to better performance during fire season.

Northcott: COW 0121/2023

THAT public input be permitted.

CARRIED

A member of the public talked to the petition that was submitted to the BC Ombudsperson

A member of the public commented on how businesses were affected over the summer due to the poor road conditions.

A member of the public asked about the frequency of the road reports and where they are posted.

Northcott: COW 0122/2023

THAT the council move to recess.

CARRIED

Northcott: COW 0123/2023

THAT the council meeting reconvene at 1:30pm

CARRIED

2 Report to Council Re: Recreation Centre boiler replacement project.

Northcott: COW 0124/2023

THAT this Report to Council be received.

CARRIED

Northcott: COW 0125/2023

THAT option **1 a.** proceeding with the project to replace the Recreation Centre electric boiler; and **b.** contracting with River City Plumbing and Heating Ltd. to carry out the project; and **c.** the project budget of \$16,978.63 to be funded from the Recreation Centre Reserve fund. be approved.

CARRIED

Adjournment

Northcott: COW 0126/2023

THAT the meeting adjourn at 1:46 p.m.

CARRIED

Certified correct this
2nd Day of January, 2024



Corporate Officer

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: December 11, 2023

Re: Recreation Centre boiler replacement project

PURPOSE OF REPORT:

To provide Council with information regarding a proposed Recreation Centre boiler replacement project.

OPTIONS / ALTERNATIVES

1. Approve
 - a. proceeding with the project to replace the Recreation Centre electric boiler
 - b. contracting with River City Plumbing and Heating Ltd. to carry out the project
 - c. the project budget of \$16,978.63 to be funded from the Recreation Centre Reserve fund.
2. Do not approve proceeding with the project at this time.
3. Any other option that Council deems appropriate.

BACKGROUND:

The Village has applied to Infrastructure Canada under the Green and Inclusive Community Building Fund for funding (\$2,125,177.19) to carry out a significant upgrade to the facility, including mechanical systems. (The project total cost is \$3,002,275.04. The Village's contribution would be \$877,097.86.)

During the past weeks, the Recreation Centre boiler has failed with increasing frequency and parts are becoming very difficult to source. Moreover, it is not operating at full capacity which is affecting service levels, e.g., swimming pool temperature.

It is increasingly evident that the boiler will not be repairable which will have a significant impact on service levels.

Staff requested a quote from River City Plumbing and Heating Ltd. to replace the electric boiler. This contractor has considerable knowledge about the Recreation Centre's heating and plumbing systems based on many years of servicing the equipment. With the contractor's information a project budget has been developed (see below).

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|---------------------|-------------|
| New electric boiler | \$6,049.21 |
| Labour | \$3,600.00 |
| Materials (misc.) | \$1,000.00 |
| Control wiring | \$3,000.00 |
| Accommodation | \$500.00 |
| Contingency (20%) | \$2,829.42 |
| Total | \$16,978.63 |

The Infrastructure Canada grant application includes \$486,276.00 in improvements to energy efficiency and greenhouse gas emissions to the aquatic centre and bowling alley.

The Rec Centre furnace is also failing and will need to be replaced, subject to the Infrastructure Canada grant application.

POLICY/LEGISLATIVE REQUIREMENTS:

1. Procurement Policy No. 2010, 2018

Section 5.1 states:

Procuring goods and services is to be done on a competitive basis unless otherwise permitted by this policy. Exceptions could be due to:

- quantity or value of goods or services;
- the frequency or duration that the goods or services are needed;
- the availability or competitiveness in the marketplace;
- the urgency with which the goods or services are needed;
 - a specific brand, manufacturer or supplier may need to be selected to ensure standardization or warranty requirements; or
 - the social benefits

FINANCIAL IMPLICATIONS:

This specific project is not included in the 2023-2027 Capital Plan as it is encompassed in the Infrastructure Canada grant application. Therefore, a funding source is required. It is proposed the project be funded from the Recreation Centre Reserve Fund.

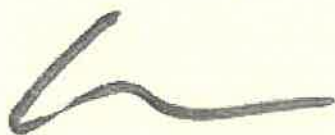
STRATEGIC PRIORITY:

This is not a Council strategic priority in 2023 or 2024.

RECOMMENDATION:

Option 1

Respectfully submitted:

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

Mark Tatchell, CAO