



AGENDA

**Regular Meeting of the Village of Tahsis Council
to be held on January 16, 2024 at 7 p.m. 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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Toronto, Canada
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Phone Conference ID: 693 613 527#**

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- A. Call to Order** **Mayor Davis will call the meeting to order.**
- Land Acknowledgement** **Mayor Davis will acknowledge and respect that we are meeting upon Mowachaht/Muchalaht territory.**
- B. Introduction of Late Items** None.
- C. Approval of the Agenda**
- D. Petitions and Delegations** None.
- E. Public Input # 1**
- F. Adoption of the Minutes**
- 1 Minutes of the Special Council Meeting held on December 21, 2023.**
 - 2 Minutes of the Regular Council Meeting held on January 2, 2024**
- G. Rise and Report**

- H. Business Arising**
- 1 Nootka Sound RCMP -Village of Tahsis quarterly report
Sgt. Greg Young, NCO i/c Nootka Sound RCMP Detachment**
 - 2 Tahsis Council 2024 Strategic Priorities**

TAHSIS COUNCIL'S 2024 STRATEGIC PRIORITIES

ECONOMIC VIBRANCY

Implement the action items from the Strategic Economic Development Strategy including promoting tourism. (Tourism promotion includes partnering with the Mowachaht/Muchalaht First Nation whenever possible and focussing on outdoor recreational activities.)

INFRASTRUCTURE AND SERVICE

Negotiate formal information sharing agreements with ministries of Transportation and Infrastructure and Forests on monitoring and inspections of the Head Bay FSR maintenance and upgrades. Continue to lobby the Province for expanding capital improvements, i.e., chip sealing.

Replace the Recreation Centre heating and ventilation systems (including controls) and consider establishing a standing committee to develop new programming.

Develop a plan to re-purpose Captain Meares School east wing for municipal and community purposes, including space for the Tahsis library

COMMUNITY WELL-BEING

Undertake a Housing Needs Report (funded from the provincial housing capacity grant) as a first step in developing an affordable housing plan.

Continue to lobby the Province and Island Health for more and better services for residents with addiction and mental health issues. Facilitate communication about resources to residents whenever possible.

NATURAL ENVIRONMENT

Develop an outdoor recreation policy to promote health and well-being, conservation of natural resources and community engagement and social cohesion.

- J. Council Reports**
- 1 Mayor Davis**
 - 2 Councillor Joseph**
 - 3 Councillor Fowler**
 - 4 Councillor Northcott**
 - 5 Councillor Elliott**

K. Bylaws None.

All Regular Council Meetings, Committee of the Whole Meetings and Special Council Meetings are recorded unless otherwise specified.

Village of Tahsis
Regular Council Meeting Agenda
January 16, 2024

L. Correspondence **1** **January 2, 2024 email from Shawna Gagne Re: Knights of Columbus Annual Christmas Food Hamper Program.**

M. New Business **1** **Report to Council Re: Appointment of Fire Chief and Emergency Preparedness Coordinator Kyle Wilkinson.**

2 **Report to Council Re: Regional Grant Opportunity - Emergency Support Services**

N. Public Input #2

O. Adjournment



Minutes

<u>Meeting</u>	Special Council Meeting
<u>Date</u>	December 21, 2023
<u>Time</u>	10:00 a.m.
<u>Place</u>	Municipal Hall - Council Chambers and by electronic means

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

Absent Councillor Meggan Joseph
 Councillor Douglas Elliott

Staff Mark Tatchell, Chief Administrative Officer **by video**
 Adia Mavrikos, CPA, CA, Director of Finance **by video**
 Janet StDenis, Corporate Services Manager **by video**
 John Manson, P. Eng., Municipal Engineer **by video**
 Amanda Knibbs, IT Co-ordinator **by video**

Guests Matt Friderichs, P.Eng. , McElhanney **by video**
 Graham Hirst, P.Eng., Senior Marine Structural Engineer, McElhanney **by video**

Public None.

A. Call to Order

Mayor Davis called the meeting to order at 10:06 a.m.

Land Acknowledgement

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

B. Introduction of Late Items

None.

C. Approval of the Agenda

Fowler/Northcott: VOT 0420/2023

THAT the Agenda for the December 21, 2023 Special meeting of Council be adopted as presented.

CARRIED

H. Business Arising

- 1 **Report to Council (verbal) Re: Tahsis Community Pier and Dock - contract award.**

Fowler/Northcott: VOT 0421/2023

THAT this Report to Council be received.

CARRIED

Matt Friderichs, P.Eng. , McElhanney provided Council with an overview of 2 bids received for Tender # 2221-49140-30.

The bid items and costs were reviewed and compared. A discussion followed.

It was discussed that the Village and McElhanney look for an alternative procurement strategy for the work to meet budget constraints.

Fowler/Northcott: VOT 0422/2023

THAT Council not accept either bid.

CARRIED

Staff to follow up with contact at the funding ministry.

Adjournment

Northcott/ Fowler: VOT 0423/2023

THAT the meeting be adjourned at 10:35 a.m.

CARRIED

Certified Correct this

16th Day of January, 2024

Chief Administrative Officer



Minutes

<u>Meeting</u>	Regular Council Meeting
<u>Date</u>	January 2, 2024
<u>Time</u>	7:00 PM
<u>Place</u>	Municipal Hall - Council Chambers and by electronic means

Present Mayor Martin Davis
 Councillor Sarah Fowler
 Councillor Cheryl Northcott
 Councillor Meggan Joseph by video
 Councillor Doug Elliott

Staff Mark Tatchell, Chief Administrative Officer by video
 Adia Mavrikos, CPA, CA, Director of Finance by video
 Janet StDenis, Corporate Services Manager
 Amanda Knibbs, IT Coordinator by video
 Paige Sawyer, Rural Business Advisor by video
 Wanda Waksdale, Administrative Assistant

Guests Shaun Koopman, Manager of Emergency Services, Strathcona Regional District by video

Public 13 members of the public. 7 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

None.

C. Approval of the Agenda

Fowler/Northcott: VOT 001/2024

THAT the Agenda for the January 2, 2024 Regular meeting of Council be adopted as presented.

CARRIED

D. Petitions and Delegations

None.

E. Public Input # 1

A member of the public commented on the Community Pier and Dock Project. The CAO noted that all of the Village's capital projects, including in the Community Pier and Dock Project, and its design, are posted on the Village's website.

A member of the public commented on the application to subdivide District Lot 443, NLD, Except Plan VIP69180 (PID 009-809-244). Staff clarified the ownership and location of parcel to be subdivided.

F. Adoption of the Minutes**1 Minutes of the Committee of the Whole Meeting held on November 29, 2023.****Northcott/Joseph: VOT 002/2024**

THAT the Committee of the Whole Meeting minutes of November 29, 2023 be adopted as presented.

CARRIED
1 "no vote" registered to
Councillor Elliott

2 Minutes of the Regular Council Meeting held on December 5, 2023.**Northcott/Fowler: VOT 003/2024**

THAT the Regular Council Meeting minutes of December 5, 2023 be adopted as presented.

CARRIED
1 "no vote" registered to
Councillor Elliott

3 Minutes of the Committee of the Whole Meeting held on December 12, 2023**Northcott/Fowler: VOT 004/2024**

THAT the Committee of the Whole Meeting minutes of December 12, 2023 be adopted as presented.

CARRIED
1 "no vote" registered to
Councillor Elliott

Rise and Report

1 At the December 5th, 2023 Closed Special Council Meeting Council approved extending the Master Standing Agreement with McElhanney; and

2 The CAO, on behalf of the Village, will submit a subdivision application to the approving officer to subdivide DL 443, Nootka Land District (PID 009-809-244).

H. Business Arising

None.

J. Council Reports

Mayor Davis

Councillor Joseph

Councillor Fowler

Councillor Northcott

Councillor Elliott

(No motion was made to receive Council Reports.)

K. Bylaws

None.

L. Correspondence

- December 5, 2023 email to Mayor Davis from Leanne Heppell, Chief Ambulance Officer, BCEHS Re: Positive changes in the delivery of pre-hospital & community paramedic care in your community.**
- 1**

- November 30, 2023 letter to Mayor Davis and Councillor Northcott from Honourable Jennifer Whiteside, Minister, Mental Health and Addictions Re: Follow-up on meeting with Tahsis Delegates at the UBCM 2023.**
- 2**

- December 8, 2023 email to Mayor Davis from Honourable Ravi Kahlon, Minister of Housing Re: New legislation to support local government housing Initiatives.**
- 3**

- December 14, 2023 Email to Councillor Fowler from Madison Stuart, NSW Coordinator Re: Press Release in the Campbell River Mirror and the Ha-Shilth-Sa newspaper.**
- 4**

- December 21, 2023 email from Bindi Sawchuk, Assistant Deputy Minister, Housing and Land Use Policy Division, Ministry of Housing Re: Ministry of Housing Capacity Funding Notification.**
- 5**

- November 29, 2023 email from Arte Guité, Arte Guite Consulting, Agent for BC Ministry of Forests Re: Draft Pest Management Plan for the Provincial Public (Crown) Lands in Southern and Coastal British Columbia.**
- 6**

Fowler/Northcott: VOT 005/2024

THAT these correspondence items be received.

CARRIED

M. New Business**1 Report to Council Re: Regional Grant Opportunities - Emergency Support Services****Fowler/Northcott: VOT 006/2024**

THAT this Report to Council be received.

CARRIED

Shaun Koopman, Manager of Emergency Services, Strathcona Regional District spoke to this UBCM Community Emergency Preparedness Fund grant.

Fowler/Northcott: VOT 007/2024

THAT as part of the Village of Tahsis ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2024 Emergency Support Services 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 Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

CARRIED**2 Federation of Canadian Municipalities (FCM) 2024-2025 Membership Renewal****Fowler/Northcott: VOT 008/2024**

THAT this invoice from the Federation of Canadian Municipalities for the Village of Tahsis' 2024-2025 membership be received.

CARRIED

The benefits of FCM membership including enabling the Village to apply for grants from FCM was discussed.

Fowler/Northcott: VOT 009/2024

THAT the renewal of the Village of Tahsis' 2024-2025 FCM membership be approved.

CARRIED**3 Report to Council Re: Draft Purchasing Card Policy**

Fowler/Northcott: VOT 010/2024

THAT this Report to Council and Draft Purchasing Card Policy be received.

CARRIED

The Director of Finance spoke to the purpose and content of the draft Purchasing Card Policy.

Fowler/Northcott: VOT 011/2024

THAT option # 1 be approved (to approve the Village's Purchasing Card Policy as presented)

CARRIED

1 "no vote" registered to Councillor Elliott

4 2024 Canada Student Jobs Grant Application

Fowler/Northcott: VOT 012/2024

THAT this Canada Student Jobs Grant application be received.

CARRIED

Mayor Davis spoke to this grant application .

Fowler/Northcott: VOT 013/2024

THAT this Canada Student Jobs Grant application be approved.

CARRIED

5 Travel Bursary for climate change and health community gathering in Nanaimo, January 24-25th.

Fowler/Northcott: VOT 014/2024

THAT the proposed resolution be received for consideration.

CARRIED

1 "no vote" registered to Councillor Elliott

Councillor Fowler spoke to her proposed resolution and responded to questions from Council.

Fowler/Northcott: VOT 015/2024

WHEREAS as Councillor Fowler has been awarded a Bursary to travel to Nanaimo for the January 24-25 Climate Change and Health Community gathering;

THEREFORE be it resolved for the Village Staff to book the accommodation for this event as Island Health has already agreed to cover the costs.

CARRIED

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

Public Input #2

A member of the public commented on the benefits of FCM (Federation of Canadian Municipalities) membership.

Two members of the public commented on inserts included with the Knights of Columbus Christmas Hampers.

Adjournment

Fowler/Northcott: VOT 016/2024

THAT the meeting be adjourned at 7:57 p.m.

CARRIED

Certified Correct this

16th Day of January, 2024

Chief Administrative Officer

From: Reception Account
Sent: January 2, 2024 8:35 AM
To:
Subject: FW: letter to Mayor and Council
Attachments: koc hamper councillor conduct.jpg; koc hamper councillor conduct 2.jpg

From: shawna gagne <shawnagagne@gmail.com>
Sent: Friday, December 29, 2023 1:18 AM
To: Reception Account <Reception@villageoftahsis.com>
Subject: letter to Mayor and Council

Dear Mayor and Council of the Village of Tahsis,

Thank You to the local resident who spoke up and alerted us about the misfeasance of Councillor and Deputy Mayor, Sarah Fowler. She was this year's coordinator for the Knights of Columbus Annual Christmas Food Hamper program for Tahsis. A local recipient was shocked and posted photos and this message to social media: *"We have been receiving Knights of Columbus hampers for many many years. Longer than Sara Fowlr has lived here! WHY is there advertising for votes included with these hampers?"*

In times of adversity and instability many individuals and families find themselves in need of assistance. Whether it be because of an illness, disability, unemployment, accident, fixed income, or the relentless surge in living costs; hard times can fall upon anyone. Recent reports underscore the growing number of Canadians resorting to food banks due to the prevailing financial strains.

The holiday season heightens the financial pressures and societal expectations. This is why the Knights of Columbus Annual Christmas Food Hamper is a program that residents are profoundly grateful to receive. Tahsis is not immune to these pressures and the food insecurities that often burden remote communities, again so many are thankful.

Unfortunately, the goodwill associated with this initiative has been compromised by the actions of this year's coordinator. Instead of preserving the pure intent of charity, she seized the opportunity to promote her small business food program, slipping in advertisements and even a flyer soliciting votes for her candidacy. Exploiting the platform by adding her municipal business card and a message falsely stating that the Village of Tahsis and/or the council is responsible for providing these hampers, not only steals the Knights of Columbus' limelight earned through decades of benevolence but also jeopardises their charity status.

Such conduct is not only unacceptable and disrespectful but also a betrayal of the charity's credibility and nobility; tarnishing their reputation. This is not merely a novice error but a violation of the public trust. A beginner's mistake followed by a genuine apology might be forgivable, but the lack of remorse and accountability exhibited by this elected official in her second term, is disturbing.

Given how frequently Councillor Fowler boasts about her accomplishments, training, and meetings she has attended, it is expected that she comprehends the privileged nature of holding an elected office and recognizes the associated responsibilities and obligations as a public servant. She has even gone so far as to publish her certificates in the council minutes and she routinely itemizes all her activities from the preceding week which she reads like a diary in her report to council. It is imperative to underscore that the role is not intended to subsidize personal interests at the taxpayers' expense, and it does not confer any form of arbitrary authority.

It is embarrassing to think that she represents our village at all the meetings she attends not only as a councillor but also as the Deputy Mayor. One of her numerous board seats is with the Union of BC Municipalities, they provide advice and training for local government officials plus they promote good governance, transparency, professionalism, and they created the Community Charter in which municipalities follow.

This lack of accountability (of mayor, councillors and other people in roles of authority) extends beyond the recent incident. Fowler has displayed a pattern of dishonesty, defamation of residents, manipulation of situations to her advantage, even undermining a fellow councillor and constituents who voice concerns for the community. Such behavior contradicts the principles of transparency and accountability that are foundational to effective governance. Her dismissive attitude towards rules and her belief in bending them for personal gain further erode trust in her leadership. This is the same person that said; *"Easier to ask forgiveness than permission"*, *"Rules are meant to be broken"*, *"The majority rules"*, and *"I govern a dying town"*.

The issue of questionable financial practices has come to light, including what appears to be triple-dipping the transportation expenses of the Good Food Box, a program administered by Greenways Land Trust. She refers to the program as the Tahsis Buyers' Club, her small business. The Village of Tahsis sponsors Councillor Fowler's yearly fuel expenses, despite her already charging a fuel surcharge to clients and Greenways covering transportation costs. The complex web of expenses becomes increasingly difficult to decipher, especially when other volunteers often bring the boxes to Tahsis for her.

This latest incident casts a shadow over the entire council, with the Mayor and Councillors seemingly condoning such unethical behavior by funding her and dismissing any questions and concerns raised by residents. The council seems to be uniting in a patronizing stance towards residents, asserting that they do not require input from constituents, that they don't deem it necessary to consult about projects and are solely responsible for making decisions on our behalf. This fosters an environment where such conduct is tolerated, widening the gap between council and residents further. The need for accountability and ethical conduct in public service cannot be overstated, and it is our collective responsibility to uphold the values that define us as a community.

What steps will Council take to correct this infraction? How will you restore public trust in the entire Council?

* see attached photos of the materials that were included in the charity hamper.

Sincerely,

Shawna Gagné

Tahsis Resident

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council
From: Chief Administrative Officer
Date: January 8, 2024
Re: Appointment of Fire Chief and Emergency Preparedness Coordinator

PURPOSE OF REPORT:

To inform Council on the appointment of Kyle Wilkinson, as Fire Chief and Emergency Preparedness Coordinator effective January 15, 2024.

BACKGROUND:

Kyle has a 20 plus year career in para-medicine and fire services in Ontario and Alberta. He has extensive training in all aspects of emergency preparedness and response including training through the U.S. Department of Homeland Security. His appointment, as per the Fire Protective Services and Regulation Bylaw, No. 621, 2019, is effective January 15, 2024. With the Fire Chief appointment comes the authorities under s. 66 of the *Community Charter* and the *Fire Services Act* to serve as a Local Assistant to the Fire Commissioner.

POLICY/LEGISLATIVE REQUIREMENTS:

1. Fire Protective Services and Regulation Bylaw No. 621, 2019
2. *Community Charter, SBC 2003, ch. 26*
3. *Fire Services Act, RSBC 1996, ch.144*

Respectfully submitted:



Mark Tatchell, CAO

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: M. Tatchell, Chief Administrative Officer
S. Koopman, Manager of Emergency Services

Date: January 16, 2024

Re: **Regional Grant Opportunity – Emergency Support Services**

PURPOSE OF REPORT:

To consider a regional grant application to the Community Emergency Preparedness Fund February 2024 Emergency Operation Centre (EOC) program from the Union of BC Municipalities (UBCM). This application would be in partnership with the Strathcona Regional District and other municipal and First Nation entities in order to provide funding for the Village's Fire Chief / Emergency Program Coordinator to work an extra one day per week on the Village's emergency planning and emergency operation centre training portfolio.

OPTIONS/ALTERNATIVES

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

Staff recommends **Option 1** in order to pursue an external funding opportunity

BACKGROUND:

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. The intent of this funding stream is to support eligible applicants to build local capacity through the purchase of equipment and supplies required to maintain or improve an EOC and to enhance EOC capacity through training and exercises. Eligible applicants can submit one application per intake, or as a partnering applicant in a regional application. It is proposed that the SRD will be the primary applicant in a regional application with the Village of Tahsis as a partner applicant. The deadline submission for this grant is February 28, 2024. In order to be considered as a partner, the Village of Tahsis is required to submit a Council Resolution that clearly states that they authorize the SRD to receive and manage the funds on behalf of the Village of Tahsis.

POLICY/LEGISLATIVE REQUIREMENTS:

Section 2(3)(b) of BC Reg.380/95 (*Local Authority Emergency Management Regulation*) states that a local authority must prepare or cause to be prepared local emergency plans respecting preparation for, response to, and recovery from emergencies and disasters. The response to and recovery from emergencies and disasters is coordinated by the Emergency Operations Centre.

FINANCIAL IMPLICATIONS:

The grant is 100% fully funded.

RECOMMENDATION:

1. THAT the report from the Chief Administrative Officer be received.
2. THAT as part of the Village of Tahsis ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2024 Emergency Operation Centre 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 Strathcona Regional District submitting an application on their behalf, and that if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.

Respectfully submitted:



Mark Tatchell
Chief Administrative Officer