



AGENDA

**Regular Meeting of the Village of Tahsis Council
to be held on March 5, 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**
Join the Village of Tahsis Microsoft Teams Meeting
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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 No late items.

C. Approval of the Agenda

D. Petitions and Delegations 1 **Brenda Lenahan Re: Opportunities for the Village to take action towards a more accessible and inclusive village.**

E. Public Input # 1

F. Adoption of the Minutes

- 1 **Minutes of the Committee of the Whole Meeting held on January 30, 2024.**
- 2 **Minutes of the Committee of the Whole Meeting held on January 31, 2024.**
- 3 **Minutes of the Committee of the Whole Meeting held on February 6, 2024.**
- 4 **Minutes of the Regular Council Meeting held February 6, 2024.**
- 5 **Minutes of the Committee of the Whole Meeting held on February 13, 2024.**

G. Rise and Report		At the February 6, 2024 Closed Council Meeting Council approved an amendment to the lease agreement for use of the former Woodshop on Lot 1, Plan 24550 for use as the Tahsis Fire Hall between the Village of Tahsis and the Board of School Trustees of School District 84 to include an annual payment of \$5000 per year with a 2% annual increase.
H. Business Arising		None.
J. Council Reports	1	Mayor Davis
	3	Councillor Fowler
	3	Councillor Northcott
K. Bylaws	1	Fees and Charges Amendment Bylaw No 661, 2024 1st 2nd and 3rd Readings
	2	Solid Waste Management Amendment Bylaw 665, 2024 1st 2nd and 3rd Readings
	3	Zoning Amendment Bylaw No. 660, 2023 Re: Tiny home and RV permanent Residency- Rugged Mountain Road. Adoption
L. Correspondence	1	Letter from Mrs. M McCrae to Mayor and Council Re: Clear cutting in B.C.'s Watersheds.
	2	February 19, 2024 email from Stephanie Olson to Mayor and Council Re: Village Flower Boxes.
	3	February 17, 2024 email from Shelly Johnston to Mayor Davis Re: Flood Wall Concerns.
	4	Councillor Meggan Joseph resignation from Village of Tahsis Council effective February 16, 2024.
	5	January 9, 2024 email from the City of Port Alberni regarding resolutions for consideration by delegates at the AVICC 2024 AGM and Convention.
	6	February 23 email from Elaine Popove Re: News- SRD receives \$400,000 to support climate adaptation and disaster risk reduction projects.
	7	Invitation from DFO to Consult on the 2024 Marine Finfish Aquaculture Licence Reissuance and Conditions.
M. New Business	1	Appointment of Chief Election Officer and Deputy Chief Election Officer
	2	Report to Council Re: Steep Slope Hazard Development Permit request for 592 Cardiac Climb.

- 3 AVICC Association of Vancouver Island and Coastal Communities Conference- April 12-14th, 2024 in Victoria.**
- 4 Email from John Gauthier, Tourism and Marketing Officer, Nis' Mass Master GP Ltd., Mowachaht/Muchalaht First Nation re: letter in support for the Mowachaht/Muchalaht First Nation Historical Site Marker Project.**
- 5 Report to Council Re: Regional Collaboration Opportunity - Indigenous Engagement Requirements**
- 6 Campaign Signs on Village Property in the 2024 By-Election**
- 7 Report to Council Re: Procurement of Fire Engine**
- 8 Report to Council Re: Gym Heater Repair in the Tahsis Recreation Center**
- 9 Report to Council Re: Regional Grant Opportunity -Disaster Risk Reduction/ Climate Adaption.**

Public Input # 2

O. Adjournment

From: Reception Account
Sent: February 26, 2024 8:44 AM
To:
Cc:
Subject: FW: Delegation to Council

Follow Up Flag: Follow up
Flag Status: Flagged

From: Brenda Lenahan <brendalenahan@gmail.com>
Sent: Saturday, February 24, 2024 7:37 PM
To: Reception Account <Reception@villageoftahsis.com>
Subject: Delegation to Council

Hello!

I am writing to request an opportunity to present to the council at the next council meeting.

I have recently been appointed to the SRD Accessibility Committee and would like to share some concrete and tangible ideas with the mayor and council regarding opportunities for the village to take action towards a more accessible and inclusive village. These actions are all within the authority of the village and include:

- incorporating principles of access, inclusion and universal design into all current and future project plans
- incorporating principles of access and inclusion into village policies including employee policies, operational procedures and village programs (eg recreation, child care)
- incorporating principles of access and inclusion into emergency planning

I am the solo person that is requesting to present to council.
Please let me know if you need anything else from me.

Thank you

Brenda Lenahan
250.344.1206
589 Cardiac Climb
Tahsis, BC V0P 1X0



Minutes

Village of Tahsis

Meeting	Standing Committee on Code of Conduct Enforcement
Date	January 30, 2024
Time	1:00 p.m.
Place	Municipal Hall - Council Chambers and by electronic means

Present

Mayor Martin Davis
Councillor Sarah Fowler
Councillor Cheryl Northcott

Staff

Mark Tatchell, Chief Administrative Officer
Janet StDenis, Corporate Services Manager
Wanda Waksdale, Administration Assistant
Paige Sawyer, Rural Business Advisor

by video

Public

1 member of the public.

Call to Order

Mayor Davis called the meeting to order at 1:01 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

Northcott: COW 0007/2024

THAT the Agenda for the January 30, 2024, Standing Committee on Code of Conduct Enforcement meeting be adopted as presented.

CARRIED

**M. New
Business**

1 Standing Committee of Code of Conduct Enforcement Terms of Reference

Northcott: COW 008/2024

THAT the Standing Committee of Code of Conduct Enforcement Terms of reference be received.

CARRIED

Northcott: COW 009/2024

THAT the Standing Committee of Code of Conduct Enforcement Terms of Reference be approved.

CARRIED**2 Discussion regarding options for Code of Conduct Enforcement****Northcott: COW 010/2024**

THAT the Standing Committee of Code of Conduct Enforcement engage in a discussion on Code of Conduct Enforcement options.

CARRIED

The CAO reviewed the objectives and scope of the Standing Committee Code of Conduct Enforcement. The challenges and limitations of enforcing a code of conduct were discussed. The committee agreed that enforcing behavioral norms is difficult under when the current statutory regime.

Council member compensation was discussed as a means to address meeting attendance compliance.

The Committee requested staff to review compensation bylaws of other local governments for examples of using compensation to reward or sanction meeting attendance /absence.

Northcott: COW 011/2024

THAT public input be permitted.

CARRIED**Public Input**

A member of the public commented on mandatory meeting attendance.

3 The Standing Committee on Code of Conduct Enforcement meeting dates.**Northcott: COW 0012/2024**

THAT the next Standing Committee of Code of Conduct Enforcement meeting will be held March 5, 2024.

CARRIED**Adjournment****Northcott: COW 0013/2024**

THAT the meeting adjourn at 2:37 p.m.

CARRIED

Certified correct this
5th Day of March 2024

Corporate Officer



Minutes

Village of Tahsis

Meeting	Committee of the Whole - Budget Meeting #4
Date	January 31, 2024
Time	1:00 p.m.
Place	Municipal Hall - Council Chambers and by electronic means

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

Staff	Mark Tatchell, Chief Administrative Officer	
	Adia Mavrikos, CPA, CA, Director of Finance	by video
	Janet StDenis Corporate Services Manager	by video
	Lauren Roth, Finance and Administrative Assistant	by video
	Wanda Waksdale, Administration Assistant	
	Paige Sawyer, Rural Business Advisor	by video

Public	1 member of the public.
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Call to Order

Mayor Davis called the meeting to order at 1:00 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 0014/2024

THAT the Agenda for the January 31, 2024 Committee of the Whole meeting be adopted as presented.

CARRIED

H. Business Arising	1	2024-2028 Financial Plan/ Budget Meeting #4
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Fowler: COW 0015/2024

THAT this presentation be received.

CARRIED

The Director of Finance reviewed the following topics: changes to the 2024 operating budget since the last meeting, options to reduce the budget deficit, proposed utility rate increases; changes to the 2024-2028 Capital Plan and BC Assessment's 2024 Completed Roll.

Fowler: COW 0016/2024

THAT public input be permitted.

CARRIED

A member of the public commented on utility rate user fees and tax multipliers.

Council provided direction to staff to undertake the following: reduce the Rec Center Budget by \$25,000; to increase both the residential and commercial water rates by 5%, sewer rates by 10% and the solid waste rates by 5% and increase the municipal taxes by 8.25% which includes a 3% tax increase for General Capital reserves transfers.

Staff was directed to draft a reserve policy.

Adjournment**Fowler: COW 0017/2024**

THAT the meeting adjourn at 3:27 p.m.

CARRIED

Certified correct this
5th Day of March ,2024

Corporate Officer



Minutes

Village of Tahsis

Meeting	Committee of the Whole Meeting Minutes
Date	February 6, 2023
Time	10:00 a.m.
Place	Municipal Hall - Council Chambers and by electronic means

Present	Mayor Martin Davis Councillor Sarah Fowler Councillor Cheryl Northcott	
Absent	Councillor Meggan Joseph	
Staff	Mark Tatchell, Chief Administrative Officer Adia Mavrikos, CPA, CA, Director of Finance John Manson, P.Eng., Municipal Engineer Alisa Vanderberg, Director of Public Works Janet StDenis Corporate Services Manager Lauren Roth, Finance and Administrative Assistant Wanda Waksdale, Administration Assistant Paige Sawyer, Rural Business Advisor	by video by video by video
Guests	Mark DeGagne, MSc, P.Eng., Water and Wastewater Facilities, Business Lead, McElhanney Ltd. Dwayne Cybak, P.Eng. McElhanney Ltd. Destry Glover, P.Eng., Project Manager, McElhanney Ltd. Stacey Lick, Asset Management Specialist, McElhanney, Ltd.	by Video by video- left 11:52 by video by video
Public	1 member of the public.	

Call to Order

Mayor Davis called the meeting to order at 10:00 a.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**Northcott: COW 0018/2024****THAT** the Agenda for the February 6, 2024 Committee of the Whole meeting be adopted as presented.**CARRIED****H. Business
Arising****1****Tahsis Wastewater Treatment Reconfiguration and Upgrade Project -
Invitation to Tender****Northcott: COW 0019/2024****THAT** the Invitation to Tender and related information be received.**CARRIED**

Mark DeGagne provided an overview of the scope of Tahsis Wastewater Treatment System Upgrade Project (Phase 1).

The reconfiguration of the new wastewater treatment system and upgraded assets and services were described.

The tendering process was explained along with the financial implications for optional items. There was a discussion regarding which items in the tender should be optional or mandatory.

Northcott: COW 0020/2024**THAT** public input be permitted.**CARRIED**

A member of the public commented on item #13 (the backup generator) in the draft Offer to Tender to which staff responded. Other items of the Tahsis Wastewater Treatment System Upgrade Project including the financial impact on municipal property taxes were discussed.

The Director of Finance reminded Council that part of the Village's contribution would come from long-term borrowing as per Loan Authorization Bylaw no. 653, 2022.

Northcott: COW 0021/2024

THAT Council approve the draft Invitation to Tender with all items mandatory except items 15 and 16 (which will be optional) and the description of item number 5 changed from demolition to decommission and proceed to post on BC Bid.

CARRIED

2 Village of Tahsis Asset Management Plan

Northcott: COW 0022/2024

THAT the Village of Tahsis Asset Management Plan be received.

CARRIED

An overview of the final Asset Management Plan was presented to Council. Topics included: asset management maturity assessment, purpose of the plan, asset classes studied, levels of service, life cycle management plan risks and a financial summary of the forecasted funding required to provide the services covered in this plan.

Northcott: COW 0023/2024

THAT Council approve the Village of Tahsis Asset Management Plan.

CARRIED

Adjournment

Northcott: COW 0024/2024

THAT the meeting adjourn at 12:19 p.m.

CARRIED

Certified correct this
5th Day of March 2024

Corporate Officer



Minutes

<u>Meeting</u>	Regular Council Meeting
<u>Date</u>	February 6, 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**

Staff Mark Tatchell, Chief Administrative Officer
 Adia Mavrikos, CPA, CA, Director of Finance **by video**
 John Manson, P.Eng. Municipal Engineer
 Janet StDenis, Corporate Services Manager **by video**
 Lauren Roth, Finance and Administrative Assistant **by video**
 Paige Sawyer, Rural Business Advisor **by video**
 Wanda Waksdale, Administrative Assistant

Public 16 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 0043/2024

THAT the Agenda for the February 6, 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 Zoning Amendment Bylaw 660,2023 and the project options for the remaining Rural Dividend Program grant funds.

There were comments made with respect to a Council member's residential status, involvement with the Good Food Box Program and 2022 election platform.

A member of the public commented on the Village of Tahsis Indemnity Bylaw No. 347, 1993.

F. Adoption of the Minutes

1 Minutes of the Committee of the Whole Meeting held on January 16, 2024.

Fowler/Northcott: VOT 0044/2024

THAT the Committee of the Whole Meeting minutes of January 16, 2024 be adopted as presented.

CARRIED

2 Minutes of the Regular Council Meeting held on January 16, 2024.

Fowler/Northcott: VOT 0045/2024

THAT the Regular Council Meeting minutes of January 16, 2024 be adopted as presented.

CARRIED

3 Minutes of the Committee of the Whole Meeting held on January 17, 2024.

Northcott/Fowler: VOT 0046/2024

THAT the Committee of the Whole Meeting minutes of January 17, 2024 be adopted as presented.

CARRIED

4 Minutes of the Public Hearing held on January 23, 2024.

Northcott/Fowler: VOT 0047/2024

THAT the Public Hearing Meeting minutes of January 23, 2024 be adopted as presented.

CARRIED

Rise and Report

None.

H. Business Arising

1 Report to Council Re: Rural Dividend Program Grant - Project Options

Northcott/Fowler: VOT 0048/2024

THAT this Report to Council be received.

CARRIED

The CAO provided the background on the Rural Dividend Program Grant. Four options for the remaining funds along with the pros and cons of each option were presented.

Council members spoke to their preferred project option(s). A discussion followed.

Davis/

THAT option #1 be approved (retain a professional forester to research and prepare a management plan for the Community Forest Agreement, in concert with the Mowachaht/ Muchalaht First Nation and the Ministry of Forests).

FAILED

Fowler/Northcott: VOT 0049/2024

THAT option #4 be approved (to create a full-time Economic Development Officer position for a 2 year period).

CARRIED

**1 "no vote" registered to
Councillor Joseph.
1 "opposed vote"
registered to Mayor
Davis.**

- 2 Councillor Fowler Re: Resolution for submission to the AVICC by the February 7th, 2024 deadline.**

WHEREAS climate change modeling showcases water temperature in salmon bearing streams is an indicator of the carrying capacity of this keystone species; and

Whereas cold water Refuge is a predictor of early survival in juvenile salmonoids;

BE IT RESOLVED to advocate to prioritize habitat health study and understanding of interconnected ecosystems of the Pacific wild salmon; and

BE IT FURTHER RESOLVED that the AVICC receive by the February 7, 2024 deadline for motions to be accepted as Coastal Communities and First Nations are leading on this knowledge gathering and sharing.

Fowler/Northcott: VOT 0050/20024

THAT this resolution be receive for consideration.

CARRIED

Councillor Fowler spoke to her resolution.

Northcott/Fowler: VOT 0051/20024

THAT this resolution be approved.

CARRIED

J. Council Reports

Mayor Davis (written)

I recently had a very productive online meeting with our MLA, Michele Babchuk, where we discussed issues of concern to our community such as roads, infrastructure issues, economic development, grants, even toxic grievance politics and its impacts on civil discourse, as it is an issue everywhere these days.

We have an excellent meeting with Ministry of Forests where discussions regarding our proposed community forest, as well as First Nation engagement and collaboration are ongoing. Our next step would be to engage the services of a professional forester, using LIDAR data to quantify what resources are present in the Tahsis River drainage and how best to utilize them in a sustainable fashion while rebuilding our salmon populations, which continue to suffer impacts from previous clearcut logging and its long term effects. The recently announced Salmon Parks funding by the federal government will help to guide and inform our planning and execution of this. Changes are in the works at the provincial level which should help us in realizing our goals.

At the regional district level, we have recently enacted a housing service which will assist us in receiving grants to help provide affordable housing in our region.

I would remind our citizens that now is the time to be using Firesmart practices. This includes removing dead and flammable materials from around our houses in anticipation of another dry summer. Be forewarned that most houses that burn in wildfires do so because flammable materials are either growing by or are stored under the eaves of houses. Once sparks from a wildfire start burning under the eaves, the house is quickly lost as the fire travels into the attic. This is the main lesson learned from catastrophic fires that have occurred in the last several years.

I am happy to announce that Coal Creek Roasters will be expanding their business by moving to a larger space in the building formerly occupied by Sally's Place. In turn, I wish Sally and Bill well and thank them for providing so many excellent meals over the years.

I find it quite disturbing that recent information released by the Department of Fisheries and Oceans showed massive waste of salmon bycatch from offshore groundfish trawlers. Trawlers threw away over 28,000 salmon in a five month period, including 93% of the total Chinook caught on this coast. With a change in the rules this could have been a commercial catch and not wasted.

Phase 2 of the flood control project, that being the raising of the wall to accommodate a 1 in 200 year scale flood event, is now substantially completed. Total cost was \$1.3 million dollars and is 100% paid for by grants. This includes the stairway access over the wall and trail improvements behind the wall. Phase 3 is still pending and is planned as a lower extension of the lock blocks south, along with a gravel berm past the old sewage plant to Head Bay Road.

Today we had a meeting to receive our grant-funded asset management plan. This allows us to assess key infrastructure and upcoming maintenance costs down the road. It will help us to better target and justify our grant applications in future.

On January 24th, the BC Supreme Court removed Doug Elliott from office and ordered him to pay the Village's legal costs of \$4000.

There is plenty of room for reasoned and impassioned discourse at Council meetings, but discussions need to be based on facts and should not be reduced to smear campaigns using lies to bully and intimidate. The events since the last election have all been a huge waste of time and money and are a stain on this community, given that it has played out on the provincial and national stage. This has taken a toll on staff and Council while limited Village resources would be better spent trying to improve this community by doing the jobs we were elected and employed to do. Defending against it has been necessary, as democracy needs truth and integrity to be effective.

It also takes work, which includes attending meetings. I hope the coming byelections produce candidates that can not only follow these basic principles, but honestly want to effect positive change in this community. Political decision making requires use of facts and staff expertise to make the best decisions possible with the money that is available. Most decisions are not black and white and involve compromise. Not everybody is always happy about it, myself included. But I believe I speak for our citizens in saying that toxic behaviour is completely unacceptable, on either side of this table.

Having said all that, we now have two positions open on Council, with the byelection probably happening in May. We have had to go out of the community to find a Chief Election Officer as none of our staff are willing to put up with the abuse that occurred during the last election cycle. An unfortunate reality, but completely understandable.

I would like to finish my report by thanking Councillor Meggan Joseph for her time served on Council. I appreciated her thoughtfulness and insights as Councillor. I supported her remaining on council if she chose to do so as I know that she has the best interests of the community at heart. But I also understand her decision and will say that I am sad to see her go. I wish her and her family all the best.

Councillor Joseph (verbal report)

OK, so I hope this report finds everyone well in Tahsis.

I've taken a lot of time and considered my options very carefully.

Today announced to you all that I intend on resigning from my position on Council, likely effective the end of this month, though I've not had the opportunity to submit my written resignation, I intend to do so this week.

Given the timing, I would like to take part in the budget meeting and the meeting at the end of this month.

I feel my voice is valuable.

However, I'm willing to do what's best for the community.

I'd like to apologize to the many of you who voted for me and took the time out of their days to email me and ask me to stay.

I'd like to let you all know that this is in the best interest of Tahsis and myself, though I feel like can uphold my responsibilities here at this table, I cannot morally stay in this position being that I am no longer in Community.

I know many of you know what I've done there, and I intend to take part when I'm there.

What this community and families of Tahsis need is someone who is there, someone who can stand for the members of the community, someone who can be transparent and open minded when this coming by election comes. I hope everyone will consider their vote seriously.

I hope to see a great turn out, new ideas, positivity, financial awareness and a passion for our communities and making relationship stronger with the Mowachaht/Muchalaht people.

To the negative people, I hope you can see the damage you have done within the community and creating a division and hostility.

We are grown ups with different opinions and that's OK.

It's OK to agree to disagree.

It's also important to hear one another out and make educated opinions.

I would also like to remind people that there's always two sides to every story, and I'm thankful to have been able to take the time to hear everyone's thoughts and concerns who have approached me and I encourage everyone else to do the same.

Thank you for allowing me this opportunity and thank you to all those who make tasks as such an incredible place and the Members of this Community who always step up and volunteer endlessly.

Thank you to all the staff who make the things happen.

All my love to Tahsis and its members.

I'll be home again someday.

Thank you, Councillor Joseph.

Councillor Fowler

Councillor Joseph's decision to resign is an unfortunate opportunity cost for this community and her service will be missed by many. The various forms of contributions, over years and decades, most recently, PAC events like last year's spring bazaar were enriched greatly by her families presence. When she can come home for a visit, we will plan a Big and Small reunion playtime by the sea. Thank you for your time.

Submitted respectfully

Councillor Fowler

Attachment #1 Participant Program - Climate Change & Health Community Gathering

Attachment #2 Xwulqw'selu/Koksilah Watershed Planning Newsletter

Attachment #3 Systems Thinking- Reframing Structures for Planetary Health

Attachment #4 Guiding Questions for Feedback for the Community Story

Attachment #5 VICC-CL Presentation Flow

Councillor Northcott (verbal report)

I just want to thank Meggan for being part of this council. Her voice, *your* voice, Meggan was always wise, thoughtful, and welcome. You were a very valuable member of this council and I am very sad to see you go, but I understand. And, the only other thing that I have to say is that I'm back on the Vancouver Island Regional Library Executive Committee by acclamation.

Fowler/Northcott: VOT 0052/20024

THAT the Council Reports be received.

CARRIED

K. Bylaws

- 1 **Zoning Amendment Bylaw No. 660, 2023 Re: Tiny home and RV permanent Residency- Rugged Mountain Road.
3rd Reading**

Northcott/Fowler: VOT 0053/2024

THAT Zoning Amendment Bylaw No. 660, 2023 be received for consideration.

CARRIED

Northcott/Fowler: VOT 0054/2024

THAT Zoning Amendment Bylaw No. 660, 2023 receive a third reading this 6th day of February, 2024.

CARRIED

L. Correspondence

- 1 **January 10, 2024 email from Ryan Moore to Mayor and Council Re: Support, Opinion, Moral of the Story.**
- 2 **January 19, 2024 email from Mayor and Council from Vanessa Craig, Chair, Regional district of Nanaimo Re: Legislative Reform Initiative Update.**
- 3 **January 13, 2024 email to Mayor and Council from Shalan Kelly, BC Public Relations and Communications Adviser, BC Council, Girl Guides of Canada Re: Guiding Lights Across BC.**
- 4 **January 12, 2024 from Monica Cox, Assistant Deputy Minister, Partnership, Engagement and Legislation, Ministry of Emergency Management and Climate Readiness re: Emergency and Disaster Management Act Implementation- Indigenous Engagement Requirements Funding Program.**
- 5 **January 26, 2024 email on behalf of the District of Sicamous Council Re: Support for Bill-34.**
- 6 **January 24, 2024 letter from Mervyn Brown to Mayor and Council Re: Village of Tahsis Requirements under the Community Charter and the B.C Municipal Act.**

Fowler/Northcott: VOT 0055/2024

THAT these correspondence items be received.

CARRIED

Fowler/Northcott: VOT 0056/2024

THAT correspondence item #2 be pulled for discussion.

CARRIED

Correspondence Items Discussed

- L2 January 19, 2024 email from Mayor and Council from Vanessa Craig, Chair,
Regional district of Nanaimo Re: Legislative Reform Initiative Update.**

Councillor Fowler and Councillor Northcott spoke to this correspondence item.

Northcott/Fowler: VOT 0057/2024

THAT Staff be directed to send a letter of support to the Regional District of Nanaimo in support of this Legislative Reform Initiative.

CARRIED

M. New Business

None.

N. Public Input #2

There was a question regarding council procedure during and after a closed meeting to which the CAO responded.

A member of the public spoke about the importance of sport fishing to the Tahsis community and the current state of the dock.

A local resident congratulated Councillor Joseph for her work on Council.

Public Exclusion:

Northcott/Fowler: VOT 0058/2024

THAT this meeting is closed to the public in accordance with section 90 (1)(i) of the Community Charter: The receipt of advice that is subject to solicitor-client privilege, including communications for that purpose and 90 (1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

Recess:

Northcott/Fowler: VOT 0059/2024

THAT the Regular Council Meeting recess at 8:20 p.m. to go into the in camera meeting.

CARRIED

Reconvene:

Fowler/Northcott: VOT 0070/2024

THAT the Regular Council Meeting reconvene at 9:20 p.m.

CARRIED

Adjournment:

Fowler/Northcott: VOT 0071/2024

THAT the meeting be adjourned at 9:21 p.m.

CARRIED

Certified Correct this

5th Day of March, 2024

Chief Administrative Officer

Participant Program

Climate Change & Health
Community Gathering



A Joint Initiative by
Island Health &
Snuneymuxw First Nation



Contents

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Meet Our Leaders & Co-Leads	7
Meet Our Facilitators	8
Meet Our Advisory Committee	9
Social Events in the Area	10
Contact Information	(back of program)
Evaluation Survey	(insert)

**Please note: on Thurs, Jan. 25, photography and video footage will be taken at this Gathering, for documentation and promotional/educational purposes. If you do not wish to be photographed or appear in video footage, please confirm with our event coordinators.*

Climate Change & Health Community Gathering Program

Island Health and Snuneymuxw First Nation

Vancouver Island Conference Centre

**Wednesday, January 24th
and**

Thursday, January 25th, 2024

Our target audience includes local governments, First Nations and Métis communities. While leaders are welcome, our primary aim is to engage and empower dedicated staff actively working on climate change, health and/or water issues.

Purpose

To take a holistic approach to addressing climate impacts on health. To foster a safe, shared space for communities in the Island Health region to exchange their climate action-related stories, projects and programs, and learn from one another's experiences. And to strengthen regional partnerships and collectively enhance health and well-being in an inclusive, respectful environment.

Key Objectives

1

Marking an inaugural step in Island Health to shape a foundation for the new Healthy Environment Programs in Population and Public Health to support community health and climate resilience.

2

Island Health learning from communities about climate action already taking place, as well as learning about community needs related to climate health.

3

Communities coming together to share knowledge, strengthen existing partnerships, and form new ones.

4

Communities gaining insights from Island Health regarding the impact of climate on health in our region, and how the new programs may be able to support community climate health action.

Background

Climate change is one of the most significant health threats of the 21st century. In partnership with Snuneymuxw First Nation, Island Health is inviting participants to a Climate Change and Health Community Gathering. The event is deeply rooted in the connections between climate change and its impacts on the health of people and the environment, including water, soil, air and all communities of the natural world. This two-day gathering is the first step in developing a foundation for the new programs in Population and Public Health that will support community health and climate resilience by fostering healthy environments.

Our purposeful, more holistic approach to addressing climate impacts on health requires cross-sectoral partnerships and new approaches. It is supported by the B.C. Climate Preparedness and Adaptation Strategy (CPAS) mandate, which emphasizes the importance of developing a shared path to climate resilience with Indigenous peoples. We aim to strengthen equity and nurture collaboration between all communities and different sectors. While rural and Indigenous communities are on the frontline experiencing the changing environmental conditions, local First Nations also have a unique relationship to the land that can help strengthen our land stewardship, climate resilience and community health.

The event's foundation is based on the **Longhouse Healing and Learning Framework** of the Snuneymuxw, who are hosting the Gathering in their territory. The content also builds on the Snuneymuxw protocol, reflecting the health of the Nanaimo River through time, and recognizing the value in bringing together Western science, Indigenous knowledge and other ways of knowing.

Key theme: There is a wide range of interlinked climate-related issues threatening community health. Climate change may also exacerbate other cumulative health effects, such as the environmental pollution and loss of biodiversity. We aim to create awareness about climate-caused health threats but want to work primarily on supporting collaborative solutions, such as watershed co-governance. This event focuses on the linkages between water, climate change and health because the accumulating droughts pose a major threat to the health and well-being of our communities. Long-term droughts directly and indirectly impact drinking water, seafood safety, food security, biodiversity, flooding, etc.

Agenda - Day 1

Wed, Jan 24, 2024 - MORNING

8:00 am	Breakfast Elder Geraldine Manson <ul style="list-style-type: none"> • Prayer
9:00 am	Start of Gathering Nick Chowdhury, wi'la'mola Consulting <ul style="list-style-type: none"> • Opening words by Elder Lolly Good • Welcoming in Participants and Community Gathering Team Intention Setting with Cultural Safety <ul style="list-style-type: none"> ◦ (Nick, Sonora, Sharon) ◦ Protocols of Inclusion, Validation, Well Being and Freedom
9:30 am	Gathering Opening - Snuneymuxw First Nation and Island Health Dr. Reka Gustafson, Island Health and Chief Michael Wyse, Snuneymuxw First Nation <ul style="list-style-type: none"> • Providing insights and strategic direction for the Gathering. • Sharing on the healing and learning framework, curative learning, and healing environments.
10:00 am	Gathering Activity Sharon Marshall, DEVA Training & Staffing Solutions
10:30 am	Break
10:45 am	Rooting the Gathering in the River and Carving a New Path Dr. Paivi Abernethy, Island Health, Elder Geraldine Manson and Elder Sandra Good, Snuneymuxw First Nation <ul style="list-style-type: none"> • Envisioning shared paths towards the climate-resilient future. Exploring the impacts of climate change on human health and the environment. Developing programs to support community health and foster climate resilience by fostering healthier environments. • Understanding social-ecological complexities and cumulative health impacts of the Nanaimo River's well-being (Indigenous protocol).
11:15 am	Nutsamat kws yaay'us tu qa' — we come together as a whole to work together to be stronger partners for the watershed Chief Lydia Hwitsum, Cowichan Watershed Board <ul style="list-style-type: none"> • Collaborative governance structure to foster the health of the watershed and speak to the impacts and experience of working together.

Agenda - Day 1

Wed, Jan 24, 2024 - AFTERNOON

12:15 pm	Lunch Elder Geraldine Manson <ul style="list-style-type: none"> • Prayer
1:15 pm	Healthy Environments - Climate Change, Water and Health Panel Nuu-chah-nulth Warriors (youth leadership), Clam Garden Network (food security & environmental stewardship), Watersheds BC (shared path), We Wai Kai Sea Level Rise Project (climate adaptation), City of Nanaimo (cross-sectoral partnerships). <ul style="list-style-type: none"> • Questions and answer period for Gathering participants.
2:30 pm	Break and Visual Wall Jade Yehia, EJY Environmental Consulting
2:45 pm	Responding with Authenticity for Climate, Health, and Water in Our Communities Jade Chicorelli, Savannah Barratt and Pearce Jones, University of Victoria <ul style="list-style-type: none"> • Engaging with storytelling and group future visioning to connect climate action to well-being.
3:40 pm	Opportunities for Research Partnerships in Planetary Health Dr. Heather Castleden, University of Victoria <ul style="list-style-type: none"> • Exploring different ways to approach research
3:55 pm	Checking the Pulse Dr. Paivi Abernethy
4:00 pm	Closing of Gathering Day One Elder Geraldine Manson

Agenda - Day 2

Thur, Jan 25, 2024 - MORNING

7:30 am

Breakfast

Elder Geraldine Manson

- Prayer

8:30 am

Summary of Day One

Nick Chowdhury, wi'la'mola Consulting

- Opening welcome by Elder Geraldine Manson
- Welcoming everyone back to day two, overview of the activities and presentation of day one, reminder of our objectives.
- Introduction of the Advisory Committee.

9:00 am

Two Eyed Seeing - Western Science Combined with Traditional Knowledge

Alex Thomas and John White, Snuneymuxw

- History of cultural sites, climate-related issues & a holistic approach to health, and supporting the value and recognition of combining Western science and Indigenous knowledge.

9:30 am

Vancouver Island and Coastal Communities - Climate Leadership Plan

Mayor Michelle Staples, City of Duncan and

Deputy Mayor Sarah Fowler, Village of Tahsis

- Vancouver Island and Coastal Communities' current journey, and envisioning what we can do together as an Island Region to create healthier communities.

10:30 am

Break

10:45 am

Systems Thinking - Reframing Structures for Planetary Health

Nick Chowdhury and Sharon Marshall

- Guiding planetary/holistic approach to health and collaborative thinking to healing our relationship with the land.

11:30 am

Break Out Room Preparation for After Lunch

11:45 pm

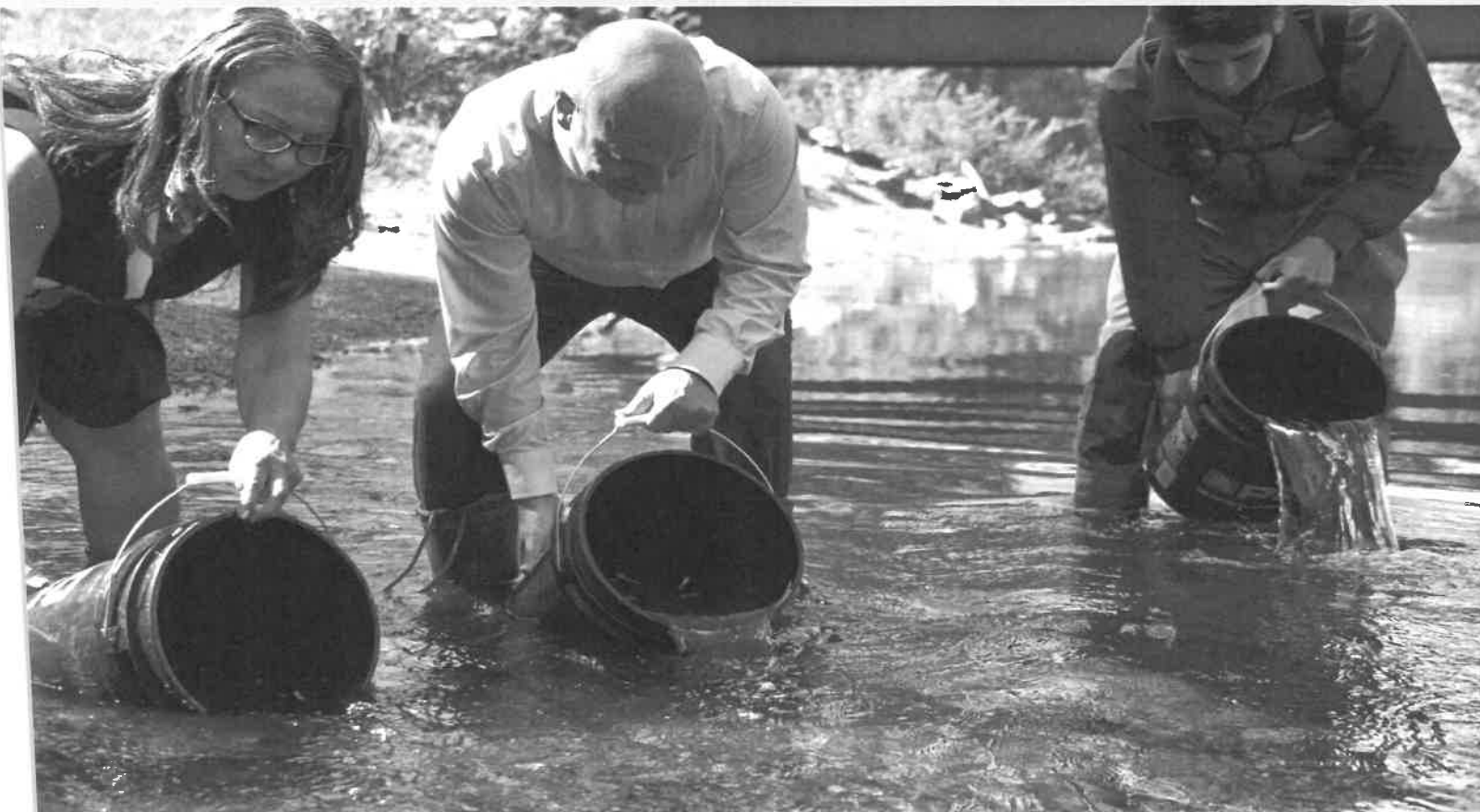
Lunch

Elder Geraldine Manson

- Prayer

Xwulqw'selu/Koksilah Watershed Planning NEWSLETTER

November 2023



We are getting started!

Welcome to the first newsletter of the **Xwulqw'selu (Koksilah) Watershed Planning Project**, a partnership between Cowichan Tribes First Nation and the Province of BC. Huy ch q'u (thank you) for reading!

We plan to publish bi-monthly to share what the various planning and advisory teams are learning, exploring, struggling with, and eventually proposing as solutions.

We will highlight new resources, studies, and other information guiding the work. We will seek your input on specific questions, and we always welcome your feedback and concerns. These newsletters will also be available at www.koksilahwater.ca.

About this Project

The Xwulqw'selu (Koksilah) Watershed Planning process formally began in May (see timeline on p.2) to help Cowichan Tribes and the Province realize their vision and priorities for a healthy watershed, healthy communities, and climate-resilient future, as articulated in the S-xats-thut tst ("We Agree") Agreement.

S-xats-thut tst is a government-to-government agreement that commits Cowichan Tribes and BC to work together to create a whole-of-watershed plan, drawing on both provincial legislation and Cowichan Tribes' laws and teachings. Eleven Quw'utsun teachings are embedded in the agreement. You can find "The 11 Teachings" brochure at koksilahwater.ca/resources.



Xwulqw'selu Watershed Planning Team with G2G Leaders
June 2023, Bright Angel Park

Message from the Planning Team

Hello everyone! We look forward to working with you over the next few years. We all recognize that there are no 'silver bullets' to fix the situation in the Koksilah watershed, or many other watersheds, *but* through the WSP process, we can develop, research and choose options that will redefine our future.

In future editions of the newsletter, we will bring updates from the Workstreams as we work with community members, knowledge holders, cultural advisors, industry, technical experts and others on topics relating to long term watershed sustainability, and developing options.

We will also let you know about events and ways to get involved or to learn.
Huy tseep q'u! (Thank you all)

Natasha Overduin
Jointly Appointed Executive Director
Xwulqw'selu Watershed Planning Process

Who are We?

This is a "Government to Government" (or G2G) process, meaning that two levels of government, Cowichan Tribes First Nation and the Province of BC, are sharing decision-making. **Diagram below.**

We are working hard to bring together representation from both decision-makers and those affected by decisions. Our tables include elected leaders, First Nations, Provincial staff, local people, and a facilitation team skilled at navigating hard conversations. What holds us together is captured in the historic S-xats-thut tst (We Agree) planning agreement described on p.1.

The day-to-day work (including this newsletter) is lead by a Planning Team comprised of:

- Jointly appointed Executive Director (Natasha Overduin, Compass Facilitation)
- Cowichan Tribes' Lead (transitioning)
- Provincial Lead (Devin Sullivan, Min. Land, Water and Resource Stewardship)
- Local advisors and support, Cowichan Watershed Board (Tom Rutherford, Jill Thompson)
- Super support staff!

Two advisory tables representing local interests and voices will provide input and advice throughout the process. (See p.4)



What have we done so far?

Discussions began between Cowichan Tribes and the Province in 2019 to explore a Koksilah “whole of watershed plan” in recognition of the poor current conditions, and poor outlook for this watershed. Three years of listening, learning, research, collaboration, and negotiation between the First Nation and the Province followed to establish how the two governments could share their respective legal authorities over watershed decisions. (See summary report at koksilahwater.ca.)

Feb 2020

An Interim Letter of Agreement was signed to “scope” what a co-governed approach could entail. Partnerships and collaborations are fostered.



Jan 2022

Scoping led to BC signing a Ministerial Order for a Water Sustainability Plan in the Koksilah. This creates a legal mandate for the planning process. This is the first planning process of its kind in BC!



May 12th 2023

The historic *S-xats-thut tst* (We Agree) planning agreement was signed by Chief Lydia Hwitsum and Minister Nathan Cullen in the Quw'utsun Cultural Centre. The event was accompanied by a feast with Quw'utsun elders, children, and community, Tzinquaw Dancers, and speeches.



May-June 2023

- Presented the freshly signed Planning Process at a Cowichan Watershed Board Speaker Night at VIU-Duncan.
- Participated in an online Koksilah Watershed Public Info Night (Zoom).
- Participated in a public Koksilah Watershed Meet & Greet at The HUB in Cowichan Station.
- Hosted the first Planning Team workshop.
- Hosted a “Fish, Farm and Forest” bus tour for the G2G partners to get them out in the watershed with community representatives.



July-Sept 2023

- Selecting membership for the Cowichan Community Guidance Group and Collaborative Community Advisory Table. Drafting workplans.

Oct-Dec 2023

- Presentations to Regional District, Agricultural meeting.
- Developing tools for communication (like this!)
- Cowichan Tribes Community Guidance Group in development. Collaborative Community Advisory Table holds its first full day meeting.



Sister Advisory Tables

Two community advisory tables have been established to provide input and advice to the development of the Watershed Plan over the next three years. We look forward to introducing the advisory table members in the next newsletter.

- 1) **Cowichan Tribes Community Guidance Group:** This group is under formation and will include elders, knowledge holders, and other community members to support the development of the plan in keeping with Quw'utsun teachings and ways of being.
- 2) **Collaborative Community Advisory Table:** This group is comprised of diverse watershed interests and sectors. They will meet quarterly to provide input and advice, and to help identify and evaluate options for land and water management, policy and legal measures.



Scenes from some of the 2023 Xwulqw'selu Watershed Planning events.
Huy tseep q'u to all the photographers!



Collaborative Community Advisory Table notes
Nov. 2023

Talk to us!

This is the beginning of a three-year process. We respect that everyone is busy, information overload is real, and your attention is an asset we don't want to waste! We also believe that this planning process can only succeed with significant community understanding and input.

So we'd love to hear:

- What do you want to be updated about?
- What other ways should we reach out that are easy for you, or the people you know?

Email the Planning Team anytime via Maya at
MayaGuttman@compassrm.com







Xwulqw'selu/Koksilah Watershed Planning
www.koksilahwater.ca

Systems Thinking - Reframing Structures for Planetary Health

Nick Chowdhury and Sharon Marshall

- **PURPOSE:** Guiding planetary/holistic approach to health and collaborative thinking to heal our relationship with the land.
- **ACTIVITY:** The Six Thinking Hats technique involves the use of metaphorical hats in discussions. Participants put on hats in turn, possibly more than once but not necessarily all of them, to indicate directions (not descriptions) of thinking. The color of each is related to a function:

Six Thinking Hats Summary

Hat	Characteristic	Thinking is...	Wear the hat by...	Focus on...
Blue 	Reflectivity	Focused on being cognizant about what thinking is necessary to navigate towards a viable solution	Thinking about thinking	Thinking (meta)
Green 	Creativity	Based on developing innovative solutions to problems	Looking for alternative solutions without restricting possibilities	Options
White 	Objectivity	Based on available information in the form of facts and figures	Taking an objective view of the available information	Data
Red 	Intuition	Based on emotions, doubts, intuition, and judgment	Relying on gut reaction to the situation	Feelings
Black 	Negativity	Focused on cynicism, devil's advocacy, and pitfalls	Pointing out all the flaws in a suggested course of action	Risks
Yellow 	Positivity	Focused on optimism, positive outcomes, and benefits	Highlighting the inherent worth and benefit of a decision	Value

Sources: United Nations (n.d.), DeBono Group (n.d.).

- **PROCESS:**

STEP-BY-STEP PROCEDURE

- 1) Choose a problem to frame the discussion. Determine which problem or issue you will use for the exercise.
- 2) Form a group of six participants. Divide large groups into subgroups of six.



3) Have each person choose one of six hats:

- Blue hat conducts the conversation, ensures that all perspectives are represented and the conversation moves forward
- Green hat is responsible for coming up with creative solutions and out-of-the box thinking (even irrational ideas) while avoiding mundane or obvious solutions
- White hat is responsible for looking at the situation objectively and avoiding emotions while focusing on the facts
- Red hat uses intuition, gut reactions, and initial impressions and shares thoughts without being overly analytical
- Black hat finds reasons why suggestions will not work and has a pessimistic outlook concerning all suggestions/solutions
- Yellow hat has an optimistic outlook and only focuses on the positive aspects of ideas

4) Share perspectives in the order determined by the blue hat (15 minutes). The blue hat takes on the facilitator's role and leads the group through the process of sharing their perspectives based on the color hat they are wearing.

- Each person takes turns providing a solution or perspective on the problem based on the color of their hat (approximately 2 minutes each).
- Each person listens attentively to the other perspectives.

5) Debrief with the team members. Discuss and document potential solutions based on perspectives that were voiced. Also, discuss the value of having different perspectives.

• **QUESTION:**

- How can we address the health impacts of climate change on water supply from different perspectives? Consider facts (White Hat), emotional responses (Red Hat), potential challenges (Black Hat), positive opportunities (Yellow Hat), creative solutions (Green Hat), and overall management strategies (Blue Hat).

Reflectivity

- cognizant about what thinking is necessary
- think about thinking.
- Focus on thinking.

Guiding Questions for Feedback for the Community Story

What is your overall impression of the community story?

What do you like most about your community's story?

Do you feel that the story as written accurately conveys the experiences of people in the community as shared for this project?

Do you have any suggested changes to the story to better represent the experiences shared to the project team?

Is there anything else you would like to share at this time?

Do you and any other key decision makers in your community approve the story to be published, pending any changes you suggest?

☐ Yes, I approve the story to be published. ☐ No, I do not approve the story to be published.

If you wish to see the story again, after changes have been made to it based upon your recommendations, please indicate that below.

Guiding Questions for Feedback for the Project Report
What is your overall impression of the project report?
Do you feel that the report as written accurately conveys the experiences of people in the community as shared for this project?
Do you have any other thoughts or questions you would like to share about the project report?
Guiding Questions for Feedback on the Project Stories Website
What is your overall impression of the project stories website?
Do you have any feedback that you wish to share with the project team related to the content, illustrated images, and highlighted quotes and themes on the project stories website (include link)?

Name:

Community:

Land use
water security
lens.

VICC-CL Presentation flow:

VICC CLP^{F4}
VICE AN
+ 51
- 46

1) Panel presentation (25-30 mins)

1. Michelle – open, background of VICC-CL and how it all started
2. Sarah – themes and goals, food security, what's happening in Tahsis
3. Katherine – UVic collaboration, CEA secretariat, regional staff peer network
4. Jessica – mental health and hope
5. Will – what's next for VICC-CL, 2024 climate summit
6. Michelle – close with a story of hope

RDN

reports · eco-anxiety
- peer network
unable to diagnose
not functioning
well
chronic stress

Advocate

2) Table breakouts (20-25 mins)

Hand out discussion questions to each table, collect at the end of session

Discussion questions

1. What is one thing you loved about this gathering that we can carry forward and build on as we plan our 2024 climate summit?
2. How can we work more collaboratively together on climate (cross-jurisdictionally, and Indigenous Nations with local governments)?
3. What are you working on in your own community that could be scalable to the Vancouver Island region and/or that others could learn from?

3) Mentimeter Poll (5 mins)

Question: What do you need to support collaborative climate action?

1/26

marmot
card

VICC-CL Presentation flow:

1) Panel presentation (25-30 mins)

1. Michelle – open, background of VICC-CL and how it all started
2. Sarah – themes and goals, food security, what’s happening in Tahsis
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3) Mentimeter Poll (5 mins)

Question: What do you need to support collaborative climate action?



Minutes

<u>Meeting</u>	Committee of the Whole Meeting Minutes
<u>Date</u>	February 13, 2024
<u>Time</u>	1:00 PM
<u>Place</u>	Municipal Hall - Council Chambers and by electronic means

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

Absent Councillor Meggan Joseph **by video**

Staff Mark Tatchell, Chief Administrative Officer **by video**
Adia Mavrikos, CPA, CA, Director of Finance **by video**
Janet StDenis, Corporate Services Manager
Paige Sawyer, Rural Business Advisor **by video**
Lauren Roth, Finance and Administrative Assistant
Wanda Waksdale, Administrative Assistant

Guests Giles Newman, CEO, GNCPI Ltd. **by video (1:10)**

Public 3 members of the public. **1 by video**

A. Call to Order

Mayor Davis called the meeting to order at 1:04 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

Northcott: COW 0025/2024

THAT the Agenda for the February 13, 2024 Committee of the Whole meeting be adopted as presented.

CARRIED

H. Business Arising**1 Village of Tahsis- Action Plan for the 2023 Strategic Economic Development Plan****Northcott: COW 0026/2024****THAT** the Village of Tahsis Action Plan for the 2023 Strategic Priorities be received.**CARRIED****Northcott: COW 0027/2024****THAT** public input be permitted at the end of the presentation.**CARRIED**

Giles Newman, CEO, GNCPI Ltd. spoke to the goals within each of the three strategic priorities (People and Investment , Employment Opportunities and Infrastructure) in the Village of Tahsis Strategic Economic Development Plan. The plan to achieve each goal including the actions, time frame, measurement and person responsible for each action was reviewed.

Public Input

Members of the public provided input on the Action Plan. Staff and Council responded to questions from the public.

Northcott: COW 0028/2024**THAT** the Village of Tahsis - Action plan for the 2023 Strategic Economic Development Plan be approved as presented.**CARRIED**

Attachment - Village of Tahsis - Action plan for the 2023 Strategic Economic Development Plan

Adjournment**Northcott: COW 0029/2024****THAT** the meeting be adjourned at 2:46 p.m.**CARRIED****Certified Correct this**

5th Day of March, 2024

Chief Administrative Officer

Village of Tahsis – Action Plan for the 2023 Strategic Economic Development Plan

This action plan is for use as an internal document to track delivery of the agreed actions that assist in the delivery of the Strategic Economic Development Plan.

It is important to note that since the plan was published in 2023 the following initiatives have been progressed:

- The newly agreed Canadian Coast Guard Marine Facility will bring employment opportunities, especially during construction phase;
- The finalized plans for the new Community Dock will also bring similar employment opportunities; and
- The new facility and business at the boat launch will also add to the increased tourism and other opportunities.

In addition, Council has agreed to encourage large development opportunities (such as the re-development of the former Maquinna Hotel, development of the former WFP mill site or IR 11 at the entrance to the Village) as they would be the most efficient way to galvanize the plan as all have significant growth opportunities attached.

The Action Plan is set out in detail below:

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
Strategic Priority #1: People and Investment					
Goal #1: Create a business/co-working hub to support a sub-community of remote workers, both existing and future.	1.1.1	Scope and design a co-working space within the Tourist Information Centre.	Paige Sawyer	04/30/24	Scoping document agreed by Council.
	1.1.2	Convene a group of interested business owners and other interested stakeholders to scope the co-working space technology, furniture and equipment needs. Use the existing REDIP grant and other grant funding to integrate the co-working space proposal into the Tourist Information Centre renovation project.	Paige Sawyer	03/29/24	Revised co-working space proposal included in Tourist Information Centre renovation project.
Goal #2: Establish municipal-based structures through which to promote economic development and provide opportunity for strategic partnerships.	1.2.1	Interact with the Tahsis Chamber of Commerce if requested to do so as part of ongoing meetings, etc.	Paige Sawyer	06/28/24	TBD once the existing Tahsis Chamber of Commerce is operational.
	1.2.2	Under the provisions of the Council Procedure Bylaw, Council to establish a Standing Committee for Business to interact with Mayor and Council and to develop a dialogue to enable the delivery and future development of the Strategic Economic Development Plan, along with the development and delivery of education and training opportunities to help local business owners to succeed.	Council	04/30/24	Standing Committee for Business established.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
Strategic Priority #1: People and Investment (continued)					
Goal #2: (continued) Establish municipal-based structures through which to promote economic development and provide opportunity for strategic partnerships.	1.2.3	Set terms of reference for the Standing Committee for Business including reporting, meeting schedule and objectives.	Council	04/30/24	Standing Committee for Business established.
	1.2.4	Consult with the Standing Committee for Business on long term planning and development initiatives including updates to the Official Community Plan and zoning bylaw amendments.	Council	Ongoing	Minutes of Standing Committee for Business and resulting actions.
	1.2.5	Use the Standing Committee for Business to represent the local business community in the North Island Digital Development Initiative and any other connectivity opportunities arising from Connected Coast.	Council/ Standing Committee for Business Members	Ongoing	Representation on North Island Digital Development Initiative confirmed.
Goal #3: Establish Tahsis as a prime tourism location on the West Coast of Vancouver Island, building on the world class fishing and access to unrivalled nature activities and recreation.	1.3.1	Interact with 4VI (Tourism Association of Vancouver Island), Destination Campbell River and other North Island tourism initiatives, as well as the Destination Marketing efforts of Mowachaht Muchalaht First Nation and develop co-strategies where possible.	Paige Sawyer	03/31/24 and ongoing	To be determined (TBD).
	1.3.2	Seek funding opportunities to develop a more formal Destination Marketing Plan.	Paige Sawyer	Ongoing	Destination Marketing Plan commissioned (and funding received).

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
Strategic Priority #2: Employment Opportunities					
Goal #1: Support investments in critical assets such as tourism infrastructure which will create both seasonal and year-round work.	2.1.1	Apply funding from the Rural Dividend Fund grant, REDIP program and other funding sources to create a new full time position for a local Economic Development Officer (at least two years' funding needed).	Mark Tatchell	05/30/24	Full-time Economic Development Officer position agreed and posted.
	2.1.2	Recruit to the new full-time position.	Mark Tatchell	07/31/24	Full-time Economic Development Officer position appointed.
Goal #2: Active consideration of how existing assets can be used, with community support, to develop local businesses or increase community revenues.	2.2.1	Use the existing infrastructure and networks (e.g. Tahsis Business Connect) to create a local Business Directory and provide structured opportunities for businesses to collaborate and cost share (e.g. Freight Sharing, etc.).	Paige Sawyer	03/31/24	Local Business Directory created.
	2.2.2	Use the new full-time Economic Development Officer position to hold regular clinics with business owners and provide the opportunity for dialogue and informing the agenda and scope of the Standing Council Committee for Business.	Paige Sawyer	Ongoing	Schedule for regular clinics created.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
Strategic Priority #2: Employment Opportunities (continued)					
Goal #3: Implement Community Forest and Aquaculture strategies to create jobs in community and with local partners, Mowachaht Muchalaht First Nation.	2.3.1	Develop a Community Forest feasibility plan in partnership with Mowachaht Muchalaht First Nation.	Mark Tatchell	03/31/25	Community Forest Feasibility Plan developed and signed off by Council.
	2.3.2	Work with local aquaculture businesses and First Nations to assess whether a local Aquaculture Strategy should be developed and implemented.	Mark Tatchell	03/31/25	Aquaculture Strategy developed and signed off by Council.
Strategic Priority #3: Infrastructure					
Goal #1: Paving of Head Bay Road, connecting Tahsis to the rest of Vancouver Island.	3.1.1	Create a working group to advance discussions on a long-term solution for funding for paving and long-term maintenance of Head Bay Road (to potentially include Village of Tahsis, Province of BC, Western Forest Products, Government of Canada and Mowachaht Muchalaht First Nation involvement).	Mark Tatchell/ Council	Ongoing	Working Group convened and operational.
	3.1.2	Regularly update residents on progress of the working group.	Mark Tatchell	Ongoing	Regular updates completed (no less than every 6 months).
	3.1.3	Build a coalition of road users (potentially to include Government of Canada, RCMP, BC Ambulance Service, Residents, etc.) to lobby the Province of BC to improve both capital investment in and ongoing maintenance of the Head Bay Road.	Council	Ongoing	TBD.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
Strategic Priority #3: Infrastructure (continued)					
Goal #2: Investment in key strategic assets that will make Tahsis a 'destination'.	3.2.1	Establish a Harbour Authority to be responsible for the new community dock and to set, collect and manage usage and moorage fees, etc., with an additional full- or part-time position to be considered to assist with collection and enforcement.	Mark Tatchell/ Council	Ongoing	Harbour Authority established and operational.
	3.2.2	Subdivide the parcel of land where the Tahsis Marine Centre and Post Office are located and sell at least part of the sub-divided asset.	Mark Tatchell	09/30/24	Plot sub-divided and sold.
	3.2.3	Develop a Building Permit and Development Permit seminar/workshop and regular online clinics for business owners to educate and inform on what is required for Building and Development Permits (site specific) and how to expedite them with Mayor and Council and, potentially, with the Province of BC.	Paige Sawyer/ Strathcona Regional District (SRD) Building Inspector/ SRD Planning Officer	05/30/24 and ongoing	First seminar/workshop held with ongoing program established.
Goal #3: Investment in additional housing options that will make Tahsis attractive to new residents.	3.3.1	Communicate to local residents information about the Property Maintenance Regulation Bylaw including the complaint and enforcement process.	Mark Tatchell/ SRD ByLaw Officer	09/30/24	Meeting held and literature developed.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
Strategic Priority #3: Infrastructure (continued)					
Goal #3: (continued) Investment in additional housing options that will make Tahsis attractive to new residents.	3.3.2	Set service standards for the Property Maintenance Regulation By-Law with the SRD to ensure prompt action on complaints.	Mark Tatchell/ SRD ByLaw Officer	09/30/24	Update to ByLaw agreed and published.
	3.3.3	Work towards establishing a plan for the waterfront/mill site with Western Forest Products and the Ministry of Environment and Climate Change Strategy.	Mark Tatchell/ Council	Ongoing	Plan developed and stakeholder group convened for discussion on long-term resolution.

Note: In total 24 actions identified.



VILLAGE OF TAHSIS

BYLAW NO. 661, 2024

BEING A BYLAW TO AMEND THE VILLAGE OF TAHSIS FEES AND CHARGES AMENDMENT BYLAW NO. 646, 2021

WHEREAS the Council of the Village of Tahsis wishes to amend the *Fees and Charges Amendment Bylaw No. 646, 2021* to change the annual fees under each of the following bylaws: *Water System Regulation Bylaw No. 644, 2021* and *Sanitary Sewer System Regulation Bylaw No. 645, 2021*, and to add fees payable under the *Solid Waste Management Bylaw No. 590, 2017*.

NOW THEREFORE, the Council of the Village of Tahsis, in open meeting assembled, enacts the following amendments to Fees and Charges Amendment Bylaw No. 646, 2021 as follows:

1. The *Fees and Charges Amendment Bylaw No. 646, 2021* is hereby amended:
 - a) by deleting the Schedule "P" Water System Services Fees Table and replacing it with the Schedule "P" Water System Services Fees Table in this Bylaw; and
 - b) by deleting the Schedule "Q" Sanitary Sewer System Services Fees Table and replacing it with the Schedule "Q" Sanitary Sewer System Services Fees Table in this Bylaw;
 - c) by adding Schedule "R" Solid Waste Management Fees Table.

Citation

This bylaw may be cited for all purposes as the “Fees and Charges Amendment Bylaw No. 661, 2024.”

Effective Date

This bylaw comes into force upon adoption.

READ a first time this 5th day of March 2024

READ a second time this 5th day of March 2024

READ a third time this 5th day of March 2024

Reconsidered, Finally Passed and adopted this XX day of March, 2024

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 661, 2024 duly passed by the Council of the Village of Tahsis on this XX day of March, 2024.

CORPORATE OFFICER

Schedule “P”

Water System Service Fees

Use of Land or Real Property	Annual Rate
Residential (single family dwelling, apartment suite, guesthouse, condominium, short term rental accommodation unit, mobile home. Rooming House, Bed and Breakfast unit)	\$420.00
Mobile Home Park per serviced pad	\$420.00
Hotels and Motels	\$420.00
plus each room to rent located on the property whether or not it is always available for rent	\$199.82
Restaurants, cafes, dining rooms, pubs	
up to 60 seats	\$1,365.42
Over 60 seats	\$1,631.85
Churches	\$420.00
Industrial	\$1,631.85
Schools	\$420.00
Plus each classroom	\$199.82
Retail premises	\$466.24
Plus for each square foot of gross area	\$0.15
Other commercial premises	\$1,631.85
Campground/RV Park (per site)	\$72.16

Schedule “Q”
Sanitary Sewer System Service Fees

Use of Land or Real Property	Annual Rate
Residential (single family dwelling, apartment, suite, guesthouse, condominium, short term rental accommodation unit, mobile home, Rooming House, Bed and Breakfast unit)	431.20
Mobile Home Park per serviced pad	431.20
Hotels and Motels	431.20
Plus each room to rent located on the property ¹	215.60
Restaurants, cafes, dining rooms, pubs	1,463.00
Churches	431.20
Industrial	1,554.14
Schools	431.20
Plus per classroom	150.70
Retail premises	495.00
Plus per square foot gross area	0.20
Campground/RV park (per site)	64.57
Other Commercial Premises	559.90

¹ Whether a room is available to rent or not, the annual fee applies

Schedule "R"

Solid Waste Service Fees²

	Basic Service	Annual Fee
Residential Dwelling Unit (single family (including suite and/or home based business), bed and breakfast, guest house, mobile home		\$100.00
Multi-family premises (2 or more dwelling units including apartments and condominium buildings, hotels, motels, duplexes, triplexes and fourplexes.		\$200.00
Commercial premises (professions, trades, industry, institutions – schools and hospitals – does not include home based businesses or multi-family)		\$200.00
	Extended Service	
<u>Additional garbage tags</u>		
Residential Dwelling Unit		\$2.00/tag
Multi-family and Commercial		\$5.00/tag
<u>Dumpsters</u>		
1 pick up/week for 1 year		\$945.00
2 pick ups/week for 1 year		\$1260.00
1 Month Rental		\$525.00
2 Month Rental		\$840.00
Seasonal (May 1 st to September 30 th)		\$787.50
Section 23 clean-up		Crew \$50/hour/crew
		Equipment \$90.00/hour

² All rates apply whether the unit, building or other structure is occupied or not and whether operating or not.



VILLAGE OF TAHSIS

BYLAW NO. 665, 2024

BEING A BYLAW TO AMEND THE VILLAGE OF TAHSIS SOLID WASTE MANAGEMENT BYLAW NO. 590, 2017

WHEREAS the Council of the Village of Tahsis wishes to amend the *Solid Waste Management Bylaw No. 590, 2017* to delete the Schedule “A” Fees so those bylaw fees can be cited in *Fees and Charges Amendment Bylaw No. 661, 2024* .

NOW THEREFORE, the Council of the Village of Tahsis, in open meeting assembled, enacts the following amendments to *Solid Waste Management Bylaw No. 590, 2017* as follows:

The *Solid Waste Management Bylaw No. 590, 2017* is hereby amended:

- a) by deleting the Schedule “A” Fees

Citation

This bylaw may be cited as the “Solid Waste Management Amendment Bylaw No. 665, 2024”.

Effective Date

This Bylaw comes into effect upon adoption.

READ A FIRST TIME the

5th day of March, 2024.

READ A SECOND TIME the

5^h day of March, 2024.

K2

READ A THIRD TIME the

5th day of March, 2024.

ADOPTED on the

day of March , 2024.

Reconsidered, Finally Passed and Adopted this XX March, 2024

Mayor

Chief Administrative Officer

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 665, 2024 duly passed by the Council of the Village of Tahsis on this XX day of March, 2024.

CORPORATE OFFICER



ZONING AMENDMENT BYLAW No. 660, 2023 - A BYLAW TO AMEND ZONING BYLAW No. 630, 2020 RM-2 ZONE TO PERMIT PERMANENT RESIDENCY OF RECREATIONAL VEHICLES.

WHEREAS Section 479 of the ***Local Government Act*** allows a local government to create different zones and regulate uses, density, and siting within each zone;

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

Short Title

1. This bylaw may be cited for all purposes as the “Village of Tahsis Zoning Amendment Bylaw No. 660, 2023”.

Administrative Provision

2. If any section, subsection, sentence, clause or phrase in this bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of the bylaw.

Text Amendments

1. The text of the Village of Tahsis Zoning Bylaw No. 630, 2020 is hereby amended as follows:
 - 1.1 Amend Section 2.1 (2) to add the following definitions:

Permanent Residency means a structure or dwelling that is occupied for at least 240 days in a calendar year.

Tiny Home means a single dwelling unit intended for permanent residency that includes the basic amenities of a permanent home including a kitchen, washroom and sleeping area, is less than 47 m² and can be mobile (on wheels), or with a temporary or permanent foundation. This includes a recreational vehicle used for permanent residency that is sited on a permanent pad with full services.

1.2 Amend Table in Section 5.5 Residential Multiple Zone Two (RM-2) as follows:

1.2.1 Add under Accessory Use:

On LOT A DISTRICT LOT 595 AND 662 NOOTKA DISTRICT PLAN VIP53172
EXCEPT PLAN EPP92447 tiny homes are permitted

1.2.2 Add the following under Minimum Setbacks:

On LOT A DISTRICT LOT 595 AND 662 NOOTKA DISTRICT PLAN VIP53172
EXCEPT PLAN EPP92447

Minimum Setbacks
4) Where new tiny home sites are permitted the following is required: <ul style="list-style-type: none"> • Front – 5.0 metres • Rear - 2.0 metres • Side - 1.5 metres

1.2.3 add the following under Minimum Lot Size and Frontage:

On LOT A DISTRICT LOT 595 AND 662 NOOTKA DISTRICT PLAN VIP53172
EXCEPT PLAN EPP92447

Minimum Lot Size and Lot Frontage	
Minimum area	Mobile home - 325 square metres Tiny Home/RV – 175 square metres
Minimum frontage when abutting an internal roadway right-of-way	Mobile home - 12 metres Tiny Home – 6 metres

1.2.4 add the following Conditions of Use:

On LOT A DISTRICT LOT 595 AND 662 NOOTKA DISTRICT PLAN VIP53172
EXCEPT PLAN EPP92447

Conditions of Use
<p>7) Tiny Home Provisions</p> <p>a) The maximum density of Tiny Homes will be less than 50 % of the total pads within the park.</p> <p>b) Any Tiny Home located within an RM-2 zone must be on a permanent pad as follows:</p> <ul style="list-style-type: none"> • Pad must be dust free permanent pad of gravel, cement or asphalt • Each pad must be provided with full year-round services <p>c) Where a laundromat is provided the following is permitted:</p> <ul style="list-style-type: none"> • Up to 65% of the total pads within an established mobile home park can be tiny homes <p>d) Tiny homes must be movable and may not be placed on a permanent foundation or cribbing.</p>

Adoption

This Bylaw shall come into force and take effect upon the date of final adoption by the Council of the Village of Tahsis

READ A FIRST TIME THIS	7 th	DAY OF	November	2023.
READ A SECOND TIME THIS	7 th	DAY OF	November	2023.
A PUBLIC HEARING IN RESPECT OF THIS BYLAW WAS HELD ON THE	23 rd	DAY OF	January	2024
READ A THIRD TIME THIS	6 th	DAY OF	February	2024.
ADOPTED THIS	—	DAY OF	March	2024.

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No.660, 2023 duly passed by the Council of the Village of Tahsis on this

—— Day of March, 2024.

CORPORATE OFFICER

To Mayor and Counsel

I am so glad counsel vetod the presentation of a wood lot in our watershed. That watershed was our village water from 1945 to 2016. If the well runs dry we need the watershed water as backup. The high cost of clear cutting can have a profound effect on our downstream communities. BC's watersheds & wild salmon are at risk because of poor management. Wake up and smell the water!

A Concerned Citizen

Mrs. M. McCrae

From: Stephanie Olson <olson.stephanie2009@gmail.com>
Sent: February 19, 2024 9:59 AM
To:
Cc: Martin Davis; sarah fowler; Cheryl Northcott
Subject: Flower boxes

Follow Up Flag: Follow up
Flag Status: Completed

To: Mayor and council
From: Stephanie Olson

At the first Economic Development Meeting, the topic of the state of properties both privately and village owned was discussed, and it was suggested that the various planters around the village be refurbished. As a result of that discussion, a volunteer committee has been formed with the goal of enhancing the beauty of our location by refurbishing and planting up the village-owned flower boxes.

The five of us (Silvie Keen, Paige Sawyer, Sheryl Rogers, Corrine Olson and Stephanie Olson) want to refurbish and fill any unclaimed flower boxes belonging to the village. We will not tamper with those by the river which are already cared for by residents.

We'll do some fundraising and recruit other volunteers. Planting will be planned so there is some coherence among the boxes.

We have talked to Alisa Vanderberg, director of operations, who says they have no plans for the beds except adding more bulbs. We'll be careful to plant around those bulbs.

All we need from the village is an okay to proceed. We think the changes would be pleasant for both visitors and residents.

If you have any questions, I will attend the February 20 council meeting online and will be available to answer questions.

Thanks for considering this request.

From:
Sent: February 29, 2024 7:20 PM
To:
Subject: Flood Wall

On Wed, Feb 21, 2024, 8:20 p.m. Shelly Johnston <shellyjohnston2009@yahoo.ca> wrote:

Thank you for the attention to these concerns and the information. I am looking forward to the next meeting in this regards.

Is there not a phase 3 to this project? If so, can you send me that information or point me to where I can find it. I looked on the Tahsis website but only see phase 1 and 2.

Thanks,

Shelly

From: martin davis <iskarst22@gmail.com>
Sent: Wednesday, February 21, 2024 9:03 AM
To: Shelly Johnston <shellyjohnston2009@yahoo.ca>
Cc: Mayor Davis <Mayor@villageoftahsis.com>; Mark Tatchell <MTatchell@villageoftahsis.com>; Cheryl Northcott <CNorthcott@villageoftahsis.com>; Sarah Fowler <SFowler@villageoftahsis.com>
Subject: Re: Flood Wall

Hi Shelly,

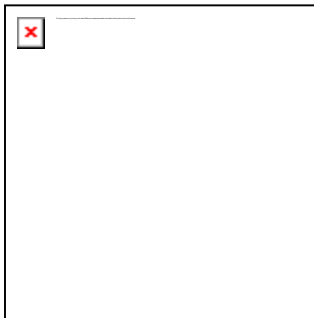
Thanks for your email and apologies for the slow response. We had planned to address this at the council meeting last night but I am dealing with a family emergency so was unable to attend, which meant there was no quorum and no meeting. It will be on the agenda of the next meeting. We plan to have a community consultation process regarding Phase 3 of the project, as we have done in the past for the project as a whole. You may not remember this as there was a one year delay in beginning Phase 2 (the wall portion) due to environmental permitting taking longer. Environmental concerns are addressed but this is in regard to the 'fish window'; that is, the construction phase took place during summer low water.

I should add a bit of history: the lower portion of Tahsis was mostly built on an estuary that was filled with sawdust and gravel. Originally, there was a distributary channel that began at the Tahsis Springs condo and flowed over to the east side of the valley before exiting at the old industrial site by the BC Hydro substation. Blockage of this channel and subsequent clearcutting of the Tahsis River valley

upstream led to catastrophic floods and sediment loads that were mitigated by using bulldozers to clear gravel from the Tahsis River channel that you know. Eventually, environmental regulations stopped this form of 'flood control'. Up until the 1990's, flooding of the lower town was a common event and the lower floors of many houses were used only as carports due to this. In the late 90's, the first lockblock wall was constructed, which led to an outcry despite the flood control it afforded. I remember this as I was working here at the time. Since then, many people have come to live here that have no experience with this and have now renovated lower floors into living spaces. In terms of environmental considerations, myself and Council have been effective at apposing renewed clearcutting of both the Tahsis River valley and the old growth of McKelvie Creek. This would have had serious impacts on our community by renewing rapid flood pulses due to lack of the absorptive capacity of forests. There have been environmental and flood studies conducted which reflect this. To be clear, within the municipality both the lower Tahsis River and lower McKelvie are artificial channels constructed to move water to the ocean in as direct a channel as possible, so that lower Tahsis can exist. The current flood plan is to prevent future catastrophic flood events, including projected one in 200 year events, from flooding the town. This recommendation came from our engineers and was arrived at from flood and tsunami studies already conducted (It can also offer some incidental protection from tsunamis}. Given all of this, extreme weather events and rising sea levels warrant action to protect our citizens and their property values. The aesthetic aspect is unfortunate but was necessary due to lack of space for other options such as a wider dike constructed from fill. We don't want to experience the catastrophic floods that the Fraser Valley did during their extreme weather events in 1894, 1948 and 2001, and have decided to be proactive in this regard.

Regards,

Martin Davis, Mayor



On Sat, Feb 17, 2024 at 10:36 AM Shelly Johnston <shellyjohnston2009@yahoo.ca> wrote:

Dear Mayor,

I am writing to express my concerns regarding the construction of the flood wall along the Tahsis River and ocean front, specifically along North Maquinna Drive. I understand that this project is being

undertaken to address the flood risk in the area, but I am troubled by the lack of community engagement in the decision-making process and the potential environmental and aesthetic impacts of the project.

The community was not consulted or informed about the flood reduction options considered for this project, and there is a need for greater transparency in the decision-making process. Additionally, the construction of a concrete block wall could have significant environmental consequences, including the disruption of riparian habitats and destruction of the natural beauty that is valued by residents and visitors alike.

In light of these concerns, I would like to request more information about the options that were considered before choosing to build a concrete block wall and the rationale behind the decision. Specifically, I would like to know:

1. What alternative flood reduction strategies were considered before deciding to build a concrete block wall. How were the aesthetic and environmental concerns taken into account in the decision-making process?
2. What measures were taken to ensure that the wall is environmentally sustainable and minimizes the impact of the surrounding ecosystem, particularly in riparian areas?
3. How does the cost of constructing and maintaining the wall compare to other flood reduction strategies that were considered? Was a cost benefit analysis conducted to evaluate the feasibility of alternative options?

I believe it is essential for the community to be involved in decisions that affect our town and environment. I would appreciate any information you could provide on this matter and any steps that can be taken to address the concerns raised by myself and other community members.

Thank you for your attention to this matter and I look forward to hearing from you soon.

Sincerely,

Shelly Johnston.



Dear Meggan Joseph

February 15, 2024

At the February 6, 2024 Regular meeting of Tahsis Council, you announced your resignation from Council.

Section 121 of the *Community Charter* provides as follows:

121. (1) A council member may only resign the member's office by delivering a written resignation to the council at a council meeting or to the corporate officer at any time.

(2) A resignation is effective

(a) from the date specified in the resignation, or

(b) if no date is specified, from the time the resignation is delivered to the council or corporate officer, as applicable.

(3) Once a resignation has been delivered under subsection (1), it may not be revoked.

In order to ensure that your resignation is effective, please countersign this letter in the space provided and return the letter to me at your earliest convenience.

977 South Maquinna Drive
P.O. Box 219, Tahsis, BC V0P 1X0
Telephone (250) 934-6344 Fax (250) 934-6622
www.VillageofTahsis.com

Thank you kindly,



Mark Tatchell

Corporate Officer

I hereby confirm my decision to resign from Tahsis Village Council effective February 16, 2024

_____.

Dated Feb 16th, 2024. .



Meggan Joseph



Date: January 16, 2024

File No: 0390-20-AVICC

RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention

Sustainable and Equitable Funding of Library Services

City of Port Alberni

WHEREAS public libraries play a vital role in communities by providing access to resources, promoting literacy, supporting job seekers and small businesses, advancing reconciliation with Indigenous peoples, and promoting equity and inclusion;

AND WHEREAS public libraries in British Columbia are primarily funded by levies paid by local governments, and provincial funding for libraries has remained stagnant; while the costs to deliver library services and the demand for library services have increased exponentially over time;

THEREFORE, BE IT RESOLVED that AVICC & UBCM appeal to the Province of British Columbia to provide long-term sustainable funding for public libraries in BC;

AND BE IT FURTHER RESOLVED that the Province ensures that BC libraries receive regular increases to Provincial Government funding in subsequent years.



Date: January 16, 2024
File No: 0390-20-AVICC

RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention **Sustainable and Equitable Funding of Library Services**

In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

Public libraries are essential institutions that play a vital role in communities across British Columbia. They provide access to resources, promote literacy, support job seekers and small businesses, advance reconciliation with Indigenous peoples, and promote equity and inclusion. However, public libraries in British Columbia face significant funding challenges. The current funding model which relies primarily on levies paid by local governments, while provincial funding for libraries remains drastically low in comparison, places a significant burden on its taxpayers.

1. **Importance of Public Libraries:**
Public libraries serve as community hubs, offering a wide range of services and resources that benefit individuals of all ages and backgrounds. They provide access to books, digital materials, educational programs, and technology, fostering a love for reading and learning. Public libraries also support job seekers by offering resources for career development, resume building, and job search assistance. Additionally, libraries play a crucial role in advancing reconciliation with Indigenous peoples by providing access to Indigenous literature, supporting Indigenous language revitalization efforts, and promoting cultural understanding.
2. **Funding Challenges:**
The current funding model for public libraries in British Columbia relies heavily on levies paid by local governments. This model has resulted in stagnant provincial funding, which fails to keep pace with the increasing costs of delivering library services and the growing demand from communities. Libraries face rising costs for materials, technology, staff salaries, and maintaining and upgrading facilities. Without sustainable funding, libraries struggle to meet the evolving needs of their communities and provide the necessary resources and services.
3. **Increasing Demand for Library Services:**
Over time, the demand for library services has increased exponentially. Libraries are no longer just repositories of books but have become dynamic community spaces that offer a wide range of programs and services. They provide access to digital resources, e-books, and online databases, catering to the changing needs of library users. Libraries also play a crucial role in promoting digital literacy and bridging the digital divide by offering technology training and internet access to those who may not have it at home. The increasing demand for these services requires adequate funding to ensure that libraries can continue to meet the needs of their communities.

4. Long-Term Sustainable Funding:

To ensure the continued success and impact of public libraries in British Columbia, it is essential to provide long-term sustainable funding. This funding should consider the increasing costs of delivering library services, the evolving needs of communities, and the role of libraries in promoting literacy, supporting job seekers, advancing reconciliation, and promoting equity and inclusion. By providing sustainable funding, the Province of British Columbia can support the growth and development of public libraries, ensuring that they remain vibrant and accessible community resources for generations to come.

Public libraries in British Columbia play a vital role in promoting literacy, supporting job seekers and small businesses, advancing reconciliation, and promoting equity and inclusion. However, the current funding model has resulted in stagnant provincial funding, hindering the ability of libraries to meet the growing demands of their communities and placing a significant burden on its taxpayers as library costs continue to increase exponentially.

It is crucial for the Province of British Columbia to provide long-term sustainable funding for public libraries and ensure regular increases in provincial government funding in subsequent years. By doing so, the province can invest in knowledge, support community development, and ensure that public libraries continue to be valuable resources for all British Columbians.

Yours truly,
CITY OF PORT ALBERNI



Sharie Minions
Mayor

c: City Council
M. Fox, CAO
D. Monteith, Director of Corporate Services
UBCM Member Municipalities



Date: January 16, 2024
File No: 0390-20-AVICC

RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention

Increased Funding for [Rural] Colleges

City of Port Alberni

WHEREAS colleges in rural British Columbia play a crucial role in providing accessible and high-quality education and training opportunities for students across the province, including a closer to home education for those who otherwise cannot access training or education to provide necessary skills for employability; and that they face increasing demands and challenges, including rising operating costs, growing student populations, and the need to adapt to changing industry needs;

AND WHEREAS adequate funding is essential to ensure that rural colleges can continue to provide quality education, support student success, and meet the evolving needs of students and industries; colleges in rural British Columbia are challenged by distance and numbers when trying to meet the same requirements as colleges in more heavily populated areas;

THEREFORE, BE IT RESOLVED that AVICC & UBCM appeal to the Province of British Columbia to increase funding for rural colleges in British Columbia to support their operations, programs, and services and develop a standard of college funding more closely reflecting the real costs of providing required training and education to the population of rural British Columbia.



Date: January 16, 2024
File No: 0390-20-AVICC

RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention

Increased Funding for Rural Colleges

In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

Colleges in rural British Columbia play a crucial role in providing accessible and high-quality education and training opportunities for students across the province. These institutions serve as vital resources for individuals who may not have access to training or education in more urban areas. However, rural colleges face unique challenges, including rising operating costs, growing student populations, and the need to adapt to changing industry needs. Adequate funding is essential to ensure that rural colleges can continue to provide quality education, support student success, and meet the evolving needs of students and industries.

1. **Accessibility and Proximity:**
Rural colleges in British Columbia provide education and training opportunities closer to home for individuals who may not have the means or ability to access training in more heavily populated areas. These colleges serve as a lifeline for students in rural communities, allowing them to pursue post-secondary education without the need to relocate. By increasing funding for rural colleges, the Province of British Columbia can ensure that individuals in these areas have equal access to quality education and training, regardless of their geographical location.
2. **Meeting Unique Challenges:**
Rural colleges face specific challenges that differ from their counterparts in more urban areas. Distance and smaller student populations make it more difficult for rural colleges to meet the same requirements and standards as colleges in heavily populated areas. Adequate funding is necessary to address these challenges and ensure that rural colleges have the resources and support they need to provide high-quality education and training. By increasing funding, the Province of British Columbia can help bridge the gap between rural and urban colleges, ensuring that all students have access to the same opportunities.
3. **Adapting to Changing Industry Needs:**
Industries are constantly evolving, and colleges must adapt their programs and curriculum to meet the changing demands of the job market. Rural colleges play a crucial role in providing training and education that aligns with the specific needs of industries in their regions. However, adapting to these changing needs requires adequate funding to update programs, invest in modern equipment and technology, and provide professional development opportunities for faculty. By increasing funding for rural colleges, the Province of British Columbia can ensure that students in these areas receive the training and education necessary to succeed in their local job markets.

4. Supporting Economic Development:

Investing in rural colleges has a significant impact on the economic development of rural communities. By providing accessible education and training, rural colleges contribute to the development of a skilled workforce, attracting investment and driving economic growth. Additionally, these colleges often collaborate with local businesses and industries, fostering innovation, entrepreneurship, and job creation. By increasing funding for rural colleges, the Province of British Columbia can support the economic development of rural communities and ensure their long-term sustainability.

Rural colleges in British Columbia play a vital role in providing accessible and high-quality education and training opportunities for students in rural communities. However, these colleges face unique challenges and require increased funding to meet the evolving needs of students and industries. By increasing funding for rural colleges and developing a standard of college funding that reflects the real costs of providing training and education in rural British Columbia, the Province of British Columbia can ensure that all students have equal access to quality education, support student success, and contribute to the economic development of rural communities.

Yours truly,
CITY OF PORT ALBERNI



Sharie Minions
Mayor

c: City Council
M. Fox, CAO
D. Monteith, Director of Corporate Services
UBCM Member Municipalities

February 23, 2024 - SRD Receives \$400,000 to Support Climate Adaptation and Disaster Risk Reduction Projects

Campbell River, BC – The Strathcona Regional District (SRD) in partnership with the City of Campbell River, Nuchatlaht First Nation, Village of Tahsis, and Village of Zeballos has received \$400,992 through the UBCM 2023 Disaster Risk Reduction / Climate Adaptation grant to fund five unique projects.

“This grant demonstrates the value of regional collaboration,” said SRD Chair Mark Baker. “Climate Adaptation and Disaster Risk Reduction are important for local governments because they help communities prepare for and respond to climate change and natural disasters. By taking steps to adapt to changing conditions and reduce risks, local governments can protect people, property, and essential services, making their communities safer and more resilient in the long run.”

The two primary activities this grant supports are updating the Oyster River Floodplain Map and the Southgate Middle School Wetland Restoration Planning Project.

Previous Oyster River floodplain modeling work was done by BC Water Management Branch in 1984, but over the last 4 decades, the riverbed has shifted. Due to the riverbend changes, the 1984 model and map are no longer valid and it needs to be updated to support the ability of decision-makers to effectively both manage flood risk and guide land use decisions. This project intends to develop updated floodplain mapping to be able to better implement land use planning, emergency planning, and risk mitigation work around the Oyster River and coastal lands in Electoral Area D. Specifically, it will be used to further refine Electoral Area D’s Floodplain Hazard Development Permit Area as a possible Official Community Plan (OCP) amendment and contribute background information towards a future SRD Climate Adaptation Plan.

Southgate Middle School has been working closely with Greenways Land Trust on replanting the watershed and creating a native species garden to study biodiversity and traditional plants used by local First Nations. Re-wilding spaces help students learn traditional knowledge and the importance of plants with the help of Indigenous Knowledge Keepers. “Southgate students will be involved in all aspects of the wetland restoration project, from initial design work and layout to planting and maintenance. These opportunities will provide real-life examples of human environmental impact and nature-based solutions that tie into their climate change curriculum” said SRD Emergency Services Manager, Shaun Koopman. “The SRD would like to thank School District 72 for their support and are hopeful to secure grant funding to implement the project's recommendations in the future.”

This grant will also fund the following projects:

Local Knowledge Sessions: Hazard, Risk and Vulnerability Assessment	Starting in 2025, the SRD will host a series of public engagement sessions to gather information from residents and interested parties regarding potential hazards and risks that could impact the vulnerability of communities throughout the region.
Ecosystem Restoration: A Path Forward Guidance Document	This document will provide the SRD with a list of potential ecosystem restoration planning projects that could be considered for future grant applications.
Tsunami Wave Public Art	Sculptures in the design of a wave will be placed by the outdoor tsunami evacuation signs in Oclucje, Tahsis, Zeballos, and Walters Island.

For more information about the region's Climate Adaptation and Disaster Risk Reduction Projects, please visit www.srd.ca/ecosystem-restoration.

Media Contact:

Shaun Koopman, SRD Manager of Emergency Services 250-830-6702 | preparedness@srd.ca



Oyster River Floodplain – Photo Credit, Campbell River Mirror

From:
To:
Subject: Consultation on 2024 Marine Finfish Licence Reissuance and Conditions
Date: February 23, 2024 10:25:26 AM

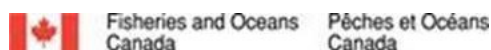
From: AVICC Info <info@avicc.ca>
Sent: January 25, 2024 8:54 AM
To: Theresa Dennison <tdennison@avicc.ca>
Cc: DFO.AQConsult-AQConsultez.MPO@dfo-mpo.gc.ca
Subject: FW: Consultation on 2024 Marine Finfish Licence Reissuance and Conditions

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

Hello AVICC Members,

Please find attached and below an invitation from DFO to consult on the 2024 Marine Finfish Aquaculture licence reissuance and proposed changes to the Conditions of Licence. Feedback and questions may be directed to DFO.AQConsult-AQConsultez.MPO@dfo-mpo.gc.ca by **March 8, 2024**. Further information can be found in the attached invitation and Summary of Proposed Changes.

From: "AQ Consult / AQ Consultez (DFO/MPO)" <DFO.AQConsult-AQConsultez.MPO@dfo-mpo.gc.ca>
Cc: "AQ Consult / AQ Consultez (DFO/MPO)" <DFO.AQConsult-AQConsultez.MPO@dfo-mpo.gc.ca>
Subject: Consultation on 2024 Marine Finfish Licence Reissuance and Conditions



Canada

Attn: Aquaculture Resource Management
 Gestion des ressources aquacoles
 PBS Mailroom
 Pacifique
 3190 Hammond Bay Road
 Bay,
 Nanaimo, BC
 V9T 6N7

Attn : Direction de la
 La station biologique du
 3190, chemin Hammond
 Nanaimo (C.-B.)
 V9T 6N7

Dear Union of BC Municipalities & Association of Vancouver Island Coastal Communities Representatives,

Please find attached an invitation to consult on the 2024 Marine Finfish Aquaculture licence reissuance and proposed changes to the Conditions of Licence. There are two attachments to this email. Please feel free to distribute to your membership. If you have any problems receiving or opening the attachments, please let us know.

Thank you,

Aquaculture Management Division | Division de la gestion de l'aquaculture
Fisheries and Oceans Canada | Pêches et Océans Canada
Government of Canada | Gouvernement du Canada
Telephone | Téléphone 250-754-0399
Facsimile | Télécopieur 250-754-0391
<http://www.pac.dfo-mpo.gc.ca/aquaculture/index-eng.htm>

From:
Sent: February 26, 2024 11:28 AM
To:
Subject: AVICC President's Morrison - Update from DFO on Aquaculture Initiatives, Area-Based Aquaculture Management Information, Finfish Licence Consultation

From: AVICC <avicc@ubcm.ca>
Sent: January 10, 2022 12:19 PM
To: AVICC <avicc@ubcm.ca>
Subject: AVICC President's Morrison - Update from DFO on Aquaculture Initiatives, Area-Based Aquaculture Management Information, Finfish Licence Consultation

Please forward this message from AVICC President Ian Morrison to elected officials, the CAO and Corporate Officer.

The federal Department of Fisheries and Oceans (DFO) has asked AVICC to pass on information to members about initiatives that may be relevant to your community related to a review of licences for Marine Finfish and Area-Based Aquaculture Management.

The DFO has offered to put on an online workshop to explain these initiatives, and to give members an opportunity to ask questions. The date for this session is being set up for early in March, and will be sent out to members as soon as it is finalized.

In the meantime, they have sent the attached documents with information on the two initiatives:

- 1) Marine Finfish (MFF) Licence Review - Please find attached the "Proposed Changes to MFF COLS", and "What We Heard Report" documents, which provide a summary of the feedback received to date and detailed information on the changes currently proposed to the 2022 Conditions of Licence (COLS). Comments on the conditions of licence changes proposed are requested by the **end of January**.
- 2) Area-Based Aquaculture Management (ABAM) – Please find attached an information package on the development of ABAM in British Columbia, which includes engagement information, a Fact Sheet, Infographic and A Pilot Area Expression of Interest form.

General comments on marine finfish facilities operating in BC are requested by the end of March. Comments should be submitted to Aquaculture.Engagement@dfo-mpo.gc.ca

For any questions, the Senior Coordinators and primary contacts for the current Pacific Region Initiatives are as follows:

Area-Based Aquaculture Management – Amber Neuman, amber.neuman@dfo-mpo.gc.ca

Net Pen Transition Plan – Neil Laddell, neil.laddell@dfo-mpo.gc.ca

Marine Finfish Licence Review – Vanessa Metcalf, vanessa.metcalf@dfo-mpo.gc.ca

Regards,

Director Ian Morrison,
President, AVICC

Marine Finfish Aquaculture Conditions of Licence Review

for July 1, 2022 Implementation

Summary of Proposed Changes

Phase 4 – November 2021 - March 2022

The purpose of this document is to provide suggested edits to the marine finfish (MFF) conditions of licence (COL) that may be implemented when licences are re-issued on July 1 2022, and is based on Department reviews, science advice and engagement to date. This review is part of a scheduled process, as current MFF aquaculture licences expire in the summer of 2022.

Proposed Key Steps and Timelines for MFF COL Review

Phase 1: Plan & Set Objectives for COL Review - July 2020 - January 2021 (8 months) - COMPLETE

Phase 2: Collect Input on proposed changes - February - June 2021 - COMPLETE

Phase 3: Initial Drafting – June 2021- August 2021 –COMPLETE

Phase 4: Engage, Review and Re-draft- November 2021 - March 2022

Phase 5: Finalize - April - June 2022

Context

DFO may implement licence conditions for:

- proper management and control of fisheries
- conservation and protection of fish

Current MFF COL that are expiring in June 2022, are accessible here: <https://www.pac.dfo-mpo.gc.ca/aquaculture/licence-permis/docs/licence-cond-permis-mar/index-eng.html>

In **phase 1** we identified the intended objectives of the COL, which pinpoint what we want to achieve and issues to be addressed through COL.

In **phase 2** DFO engaged on a summary of changes, proposed by a variety of stakeholders, including DFO.

In **phase 3** we started drafting COLs to help to achieve the stated objectives.

In **phase 4** DFO is providing this revised summary of proposed changes to external partners and stakeholders for review as we continue to refine our COL recommendations.

Objectives

The Departmental objectives of the COL review are as follows:

- To mitigate risks to fish and fish habitat
- To write clear, consistent, enforceable and fair conditions of licence
- To collect clear, accurate and timely data for transparency and proper management and control of the fishery
- To increase ability to adaptively manage and deal with emergent issues in a timely manner balanced with regulatory stability
- To align with other departmental legislation, policies and programs (e.g. Aquaculture Activities Regulations, Species at Risk Act, Marine Mammal Regulations)
- To promote, when possible, an area-based management approach to pathogens and sea lice, which acknowledges that when farms are hydrologically connected, coordinated management is appropriate

- To require the implementation of best management practices which promote fish health and reduce pathogen risk to farmed and wild fish
- To continue to control the amount of sea lice that are entering the marine environment from fish farms, and acknowledge there are different size farms with different lice loads
- To set the time frame required for farms to get back below a sea lice threshold that is reasonable and relevant
- To promote Integrated Pest Management, which acknowledges that multiple treatment options should be available for sea lice management, and the correct treatment should be used for the conditions
- To manage infrastructure to ensure it is capable of withstanding conditions in which it operates

Instructions

This document may be independently reviewed and feedback returned to DFO as a written submission by **January 31, 2021**, to Aquaculture.Engagement@dfo-mpo.gc.ca . Alternatively, this document can be utilized in meetings and workshops to guide discussion.

Please see the accompanying What We Heard Report for a summary of the feedback received during Phase 2. DFO acknowledges that not all recommendations received to date are reflected in the proposal below. Note that the management measures which are proposed through the reissuance process but fall outside the scope of licence conditions may be addressed through other departmental management tools. If you would like to discuss the rationale for not implementing specific suggestions, please contact Aquaculture.Engagement@dfo-mpo.gc.ca.

Changes Considered for 2022 Licences

Administration

There are several administrative changes being considered to improve flow, clarity and enforceability. The changes include reorganizing the topics, clarifying and adding definitions, standardizing mandatory reporting timelines and updating reporting templates.

Licensed Species

DFO is considering licensing only the species that are currently being produced, or intended for production for the licence period.

Production

The Department has sought Science advice on potential fallowing at marine finish farms. Upon reviewing this advice, conditions may be added to reduce risks of pathogen transfer.

Area Based Management

DFO is considering adding Area Based Aquaculture Management Zones to licences, as well as including references to these zones in Health Management Plan Standard Operating Procedures, in order to acknowledge that when farms are hydrologically connected, coordinated management is appropriate.

Containment Structures

A regular infrastructure attestation period, by a qualified individual, of 4 years may be added to the conditions of licence, to ensure that infrastructure is capable of withstanding conditions in which it operates. This would build on the current conditions that require attestation upon first anchoring or re-anchoring.

Interactions with Wild Fish and Megafauna

DFO is considering requiring the employment of deterrent methods be managed through the licence conditions to ensure they are employed only in specific circumstances and under specific rules, and that their usage is properly reported to DFO. Such rules could mitigate risk of perceived harm to animals and prevent unnecessary use of those deterrents but give industry the tools needed to deter problem animals (specifically pinnipeds).

Protection of Fish and Fish Habitat

To bring the licences into alignment with Canada's debris strategy and Global Ghost Gear Initiative and reduce risk of wild fish capture and entanglement with lost aquaculture gear, there may be a condition inclusion of a requirement to recover lost items that could ghost fish or increase risk of megafauna entanglement.

Use of Lights

DFO is considering changing the Use of Lights conditions to be applied to specific species, instead of broad inclusion.

Fish Health Management Plans

Several updates to the Fish Health Management Plan (HMP) conditions are being considered, including revisions to the HMP Template, inclusion of Area Based Management Zones, having HMPs replace Carcass Management Plans for non-salmonids and clarification on environmental data requirements. This could mean that new HMPs would be required from all licence holders by October 15th, 2022.

Mortality Collection

Potential standardization of mortality collection requirements in the licence conditions.

Sea Lice Management

DFO is looking to revise Sea Lice Management conditions to account for farm size and relative environmental impacts, and allow resources and energy to be directed towards addressing the greatest risks. This may include consideration of farm size when determining threshold and a reduction of the time to get back under threshold. There could also be a requirement for a Sea Lice Management Plans for all facilities.

Stocking

The Department is considering conditions to manage salmonids cohorts in a way that minimizes biosecurity and fish health risks and support best management practices. This may include "all-in" "all-out" stocking requirements within a specific timeframe.

Marine Finfish Aquaculture Conditions of Licence Review for July 1, 2022 Implementation What We Heard Report Phase 2: February - June 2021

Proposed Key Steps and Timelines for MFF COL Review

Phase 1: Plan & Set Objectives for COL Review - July 2020 - January 2021 (8 months) - COMPLETE

Phase 2: Collect Input on proposed changes - February - June 2021 - COMPLETE

Phase 3: Initial Drafting – June 2021- August 2021 –COMPLETE

Phase 4: Review and Re-draft- October 2021 - March 2022

Phase 5: Finalize - April - June 2022

The purpose of this document is to provide a summary of the feedback received from multiple stakeholders over Phase 2 of the Marine finfish (MFF) Conditions of Licence (COL) Review, which have been considered for the 2022 COL recommendations. This process is ongoing and more engagement is currently underway (Phase 4).

Management measures that are proposed through the renewal process that fall outside the scope of licence conditions may be addressed through other departmental management tools. Engagement on the feedback has been categorized by Conditions of Licence Sections; General, Environment, and Fish Health.

General

Organization

Licence Duration

- A licence period of up to one year was suggested to allow for harvest of current farms and decommissioning of all sites.
- A shorter licence period could be detrimental to sector investment and therefore decrease the ability to make system improvements and secure funding for innovation.
- The renewal of any aquaculture licences in First Nation's Traditional Territory will infringe on constitutionally protected Aboriginal rights and title and violate Article 32 of the United Nations Declaration of the Rights of Indigenous People
- For new licences that would include a provision for the use of new technology, a six year term to encourage investment should be considered. A four year term would be acceptable for current licences.
- General support for adaptive management as long as it includes business security.

Licensed species

- If a species is removed from a licence, that opportunity should be replaced with something else, i.e. a scientific aquaculture licence.

- Keeping other species allows companies the flexibility to change operation with plenty of notice to DFO regarding change to infrastructure, planning, etc.
- There is a need to document the risks and considerations when it comes to licensed species and ensure that they are appropriately managed.

Production

Area-based production limits

- General support for area-based production limits so long as there are reasonable caps based on science and actual farm performance.
- Some reservations about area-based production limits without having any baseline data available.
- Interest in balancing administrative requirements with an ecosystem friendly approach.
- Concern about the effect on biomass for new facilities and future "production sharing".
- Suggestion to change "production limits" to "production management".

Mandatory fallowing

- Net pens should be fallowed until receiving waters and local fish and shellfish communities test free of PRV or other disease agents found in farm salmon, in addition to demonstrating satisfactory benthic recovery.
- A fallow period longer than 90 days would fetter business.
- Mandatory fallowing is not a best practice that has been universally accepted.
- The practice of fallowing should go through a Canadian Science Advisory Secretariat (CSAS) process at a national level in order to assess relevance.
- Impacts to business would be substantial.

Enhanced reporting

- Suggestion to increase detail and decrease frequency of enhanced reporting.
- Enhanced reporting needs to be linked to transparent reporting to the general public especially if it means direct reporting with connected digital systems.
- Concern that additional reporting requirements would fetter business.
- Concern with DFO's efficiency when posting data online.

Evidence and performance based management at licence re-issuance

- The framework should be transparent and if performance does not meet targets, a mechanism should be put in place to have advance issuance of warnings for production planning

Administrative matters/reporting

Web-based template forms

- The template will need to be user friendly, able to upload batch data sets and include proper digital security on the platforms.

Standardizing mandatory reporting timelines for fish health events

- Revise reporting timelines to match DFO business days.
- Preference for 2 business days versus 24 hours for reporting deadlines.

Environment

Containment structure

General

- Support for the culture of salmonid species within First Nations' Traditional Territories if closed-containment technologies that eliminate the risk of escapes, that contain, remove, disinfect and dispose of all fecal matter and food waste from the system and that effectively contain, remove, disinfect and dispose of all pathogens/parasites from the system are employed.

Requirement for qualified individual(s) attestation renewal at regular intervals

- Conceptually, attestation renewal at regular intervals is not an issue, as long as the language is appropriate.
- Attestation renewal every two production cycles is reasonable.
- It will need to be made very clear what infrastructure (scope) is included in this requirement.
- Attestation renewal should complement the procedures and inspection and operation schedules that farms already have in place.

Standardized requirements for containment structure array

- Preference that this condition be aligned with the Standard NS9517.

Escape prevention

- Industry would like to consider developing river monitoring plans with First Nation partners and potentially an area for BCSFA to put industry resources together to support a coordinated fish recovery plan.
- Dissatisfied with lack of required escape response; COLs do not require industry to monitor after escape events (e.g. local rivers/streams) or conduct recapture fishery for escaped fish

Interactions with wild fish and megafauna

Reference to species specific guidance/best management practices for least harm

- It is difficult to grade wild fish for treatment while out on the boats due to stress and timelines.
- Increasing the time it takes to treat fish so that grading could occur could lead to higher reinfection rates.
- There needs to be a balance between the management of the fishery and the pathways of effects.
- Least harm is species specific. DFO needs to clarify what this means.
- Reporting should only occur when wild fish are released or dead.
- DFO should be out observing treatments.
- Incidental catch should be shared across fisheries.
- More information is needed in reference to species specific guidance/best management practices for least harm if this is in regards to Species at Risk.

List permitted deterrents and manner in which they may be used

- Concern that this would lead to a loss of situational flexibility or prescription.
- The administrative application of permitted deterrents will need to be well thought out. Parties will need to be mindful of how these conditions are scoped.
- Exploration of all deterrents and their applications is needed.

Protection of fish and fish habitat

Required recovery of lost items that could ghost fish or increase risk of megafauna entanglement

- Further clarification required around proposed measures and timing
- If there is a timeline associated it needs to be realistic for equipment and crews

Enhanced wording around habitat protection requirements

- General support for enhanced wording around habitat protection requirements so long as it is collaborative with local communities and First Nations and is not cost prohibitive

Prohibition to discard any item that may be harmful to fish or fish habitat

- In the past, anchor blocks have been left as artificial reefs. The proposed changes would need to be specific about removal of things like this.
- The commissioning and decommissioning of sites is not under the *Pacific Aquaculture Regulations* (PAR), benthic plastics would be required by the province, not DFO.
- The regulatory requirement of clean-up is under the Provincial *Lands Act*, so it has to be clear that the conditions of licence (COL) reflect actions happening while *fishing*.

Licence holder responsible for clean-up.

- Onus should be on the licence holder to prove due diligence when it comes to clean-up.
- All proponents should be required to complete environmental impact assessments at current and proposed future farm sites and offer compensation for habitat losses where a project has or may be proceeding

Area Based Aquaculture Management (ABAM) Provisions

- If DFO is considering ABAM COLs, then there should be coordination with other marine spatial planning initiatives using science-based evidence for planning scales. Aquaculture is one of many actors in areas and should not be considered in isolation.

Fish Health

Mortality and fish health events

- The intention (to know if there was a large mortality event, regardless of fish size) was not captured by the previous definition.

Sea lice management

Farm based threshold

- Clarification is needed to understand the process DFO uses to contemplate how farm based thresholds are being analyzed.
- The ecological relevance was not addressed in the previous COL renewal, and areas need different thresholds.
- Licensees should be required to demonstrate lice control with the two stipulated counts being below threshold.
- Licensees should be required to reduce stocking density until the total lice inventory is less than the lice-per-fish threshold multiplied by the number of fish originally stocked on the farm.

Thresholds

- 42-day period to reduce lice levels below threshold should be reduced to 10 days.
- Trigger lowered to 0.2 female lice of any species per fish; and/or lice levels exceeding .5 lice per gram on 30% of wild juvenile salmon sampled.

- Concern that a reduction in threshold would lead to increase in treatments and resistance and be cost prohibitive.
- Area-based aquaculture sea lice management may be more appropriate for total number in area, not per fish.
- Thresholds should be set for bioassay performance below which SLICE cannot be used, to avoid increasing resistance.

Pre-migratory window threshold

- There are some agreements in place already which can affect when treatments occur going into this period.
- There is a need for an appropriate risk assessment. It is important to know that there are vets managing the decisions and treating the fish for conservation purposes. Pushing treatments further out may go so far that it pushes companies to do multiple treatments, which would be poor for fish welfare.
- Bioassays should be conducted before spring outmigration, to determine the appropriate type of treatment for each farm and avoid delays in implementing treatments requiring vessels.

Treatments

- Bioassays should be conducted before spring outmigration, to determine the appropriate type of treatment for each farm and avoid delays in implementing treatments requiring vessels.
- All farms within the defined area should treat at the same time for sea lice and share bioassay data so as not to increase resistance.
- Monitoring protocols should be designed and implemented for each drug and chemical used or excreted in the net pen, to capture potential impacts to non-target species. Limits to the number of treatments with any given chemical or drug should be developed based on monitoring results.

Evidence and performance based measures at licence re-issuance.

- The framework should be transparent and if performance does not meet targets, a mechanism should be put in place to have advance issuance of warnings for production planning.

Area-based management measures

- Further clarification is needed to understand area-based management measures.

Different metric threshold

- Preference to stay with the current metric for threshold.
- Include threshold for *Caligus clemensi*.
- The increase in *Caligus* occurs simultaneously with wild salmon, so this indicates an external source. More studies are required prior to regulating *Caligus*.
- There is a lack of relevant science that indicates that *Caligus* has an impact/ harm on wild fish. More information is needed on life cycle.

Wild juvenile sampling

- One hundred juvenile salmon should be beached, seined, and live-sampled at sites upstream and downstream from each farm, once every two weeks from March through the end of June, and sea lice counted by species and life-stage.
- Wild juvenile sampling occurs already with multiple partners (ASC certification, First Nations Agreements).
- More details are needed as to how wild juvenile sampling is applied to the COL.
- Wild juvenile salmon sampling should be reported publicly on the websites of licensed aquaculture operators in real time, together with their on-farm lice levels.

Removing Wild Fish From Pens

- It would require a lot of lead time in terms of infrastructure and innovation to remove wild fish from pens. Investment would be needed before this is introduced.
- Refuge-seeking behavior cannot be solved easily. This would need to be an engineered solution, which isn't yet possible.
- Whenever there is the opportunity, wild fish are released. Industry is constantly working to be better in this area.
- Removal (outside of regular handling) could potentially be detrimental to the health of both wild and farmed fish.

Enhanced monitoring and reporting

- Real-time disclosure of disease and treatment records on the licensee's website should be required in addition to reporting to DFO.
- All farms failing to comply with conditions of licence should be subject to significant fines and prohibited from applying for any renewal, extension or amendments to licences for a fixed period of time. Fines should be set at escalating levels that incentivize timely treatment for sea lice, whether with drugs, chemicals or farm depopulation.
- Audits of salmon farm lice counts should be increased; and mandatory auditing instituted for any unusual mortality event or disease outbreak.
- In order to improve public confidence in salmon farm management, all DFO audits should be attended by a qualified third-party observer.
- Licensees should be required to inform First Nations of fish health events, reportable disease and fish transfer requests.
- Streamline or reduce reporting where possible.

Stocking

Management of cohorts

- More discussion is needed before this is put into place.
- More details are needed regarding the specified time periods as environmental conditions often dictate when transfers and harvesting can occur. Also, there are areas that do not have authorized Pesticide use Permits and SLICE is the only treatment option. Withdrawal periods may delay harvesting. Specified time period may also limit operational flexibility in the event regulatory approvals are delayed or altered. Also need flexibility around harvests.
- All farms within the defined area should stock fish of the same age-class.
- All farms should screen salmon for PRV and *Tenacibaculum maritimum* and deny smolt transfers to open net pens if these or other disease agents are present in the stock.

Attachment 1.
Area-Based Aquaculture Management Information Package

The purpose of this information package is to invite you to participate in collaborative discussions related to a new Area-Based Aquaculture Management (ABAM) approach in British Columbia. An overview of this initiative can be found in the enclosed fact sheet and infographic. You may be aware of ABAM from previous forums in the winter and spring of 2021 or from Fisheries and Oceans Canada (DFO) correspondence, including the Pilot Area Expression of Interest application form, distributed in August 2021 and also enclosed here again.

At this time, one of the priority goals of ABAM is to create an initial Pilot Area in BC where area-based concepts can be discussed, co-developed, and trialed. We are currently soliciting Expressions of Interest, so that the Pilot Area can be chosen in early 2022. We are also exploring regionally coordinated approaches to support the development of ABAM. DFO would like to hear from a variety of Indigenous groups and stakeholders about their perspectives on area-based aquaculture management.

If you have any questions regarding the contents of this message or the attachments, please follow up with our ABAM coordinators at AreaBasedAquacultureManagement@dfo-mpo.gc.ca.

Encl.

ABAM Fact Sheet

ABAM Infographic

Pilot Area Expression of Interest Form

Aquaculture Initiatives 2021 – 2023

Area-Based Aquaculture Management

What is Area-Based Aquaculture Management?

Area-Based Aquaculture Management (ABAM) is a new initiative in British Columbia which aims to have different levels of governments, stakeholders, and industry working together to spatially plan, manage, monitor, and continue to improve aquaculture activities. This will occur within distinct geographical areas so the unique jurisdictional, ecological, social, cultural, and economic values that exist can be considered.

A Brief History

In December 2018, the Honorable Jonathan Wilkinson, former Minister of Fisheries and Oceans Canada, announced that Canada would “work in partnership with the provinces and territories, industry, Indigenous partners, environmental groups and other stakeholders to ensure an economical and environmentally sustainable path forward” for aquaculture in BC.

In 2019 an Indigenous and Multi-stakeholder Advisory Body and three associated technical working groups were created. Each working group focused on a key issue that had been identified for improvement and/or enhanced collaboration:

- (1) Salmonid Alternative Production Technologies;
- (2) Marine Finfish and Land-based Fish Health; and
- (3) Area-Based Management.

In June of 2020 the Area-Based Management Technical Working Group proposed a [framework for ABAM](#). This framework recommends concrete actions for an area-based management approach to enhance the sustainability of aquaculture and support the protection and conservation of wild fish in the Pacific Region. One of the key features of the framework is collaborative governance.

In Budget 2021, DFO was granted \$3M over two years to pilot ABAM in British Columbia.

What Have We Done So Far?

Since 2019, DFO has been engaging with Indigenous groups, industry and other stakeholders. DFO has also hired new staff to support further work on this initiative.

Priorities for 2021-2023

- ❖ Engage in a dialogue on ABAM;
- ❖ Discuss potential collaborative partnerships;
- ❖ Establish a Regional Committee with provincial and Indigenous participation;
- ❖ Identify a Pilot Area to trial ABAM;
- ❖ Deliver capacity funding to First Nations to participate in ABAM; and
- ❖ Identify areas for future ABAM development, beyond the pilot area

A **Pilot Area Expression of Interest (EOI)** application form is available for those who want to propose and participate in a pilot area. Submission deadline is Dec 31, 2021

Contribution funding is available to Indigenous groups to participate in ABAM.

Please use the contact below to request application packages or to learn more about these processes.

Timelines

- ❖ **August 2021**: Share template EOI for a pilot area.
- ❖ **September to March 2022**: Dialogue with aggregate forums and bilateral meetings upon request.
- ❖ **December 31, 2021**: Submission deadline for Pilot Area EOI applications and for Indigenous Contribution Funding applications for 2021-22 funding.
- ❖ **January to March 2022**: Review pilot area proposals and select pilot area. Establish Regional Coordinating Committee.
- ❖ **April 2022 to April 2023**: Develop ABAM elements regionally and within pilot area, including collaboratively establishing a pilot area governance structure, engagement processes, and regional and area management plans.

Information Sessions

The Department would be pleased to hold bilateral discussions with interested groups upon request.

Contact

Amber Neuman, Sr. ABAM Coordinator

AreaBasedAquacultureManagement@dfo-mpo.gc.ca
(250)-754-0406

What is Area-Based Aquaculture Management ^{L7}

Area-Based Aquaculture Management (ABAM) is an approach being developed by Fisheries and Oceans Canada (DFO) to ensure the environmental, social, cultural and economic factors unique to geographical areas are considered when managing aquaculture. DFO applies area-based tools and decision making in many aspects of fisheries management.

THE GOVERNANCE STRUCTURE

The governance structure to support ABAM would be nested and correspond to various spatial scales. It would include different levels of governments.

TIER 1: PROVINCIAL BOUNDARY

- would have an overarching committee that facilitates coordination and communication for ABAM

TIER 2: AQUACULTURE MANAGEMENT AREA (AMA)

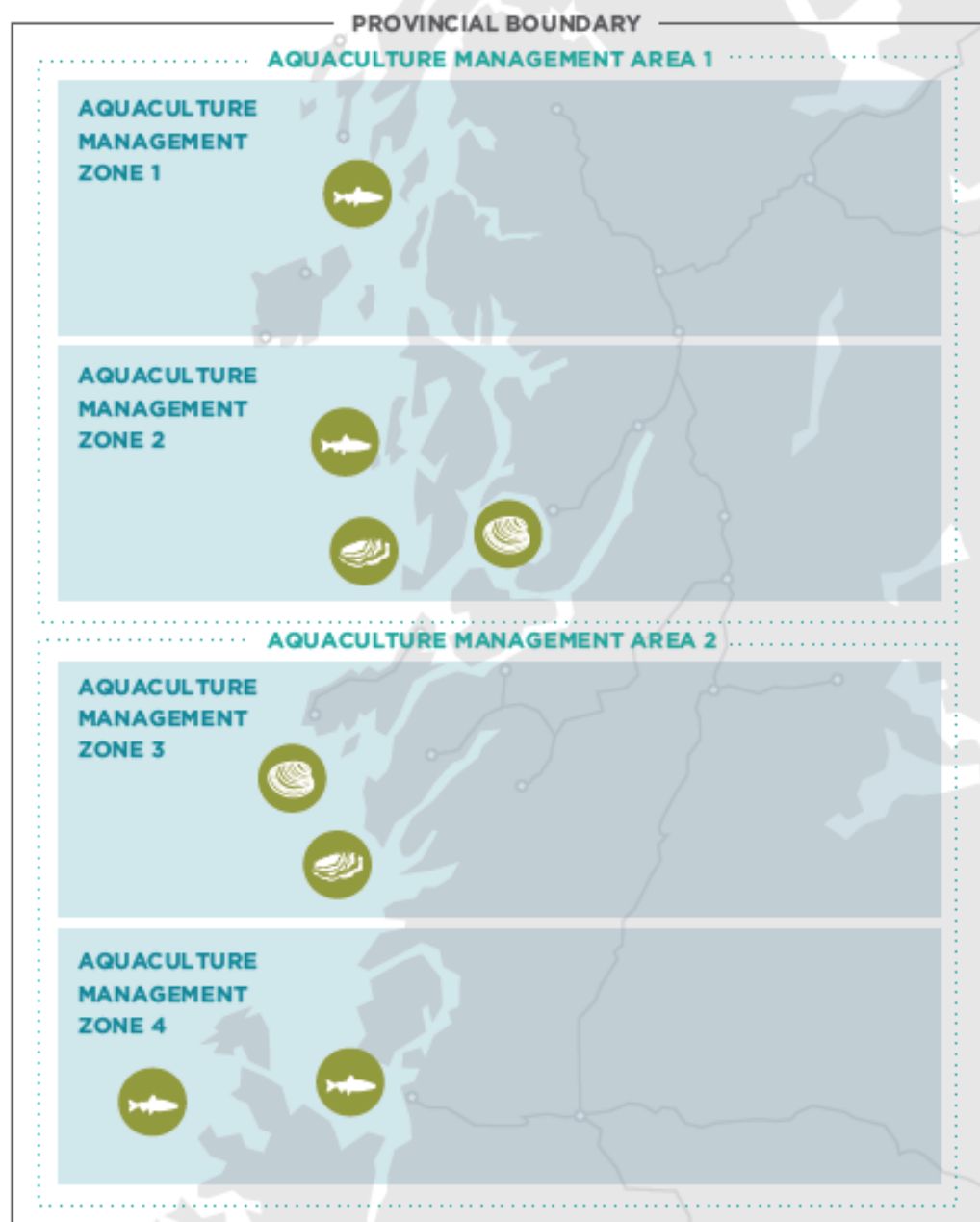
- an area smaller than the province that may include one or more Aquaculture Management Zones
- governed by a collaborative area-based committee

TIER 3: AQUACULTURE MANAGEMENT ZONES (AMZ)

- a single sound, inlet or watershed
- may have coordinated management objectives, such as fish health or water quality, due to the connectivity of farms

TIER 4: SITES

- individual finfish and shellfish farm sites
- no governing body; managed through federal and provincial licences



*Note: this image is fictional and for illustration purposes only. AMAs have not yet been created.

CONSIDERATIONS FOR AREA-BASED AQUACULTURE MANAGEMENT

- | | | | |
|--|-------------------------------|------------------------|--------------------|
| • Respecting Indigenous Rights and Title | • Resilient to Climate Change | • Ecological Integrity | • Sustainable |
| • Knowledge-based | • Integrated | • Collaborative | • Accountable |
| • Transparent | • Precautionary | • Adaptable | • Human Well-being |



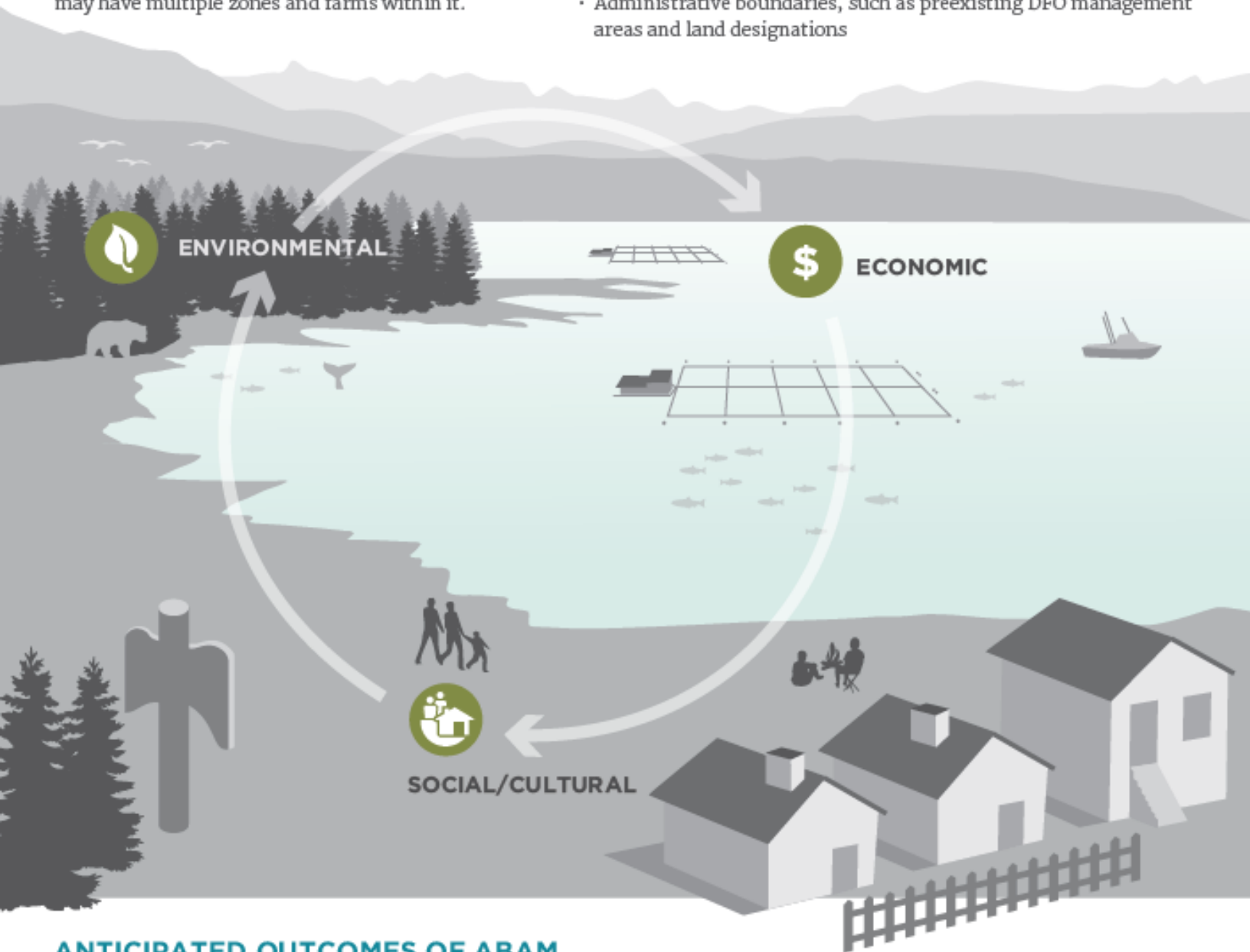
WHAT DOES AN AQUACULTURE MANAGEMENT AREA LOOK LIKE?

Area-Based Aquaculture Management (ABAM) will consider the unique features and environmental, social, cultural and economic values within a geographical area. An Aquaculture Management Area (AMA) is a spatial unit within the province that may have multiple zones and farms within it.

HOW IS AN AMA DETERMINED?

AMAs will be created with the following considerations in mind:

- First Nations territories and collaboration with Indigenous Peoples
- Ecosystem functions and services
- Presence and operational logistics of existing industry and the potential for future aquaculture activities
- Administrative boundaries, such as preexisting DFO management areas and land designations



ANTICIPATED OUTCOMES OF ABAM

ECOSYSTEM-BASED
PLANNING AND MANAGEMENT

NATION-TO-NATION
COLLABORATIVE
PLANNING AND MANAGEMENT

IMPROVED ECONOMIC BENEFITS FOR COASTAL
AND RURAL COMMUNITIES FROM AQUACULTURE

TRANSPARENT
DECISION-MAKING

INCREASED
SOCIAL LICENCE

ENHANCED
FOOD SECURITY
& SUSTAINABILITY

INCLUSIVE
KNOWLEDGE

CONSIDERATION OF OTHER USES OF
WATER AND LAND

SHARED
ACCOUNTABILITY

Area-Based Aquaculture Management Pilot Area Expression of Interest Form

1. Overview

Area-Based Aquaculture Management (ABAM) is a new initiative in British Columbia which aims to have different levels of governments, stakeholders, and industry working together to spatially plan, manage, monitor, and continue to improve aquaculture activities. This will occur within distinct geographical areas so the unique jurisdictional, ecological, social, cultural, and economic values that exist can be considered. The goal is to support economic viability and long term sustainability of aquatic ecosystems. In 2020, the Area-Based Management Technical Working Group released a proposed framework¹ for ABAM, which will help guide the initial development of this program, while input from other participants will help determine the future direction and success.

In Budget 2021, Fisheries and Oceans Canada (DFO) was granted \$3M over two years to pilot one ABAM area in British Columbia. **DFO is seeking Expressions of Interest (EOI) for proposed ABAM pilot areas.**

Capacity funding will be provided to First Nations who participate in the selected pilot area.

2. Who Can Apply

Applications for EOI may be submitted by:

- First Nations in BC with existing aquaculture activities in their territory
- Aquaculture licence holders
- Other Indigenous and/or multi-stakeholder groups in BC that operate in areas with existing aquaculture activities
- Other levels of government in BC

Collaborative approaches to governance and involved stakeholders are a key feature of ABAM. Applications that have support from multiple or all of the above groups will be given preference.

ANTICIPATED OUTCOMES OF ABAM

ECOSYSTEM-BASED
PLANNING AND MANAGEMENT

NATION-TO-NATION
COLLABORATIVE
PLANNING AND MANAGEMENT

IMPROVED ECONOMIC BENEFITS FOR COASTAL
AND RURAL COMMUNITIES FROM AQUACULTURE

TRANSPARENT
DECISION-MAKING

INCREASED
SOCIAL LICENCE

ENHANCED
FOOD SECURITY
& SUSTAINABILITY

INCLUSIVE
KNOWLEDGE

CONSIDERATION OF OTHER USES OF
WATER AND LAND

SHARED
ACCOUNTABILITY

¹ Proposal from the Area-Based Management Technical Working Group to the Indigenous and Multi-stakeholder Advisory Body May 22, 2020: <https://www.dfo-mpo.gc.ca/aquaculture/publications/amb-twg-eng.html>

3. How to Apply

STEP 1: Consult with a DFO ABAM Coordinator by emailing the contact provided below. Doing so will allow for feedback on the submission and/or development prior to evaluation.

STEP 2: Complete this electronic form and submit to the email provided below. All applicants must use this template and complete all sections electronically. Failure to do so may result in either a delay or refusal of your submission. Should you have questions, please contact the an ABAM Coordinator using the email noted below.

Please read and complete each section carefully and concisely. Limit your responses to the space provided as much as possible. For further information or assistance with the form please contact the ABAM coordinator at the email provided below.

**Expressions of Interest must be submitted by 11:59pm Pacific Standard Time (PST)
December 31, 2021 : C/O ABAM Coordinator AquacultureEngagement.XPAC@dfo-mpo.gc.ca**

4. Evaluation

The criteria outlined in the EOI form will be used to assess the merits of proposed applications and their fit with DFO's mandate and anticipated outcomes of ABAM as described on page 1. For further information on the evaluation criteria please contact the ABAM coordinator.

5. What to expect after you apply

You should receive an email notification of a successful submission within 5 business days of the deadline. Contact the an ABAM Coordinator using the email below if you have submitted a form but have not received this notification.

A decision on the pilot area will be made by March 31, 2022. All applicants will be notified of this decision by email. DFO staff will engage the successful EOI applicants on next steps. Those EOI not selected for the pilot areas will be kept on file for potential future areas if the program is successful and renewed beyond 2023.

6. Timelines and Contact

Expression of Interest Submission Deadline	December 31, 2021
Pilot Area Decision Notification	March 31, 2022
Contact	ABAM Coordinator AquacultureEngagement.XPAC@dfo-mpo.gc.ca

Area-Based Aquaculture Management Pilot Area Expression of Interest Form

1. Proposed Pilot Area Title

Provide a clear, descriptive Title for the proposed pilot area.

2. Executive Summary

The Executive Summary is a synopsis of the proposed pilot area including a description of the geographic area, a brief overview of existing aquaculture activities in the area, a list of First Nations and any other Indigenous governance structures in the area, a description of any established collaborative partners in the area, any innovative ideas or technology and a willing industry partner to adopt.

It must contain sufficient information to stand alone during the review and approval, and be suitable for public consumption through relevant communications products (including federal). Be sure to spell out acronyms, and do not assume that the reader is familiar with or has read the full proposal.

Note: *This summary may be published and made available to the public. It may be edited prior to publication and forms an essential basis of the review process, so please be thorough and connect your project to the Area-based Aquaculture Program Guidelines.*

3. Applicant Profile

A) APPLICANT INFORMATION:

Principle Applicant Organization Name	<i>Business / First Nation / Organization</i>		
Principle Applicant Organization Type	<input type="checkbox"/> First Nation <input type="checkbox"/> Industry <input type="checkbox"/> Other Indigenous and/or multi-stakeholder group	<input type="checkbox"/> Other levels of government <input type="checkbox"/> Other (Specify):	

B) MAILING ADDRESS:

PO Box or Civic number and Street		City/Town	
Province		Postal Code	
E-mail address			
Website address			

C) PRIMARY CONTACT:

Relation to principle applicant	<input type="checkbox"/> Employee / Executive <input type="checkbox"/> Elected Official <input type="checkbox"/> Hereditary Chief/Counsel	<input type="checkbox"/> Third party (e.g. consultant) <input type="checkbox"/> Other (Specify):	
Full Legal Name			
Title			
Telephone number (Business):		Other/Cell number	
E-mail address			

4. Geographic Description for Proposed Pilot Area

The pilot will be a defined geospatial Aquaculture Management Area (AMA) as described in the infographic on page 3. The pilot area may include one or more unique zones that require specific management measures, such as inlets or watersheds. Considerations for a pilot area include First Nations territories or governance structure boundaries, ecosystem functions and services, social, economic and cultural values, and existing administrative boundaries.

A) Location Name	
B) Location Description	

C) List all communities within geographic area (e.g. First Nations, Other Indigenous Governance Bodies, Municipalities, Regional Districts)	
D) Map Attached (required)	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Provide a map at the highest resolution possible to show the entire geographic area. Map must include a boundary line of the proposed pilot area.</i>
E) Shape File of Proposed Pilot Area Boundary Attached (optional)	Yes <input type="checkbox"/> No <input type="checkbox"/>

5. Aquaculture Activities in Proposed Pilot Area

A pilot area must have an existing aquaculture industry and potential for future aquaculture activities. Preference will be given to applications that demonstrate opportunities for innovative ideas or technologies.

A) Describe the current aquaculture activities within the area. (e.g. type of aquaculture, operators)	
B) How do you see the future for aquaculture activities in the area?	
C) Are there opportunities for innovation and new technology? <i>Briefly describe</i>	

6. Partnerships and Collaboration

Collaborative approaches to governance and involved stakeholders are a key feature of ABAM. Priority will be given to applications that have more than one First Nations partner who have an interest in participating in this initiative as a collaborative governance partner. Pilot areas must also have an interested and innovative industry partner. Further preference may be given to areas that have an existing collaborative table or potential to build on one, and/or an interested regional or municipal government.

	Organization <i>Business / First Nation / Organization</i>	Project Team Members <i>Full Name of Individual, Title</i>	Email Address
A) Collaborative Partners & Project Team Members			
B) Description <i>Description of the collaborative partners that support this application, how they work together. (e.g. roles, qualifications, experience)</i>			
C) Existing Collaborative Bodies <i>Are there existing partnerships and/or collaborative tables in the area that may be utilized? Describe.</i>			
D) Letters of Support Attached	<i>List letters of support attached.</i>		

7. Rationale for Proposed Pilot Area

A) Area

Why this area is ideal for an Area-based Aquaculture Management approach?

Describe how the unique jurisdictional, ecological, social, cultural, and economic values that exist be considered.

B) Indigenous Participation

Describe the level of support for participation in ABAM from each Nation.

Describe briefly

What are Indigenous perspectives on aquaculture in this area? (e.g. support or opposition to industry growth, innovation and technology)

Is there existing Indigenous participation or partnerships in aquaculture in this area?

Describe briefly

Describe Indigenous interest in building aquaculture management capacity.

(e.g. collaborative governance, monitoring, business partnerships, employment)

C) Industry Participation

Describe the level of support for participation in ABAM from the aquaculture operators in the area.

Describe aquaculture operators interest in growth, innovation and technology in the area.

D) Other Government Participation	
<p>Describe the level of support for participation in ABAM from local governments.</p> <p><i>Note – DFO will be seeking provincial government support to participate in ABAM.</i></p>	
<p>What are local government and public perspectives on aquaculture in this area?</p> <p><i>(e.g. support or opposition to industry growth, innovation and technology)</i></p>	
E) Links with Other Initiatives and Funding	
<p>Describe how your proposal links to other initiatives, funding programs, projects, or activities in the area.</p>	
<p>How will these linkages be maintained or enhanced?</p>	
<p>Provide evidence to support integration with current initiatives (e.g. letters of support).</p>	
<p>Provide web links to other projects or initiatives.</p>	
F) State or Readiness	
<p>Describe this areas state of readiness to move forward on elements of ABAM in 2022-23.</p> <p><i>In 2022-23 we will develop ABAM elements within a pilot area including: create collaborative governance structure, initiate the development of an area plan, develop stakeholder engagement process, support First Nations involvement.</i></p>	

LGA

Division 3 — Election Officials Appointment and Authority

Appointment of election officials

58 (1) For the purposes of conducting an election, the local government must appoint a chief election officer and a deputy chief election officer.

(2) The chief election officer must appoint election officials required for the administration and conduct of the election.

(3) Without limiting the generality of subsection (2), the chief election officer must appoint the following:

(a) presiding election officials for election proceedings where the chief election officer is not acting as presiding election official;

(b) election officials to act as alternate presiding election officials for election proceedings;

(c) election officials required to assist the presiding election official at election proceedings.

(4) The chief election officer may delegate the authority under subsection (3) (c) to the presiding election official for the election proceedings.

(5) The chief election officer may appoint peace officers as election officials to assist presiding election officials in fulfilling their duty to maintain peace and order at the election proceedings for which they are responsible.

(6) If an election official is absent or unable to act, a person appointed as deputy chief election officer or appointed under this section as alternate for the official must perform the duties and has the powers of the official.

(7) A candidate, candidate representative or financial agent may not be appointed as an election official.

(8) Before assuming duties, an election official must make a solemn declaration that the person

(a) will faithfully and impartially exercise the powers and perform the duties of the position to which the election official is appointed,

(b) has not received and will not accept any inducement

(i) to exercise the powers or perform the duties of the position otherwise than impartially and in accordance with this Act, or

(ii) to otherwise subvert the election,

(c) will preserve the secrecy of the ballot in accordance with section 123 [voting to be by secret ballot], and

(d) is not and will not become a candidate, candidate representative or financial agent while holding the position of an election official.

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: February 23th, 2024

Re: Steep Slope Hazard Development Permit request for 592 Cardiac Climb

Purpose of Report

To provide a summary of the development permit review of the proposed single family modular home at 592 Cardiac Climb, Tahsis.

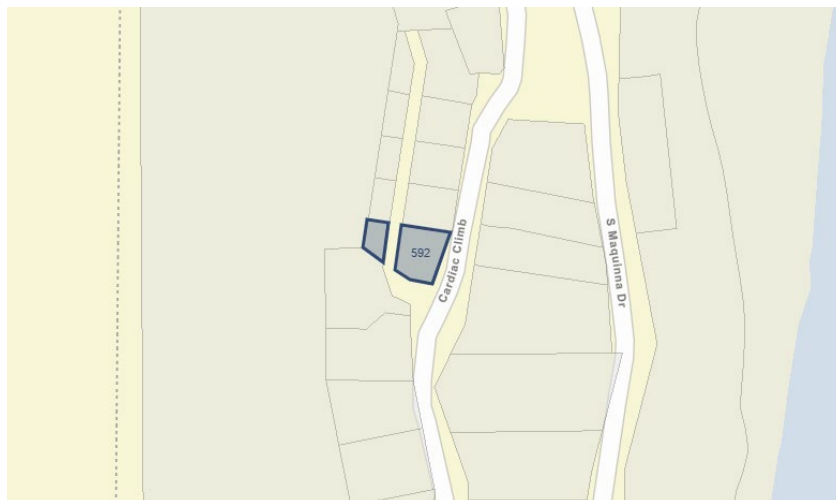
Recommendation(s)

1. THAT Council approve Steep Slope Hazard Development Permit as attached to this letter and authorize the CAO to issue the Development Permit.

Background

The project consists of the placement of a new single family modular home on the identified lot below (see Project Location map).

Figure 1 – Location of Subject Property



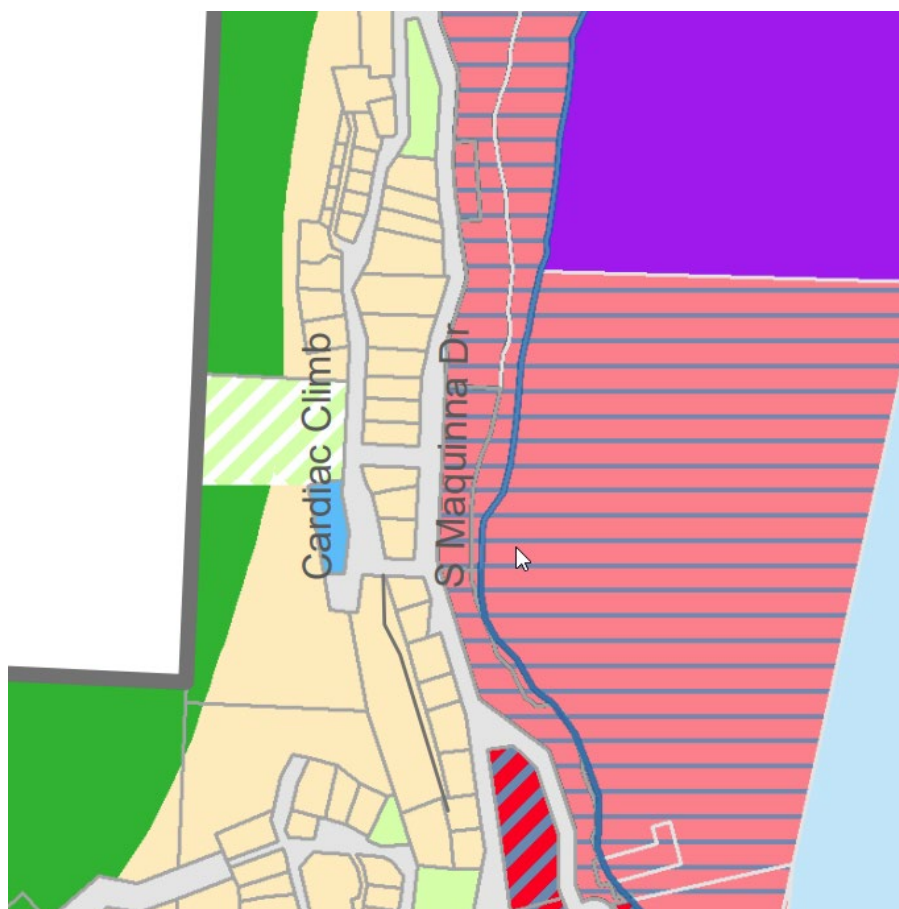
The Village's Official Community Plan (OCP) designates a Steep Slope Hazard Conditions Development Permit Area. Thus, the project site falls within this area, and requires approval for a Steep Slope Hazard Conditions Development Permit.

OCP Land Use and Development Permit Guidelines, and Zoning Review

OCP Land Use

The OCP designates this property as Residential. This designation allows for a full spectrum of residential uses and dwelling types to accommodate permanent and seasonal residents throughout the year and through a resident's life span.

Figure 2: OCP Designation



The proposed development permit is consistent with the OCP Land Use policy designation.

OCP Development Permit Guidelines

The proposed development falls within the Steep Slope Hazard Development Permit Area. Steep ravine slopes are subject to potential risk of hazards such as landslides and erosion.

This designation exists to allow land to be used for its planned purposes, while also protecting residents and property from the potential risk of natural hazards. A geotechnical assessment of the slope stability issues for this property has been completed to support the approval of a Development Permit.

The proposed development is compliant with the guidelines described in this development permit area.

The table below shows the guidelines and whether the proposed development is in accordance with the specific guidelines.

Guideline	In Accordance (Y / N / N/A)
The potential for soil and rock slope instability, including the potential for rockfalls, supported by documentation of the extent of anticipated instability, accurate field determination of slope crest location or other geological features. Site plans and slope profiles should be provided.	Y
Geotechnical considerations of cut and fill slope stability with recommendations and restrictions on excavation, blasting and filling	Y
Possible building envelopes in relation to natural or cut slope crests and possible rockfall zones.	Y
Possible evidence of slope conditions that might indicate an imminent landslide or rockfall hazard.	Y
Groundwater conditions and the potential slope instability which might be caused by groundwater seepage due to drainage and septic field system.	Y
In all areas underlain by limestone, the potential for the existence of solution cavities and sinkholes and the implications of such features for the proposed development.	N/A
Erosion potential by ocean waves or drain discharges.	Y
The maintenance of vegetation on soil slopes and within the setback zone above the slopes to minimize erosion; the necessity for selective scaling, rock bolting and tree removal to improve stability conditions, on a site-specific basis, in areas of bedrock.	N/A

Zoning Bylaw

The property is currently zoned Residential Zone One (R-1). The table below provides a summary of the R-1 zone and shows the proposal is in compliance with the Zoning Bylaw.

	R-1 Zone	Proposed
Principal Uses	Single-family dwellings	Single-family modular home.
Lot Sizes	The minimum parcel area for residential is 557.4 m ²	388.5 m ²
Minimum Setbacks		
Front Yard	6 metres	6.05 metres
Rear Yard	2 metres	2.05 metres
Side Yard	1.5 metres (except where the side yard flanks a street in which case the minimum yard distance shall be 3 metres)	1.53 metres
Maximum Height	10 metres	In compliance. Building height is less than 10 metres.
Maximum Lot Coverage	35%	20%
Parking Requirements	2 spaces per dwelling unit	2 spaces

Implications

No implications are anticipated should Council approve the DP.

Financial Implications

There are no foreseen financial implications for the Village at this time.

Strategic Priority

None identified at this time.

Recommendations

It is recommended that Council approve the development permit as attached.

Conclusion

The proposed application will provide housing at 592 Cardiac Climb and is in alignment with the objectives of the development permit area.

Respectfully submitted:



Mark Tatchell, CAO

Development Permit

592 Cardiac Climb

Permit No: 2024-01

Registered Owner:
MILAN JACKO, MANAGER
BIBIANA JACKOVA, RETIRED



Civic Property:
Civic: 592 Cardiac Climb, Tahsis, BC

Description of Land:
PID: 002-464-730
Legal Description: LOT 90, DISTRICT LOT 443, NOOTKA DISTRICT, PLAN 26880

Proposal: Steep Slope Hazard Development Permit for building a single family modular home

Conditions of Permit:

1. This permit is issued subject to compliance with all relevant Village of Tahsis bylaws, except as specifically varied or supplemented by this Permit.
2. This permit applies to the lands described above, and any buildings, structures, and other development thereon (hereinafter called 'the Lands').
3. The subject property is within the following Development Permit Areas:

Steep Slope Hazard Development Permit Area

4. The Lands and building(s) which are subject to this Permit shall be developed strictly in accordance with the terms and conditions of this Permit and in accordance with the following schedules:

SCHEDULE A: SITE PLAN

5. This permit is not a building or sign permit.
6. Pursuant to section 504(1) of the *Local Government Act*, this permit will lapse two years from the date of the Development Permit approval unless construction, in accordance with the terms and conditions of this permit, has substantially started.
7. Further to condition 6, construction is considered to be substantially started when a valid building permit for the development has been issued and shall not have lapsed; and

excavation or construction works associated with the development hereby approved must have commenced to the satisfaction of the Director of Development Services.

8. Where the development authorized by this Permit has lapsed prior to commencement of any work pursuant to this Permit, the security shall be returned.

Date of Development Permit Approval/Issue by Delegate of Council.

This permit was approved and issued on March 5, 2024

This permit expires on March 5, 2026

Mark Tatchell, CAO



DEVELOPMENT PERMIT APPLICATION FORM

M2
Village of Tahsis
977 S. Maquinna Dr.
PO Box 219
Tahsis, BC
V0P 1X0
Ph (250) 934-6344
Fax (250) 934-6622
reception@villageoftahsis.com

Legal Description: Lot 90, plan VIP 26880, District Lot 443, Nootka Land District.
Civic Address: 592 Cardiac Climb, Tahsis BC
Folio Number: _____ PID #: 002-464-730
Applicant: Milan Jacko
Mailing Address: 71-20560 66 AVE Langley, BC Postal Code: V2Y 2Y8
Phone: 778-388-5371 Fax: _____
Current Zoning: R1
Official Community Plan Designation: _____

VARIANCE REQUIRED ☒ No ☐ Yes – Section _____

DEVELOPMENT PERMIT AREA

☐ Flood Hazard ☒ Steep Slope Hazard ☐ Anthropogenic Hazard ☐ Natural Environment

Using the Checklist (below), describe the proposal – include plans and specifications of the proposed development drawn to an appropriate scale, including an 8½ x 11 legible site plan with the details listed in the Checklist. All information required as per the Bylaw must be submitted.

Council Meetings

Do you wish to appear before Council to explain your proposal?

☐ YES ☒ NO

Please ensure the following items are included with the completed application:

- ✓ ☐ Application Fee: \$500.00
- ✓ ☐ Current Title Search for all parcels and copies of all covenants, building schemes, easements and right of ways charged on title

TO BE COMPLETED BY THE VILLAGE OF TAHSIS:

Date Complete Application Received _____

Application Fee \$ _____

Total Fee Paid \$ _____

Receipt # _____

DEVELOPMENT PERMIT - CHECK LIST

All of the information listed below must be included in all Development Permit applications. In addition, you must provide the specific information material and/or documents for the respective Development Permit Area, as detailed in Part 4 of the Development Procedures Bylaw No. 633, 2020.

Staff will not begin processing your application until all required information has been provided and the application complete.

✓ Land Title

- ☐ recent certificate of title (within 10 days of receipt of application)
- ☐ all covenants, building schemes, easements or right of ways charged on title

✓ A site plan and other supporting plans which contain the following minimum information about the property:

- ☐ location map including neighbouring land uses
- ☐ existing and proposed buildings in relation to legal property boundaries
- ☐ Significant physical features and topographic information including all existing watercourses and wetlands,
- ☐ North arrow and drawing scales,
- ☐ Dimensions for all elevations and site plans,
- ☐ Geodetic elevation,
- ☐ Residential unit or building layout and/or comprehensive plan illustrating unit distribution,
- ☐ Existing or proposed roads
- ☐ Landscaping plan showing location, type and quantities of all plants and ground cover material including a written estimated cost for the proposed plan,
- ☐ Open space

✓ Additional Requirements

- ☐ Written explanation of how the proposal satisfies all Development Permit Area Guidelines in the OCP
- ☐ A Surveyors Certificate prepared by a BCLS Surveyor;
- ☐ A completed "site profile" for the subject property if required under Section 40 of the *Environmental Management Act*.

If you are requesting a variance, provide reasons for varying bylaw requirement(s). On your site plan, show the existing bylaw requirement and your proposed variance with accurate dimensions.

DEVELOPMENT PERMIT - CHECK LIST FOR STEEP SLOPE HAZARD DPA

✓ All of the information listed below must be included in Development Permit application for a subject property located in a Steep Slope Hazard Development Permit Area. This information is in addition to the general requirements for all development permits.

✓ Staff will not begin processing your application until all required information has been provided and the application complete.

- ✓ □ A site-specific investigation and reports prepared by a qualified registered professional with specific experience in geotechnical engineering and/or engineering geology. The report shall include:
- Site plans and slope profiles on the potential soil and rock slope instability, including the potential for rockfalls or landslip, supported by documentation of the extent of anticipated instability, accurate field determination of slope crest location or other geological features,
 - Geotechnical considerations of cut and fill slope stability with recommendations and restrictions on excavation, blasting and filling,
 - Possible building envelopes in relation to natural or cut slope crests and possible rockfall zones,
 - Possible evidence of slope conditions that might indicate an imminent landslide or rockfall hazard,
 - Groundwater conditions and the potential slope instability which might be caused by groundwater seepage due to drainage and septic field system,
 - In all areas underlain by limestone, the potential for the existence of solution cavities and sinkholes and the implications of such features for the proposed development,
 - Erosion potential by ocean waves or drain discharges,
 - The maintenance of vegetation on soil slopes within the setback zone above the slopes to minimize erosion, the necessity for selective scaling, rock bolting and tree removal to improve stability conditions, on a site-specific basis, in areas of bedrock, and
 - Confirmation that the property is safe for the intended use.

TITLE SEARCH PRINT

File Reference: 230562-C Jacko

Declared Value \$23000

M2
2024-01-31, 16:12:04
Requestor: Rachel Luk****CURRENT AND CANCELLED INFORMATION SHOWN****

Land Title District Land Title Office	VICTORIA VICTORIA
Title Number From Title Number	CA6901165 CA4399540
Application Received	2018-06-29
Application Entered	2018-07-04
Registered Owner in Fee Simple Registered Owner/Mailing Address:	MILAN JACKO, MANAGER BIBIANA JACKOVA, RETIRED 71 - 20560 66 AVENUE LANGLEY, BC V2Y 2Y8 AS JOINT TENANTS
Taxation Authority	Courtenay Assessment Area Tahsis, Village of
Description of Land Parcel Identifier: Legal Description:	002-464-730 LOT 90, DISTRICT LOT 443, NOOTKA DISTRICT, PLAN 26880
Legal Notations	NONE
Charges, Liens and Interests Nature: Registration Number: Registration Date and Time: Registered Owner:	COVENANT CB1134253 2024-01-25 16:05 VILLAGE OF TAHSIS
Duplicate Indefeasible Title	NONE OUTSTANDING
Transfers	NONE
Pending Applications	NONE

TITLE SEARCH PRINT

File Reference: 230562-C Jacko

Declared Value \$23000

M2
2024-01-31, 16:12:04
Requestor: Rachel Luk

Corrections

NONE

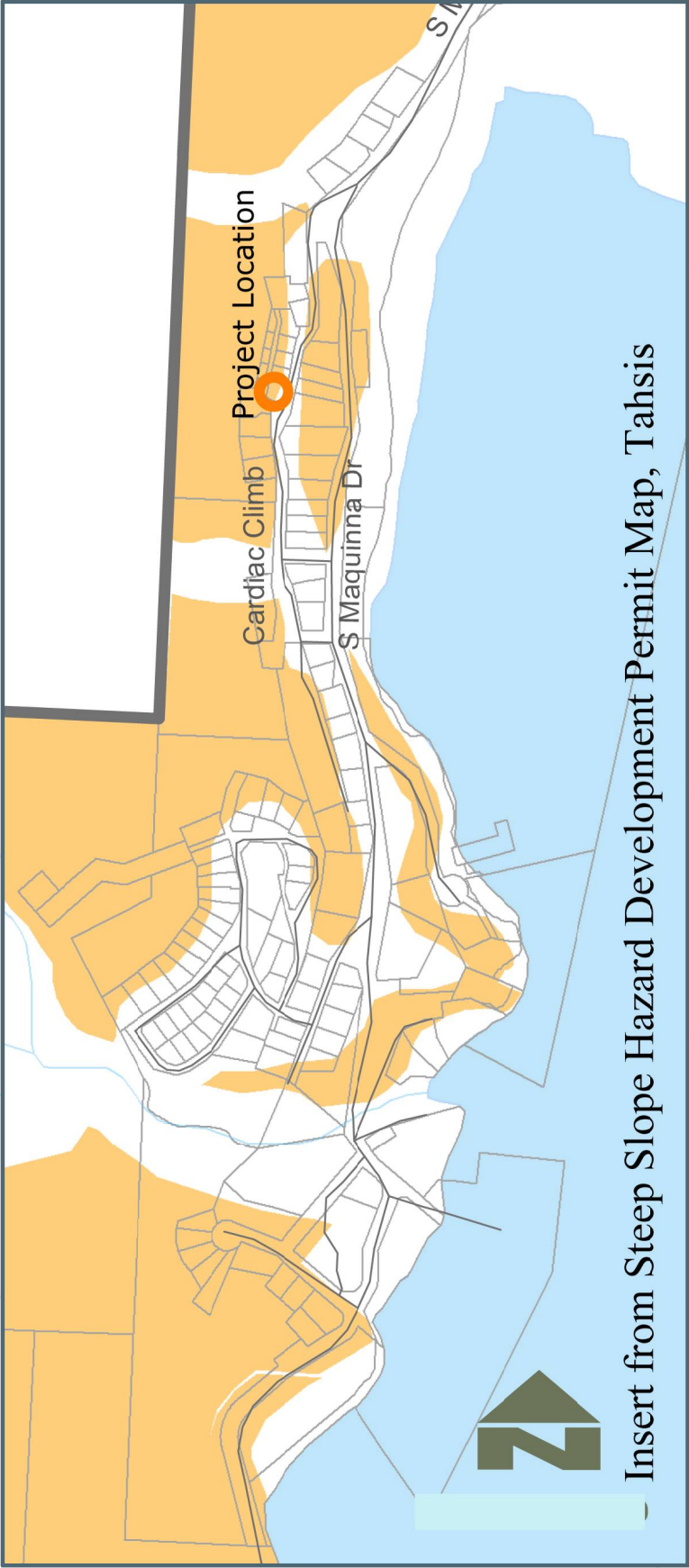


2023-09-21, 2:50:39 p.m.

- Property
- TANTALIS - Crown Tenures
- TANTALIS - Crown Tenures

592 Cardiac Climb

Project Location Map



PROPOSED MODULAR LOCATION FOR: LOT 90, DISTRICT LOT 443, NOOTKA DISTRICT, PLAN 26880

DATE: SEPTEMBER 21, 2023

BCGS 92E.097

PID: 002-464-730

OWNER: JACKO & JACKOVA

CIVIC: 592 CARDIAC CLIMB

LEGEND:

- - Denotes - Iron Post Found
- - Denotes - Overhead Wires
- UP ● - Denotes - Utility Pole
- X12.34 - Denotes - Spot Elevation
- - - - - Denotes - Edge of Pavement
- - - - - Denotes - Top of Bank
- × - Denotes - Stake/Lath set
- XXXXXX - Denotes - Retaining Wall

DATUM:

ELEVATIONS ARE ON AN ASSUMED DATUM,
REFERENCED TO IRON POST FOUND #103
WITH AN ELEVATION OF 50.00 M.

NOTES:

LOT DIMENSIONS AND BEARINGS (IF SHOWN) ARE
DERIVED FROM PLAN 26880

THIS PLAN WAS PREPARED FOR ARCHITECTURAL
DESIGN AND SITE SERVICING PURPOSES, AND IS
FOR THE EXCLUSIVE USE OF OUR CLIENT. THE
SIGNATORY ACCEPTS NO RESPONSIBILITY OR
LIABILITY FOR ANY DAMAGES THAT MAY BE
SUFFERED BY A THIRD PARTY AS A RESULT OF
REPRODUCTION, TRANSMISSION OR ALTERATION
TO THIS DOCUMENT WITHOUT CONSENT OF THE
SIGNATORY

OFFSET MEASUREMENTS ARE TO THE PROPOSED
MODULAR LOCATION AND ARE PERPENDICULAR
TO THE PROPERTY LINE

BUILDING OFFSETS SHOWN ON THIS PLAN ARE
NOT TO BE USED TO RE-ESTABLISH PROPERTY
LINES OR CORNERS

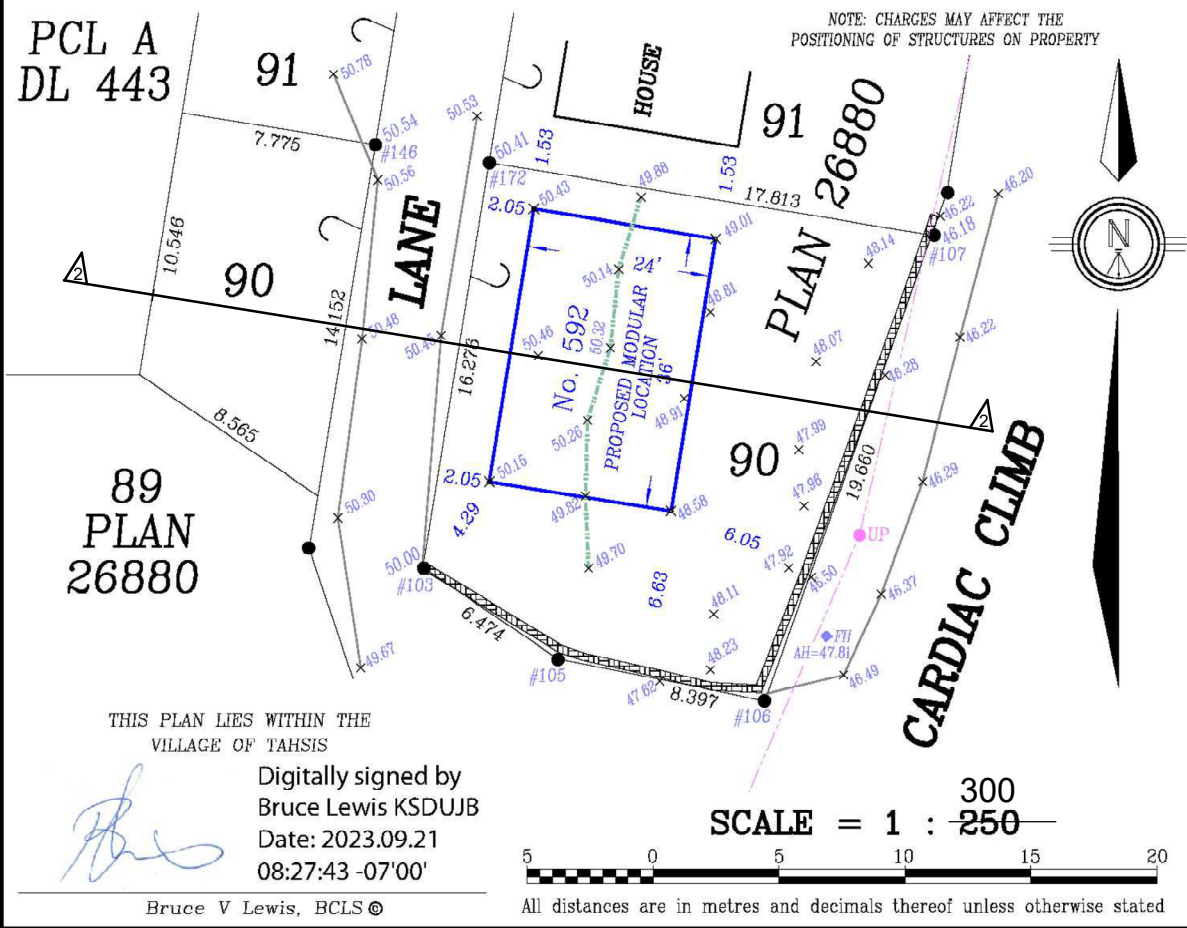
BUILDING OFFSETS SHOWN ARE AS PER BUILDING
PERMIT #2416, DATED AUGUST 8, 2023 FROM
ICONIC ISLAND DWELLINGS

LOT 90, PLAN 26880

(NON-FINANCIAL CHARGES)

NONE

NOTE: CHARGES MAY AFFECT THE
POSITIONING OF STRUCTURES ON PROPERTY



BRUCE LEWIS LAND SURVEYING INC.

811 Highridge Court, Comox, B.C. V9M 3R4

Ph: 250-890-0334 File: 2618-T01

Sheet
2
of 3 Sheets

Cardiac Climb 592

Scale 1:300

DATE: 29 Sept 23

Emerald Sea Engineering

4920 Island Highway North
Courtenay, BC V9N 5Z1
250-338-0882
jim.enseng@gmail.com

592 Cardiac Climb
Survey Plan

REVISIONS BY

REVISIONS BY

592 Cardiac Climb
Section 1

Emerald Sea Engineering

4920 Island Highway North
Courtenay, BC V9N 5Z1
250-338-0882
jim.enseng@gmail.com

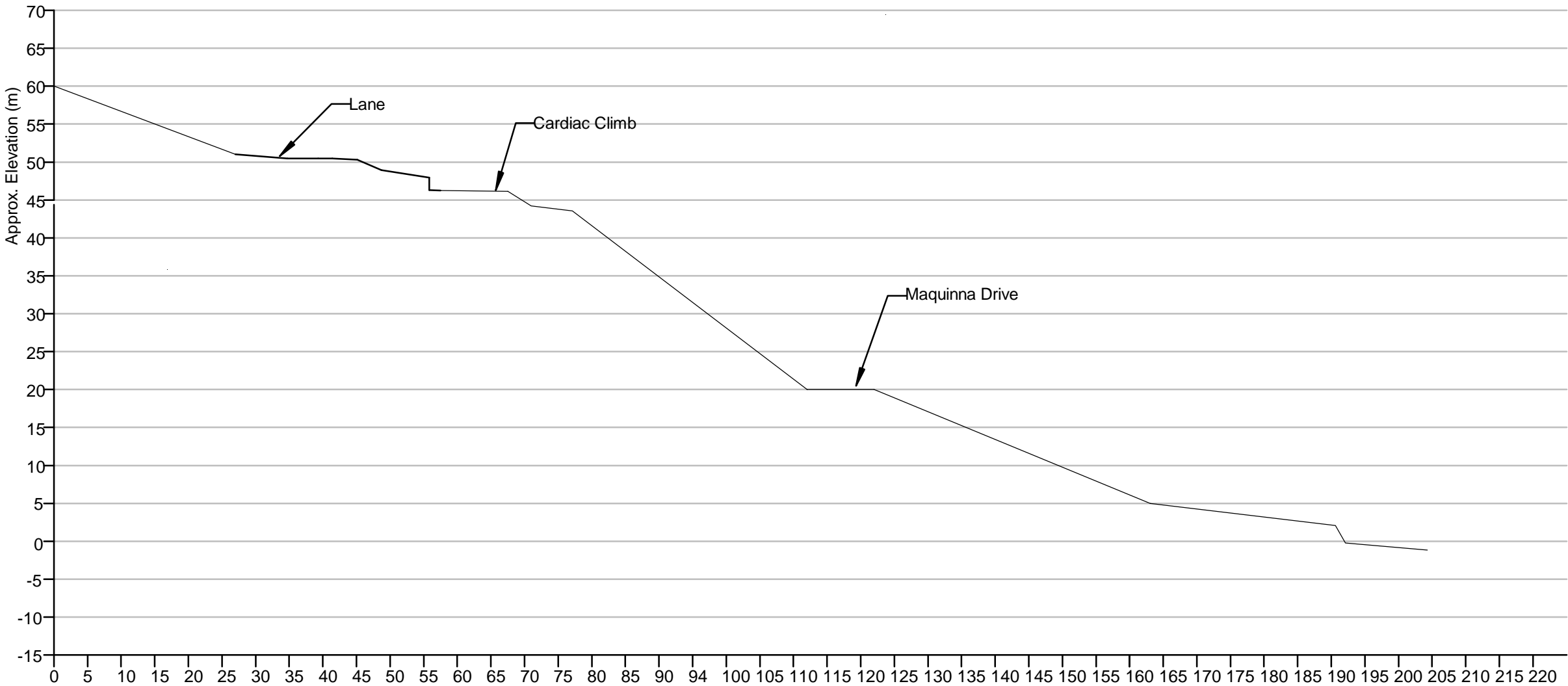
DATE: 30 Nov 23

As Shown

Drawn: JAM

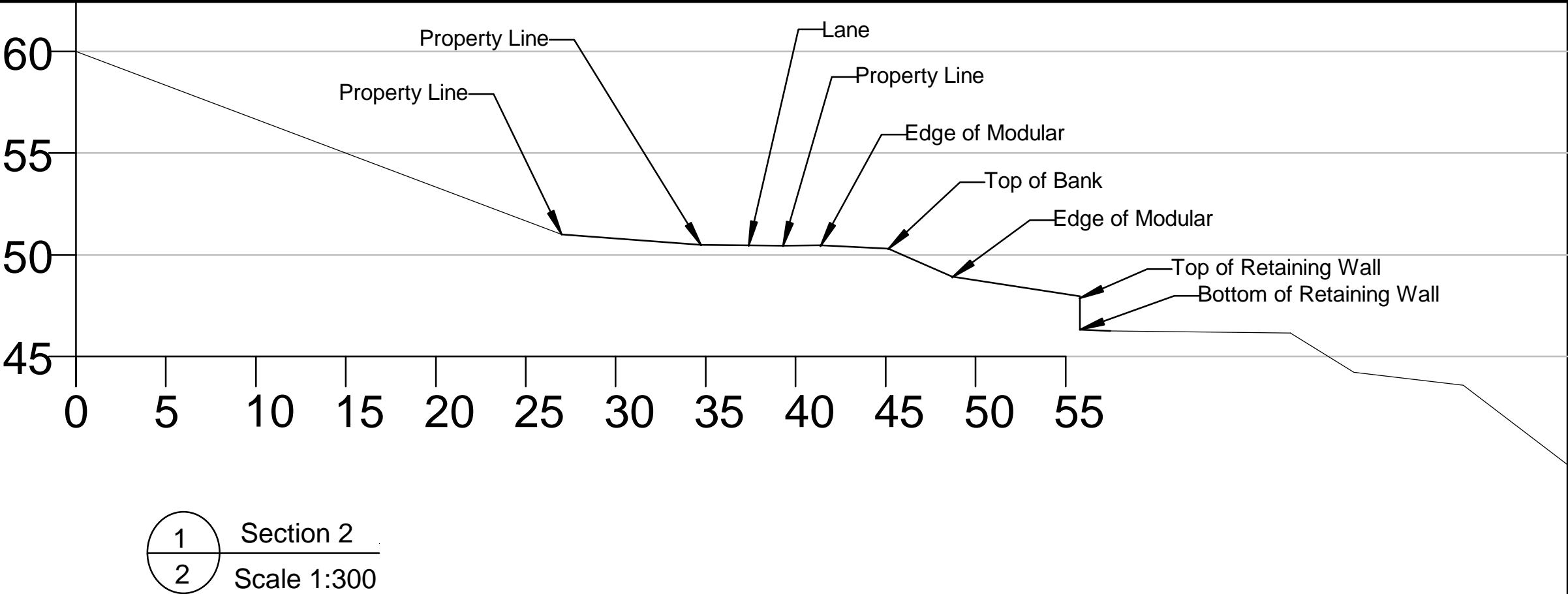
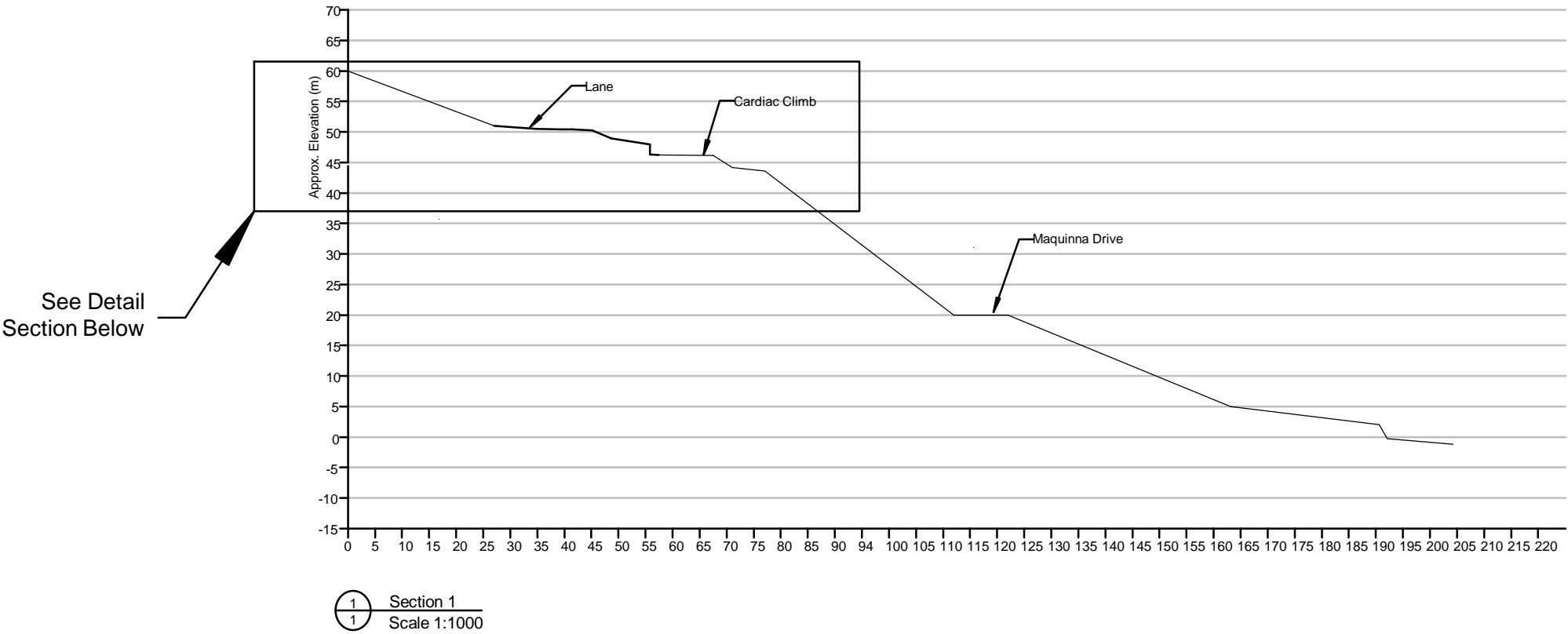
Cardiac Climb 592

Sheet
1
of 3 Sheets



1
1

Section 1
Scale 1:800



REVISIONS BY		BY
<div><div>Emerald Sea Engineering</div><div>592 Cardiac Climb</div><div>Section 1 & 2</div></div>		
<div><div>4920 Island Highway North</div><div>Courtenay, BC V9N 5Z1</div><div>250-338-0882</div><div>jim.enseng@gmail.com</div></div>		
DATE: 30 Nov 23		
As Shown		
Drawn: JAM		
Cardiac Climb 592		
Sheet 2 of 3 Sheets		

592 Cardiac Climb, Tahsis BC

From NRC Website for 2020 Building Code Seismic Calculator

Date Generated

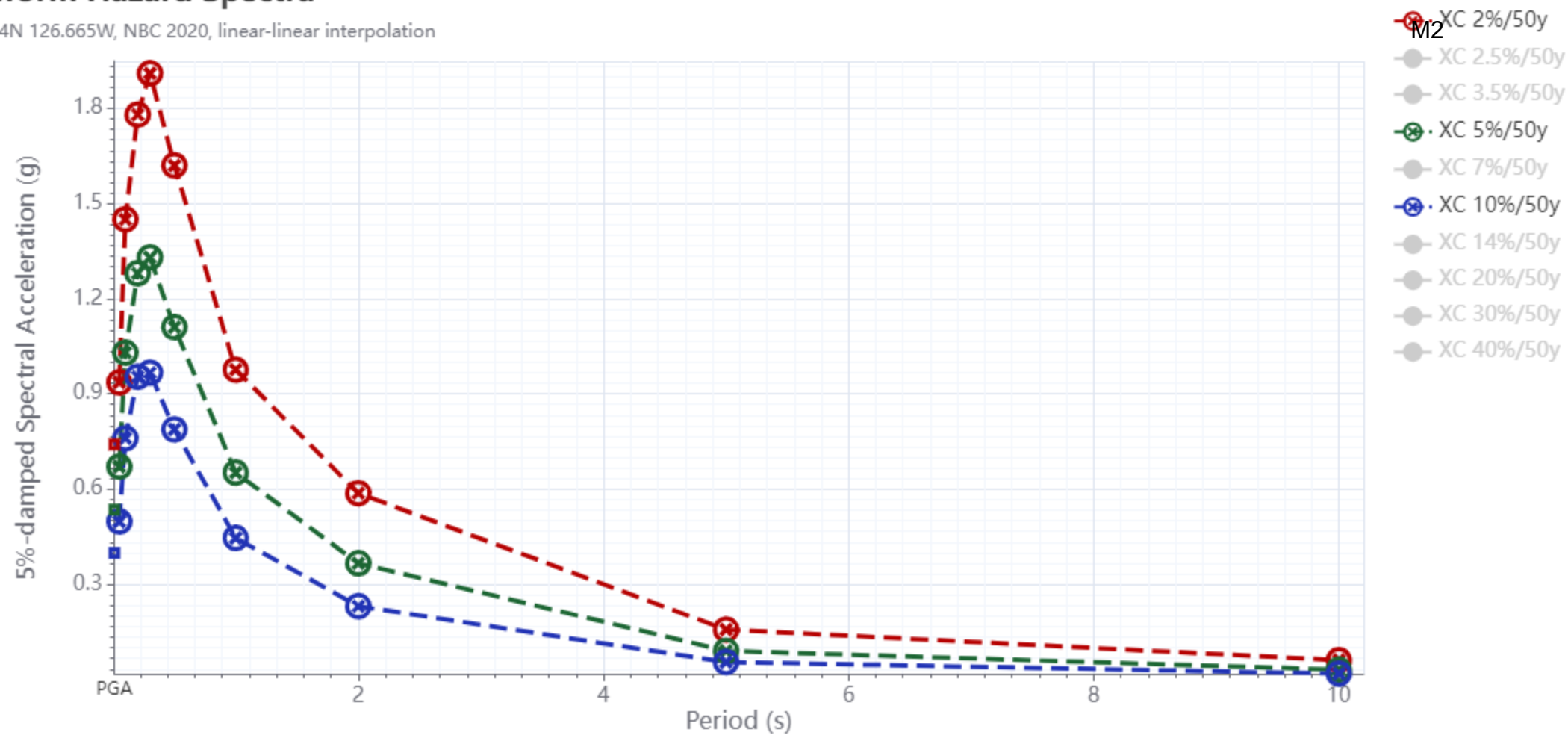
Site specific based on Latitude and Longitude and a Type C Soil Classification

Fri Nov 24 2023 01:26:09 GMT-0800 (Pacific Standard Time)

Code	Latitude	Longitude	Site Design	Probability	Sa(0.2) [g]	Sa(0.5) [g]	Sa(1.0) [g]	Sa(2.0) [g]	Sa(5.0) [g]	Sa(10.0) [g]	PGA [g]	PGV [m/s]	Log-log interpolated Sa(4.0) [g]
nbc2020	49.934	-126.665	XC	2	1.78	1.62	0.976	0.587	0.157	0.061	0.741	0.898	0.2165
nbc2020	49.934	-126.665	XC	5	1.28	1.11	0.652	0.366	0.0902	0.031	0.535	0.587	0.1269
nbc2020	49.934	-126.665	XC	10	0.954	0.788	0.446	0.231	0.0551	0.0185	0.399	0.399	0.0781

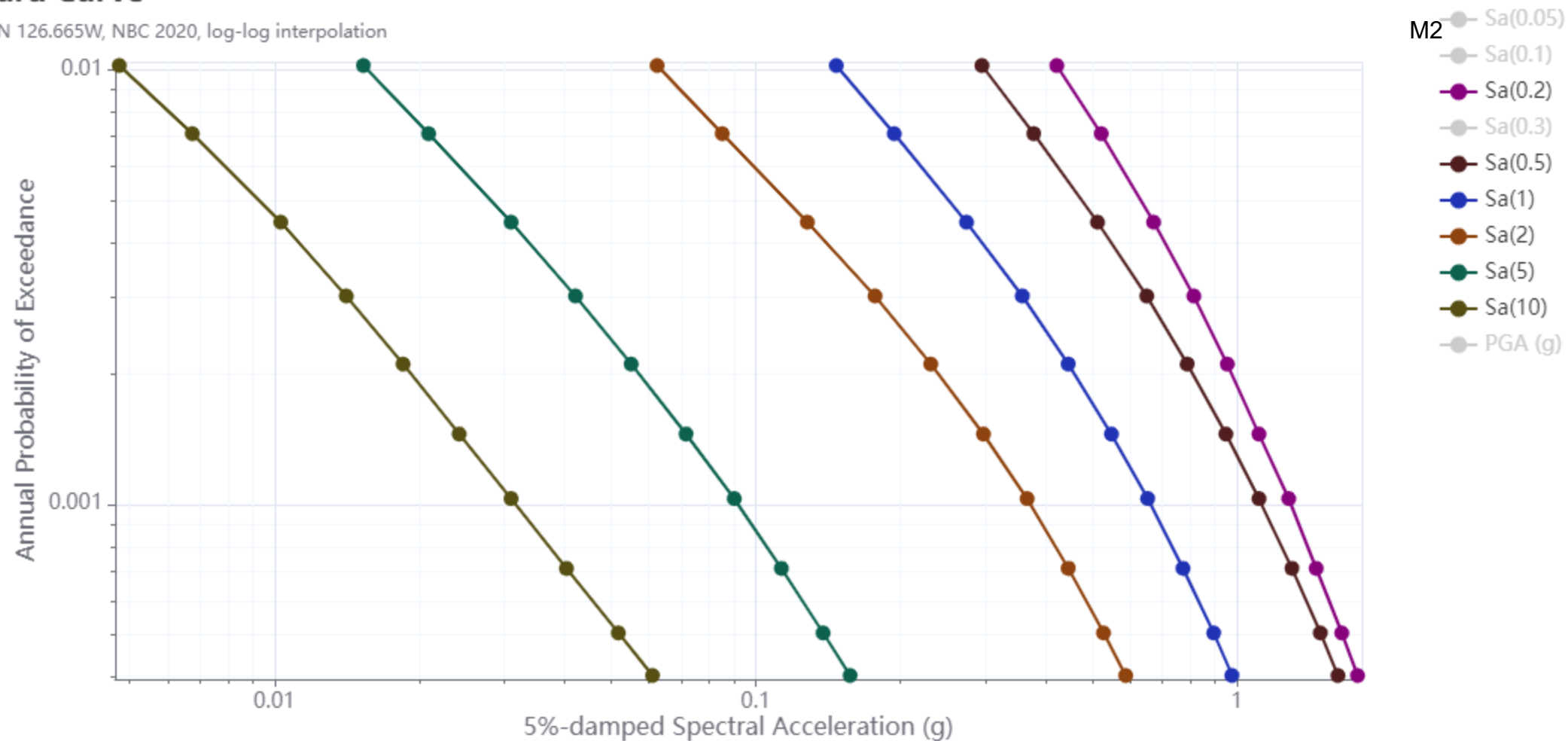
Uniform Hazard Spectra

49.934N 126.665W, NBC 2020, linear-linear interpolation



Hazard Curve

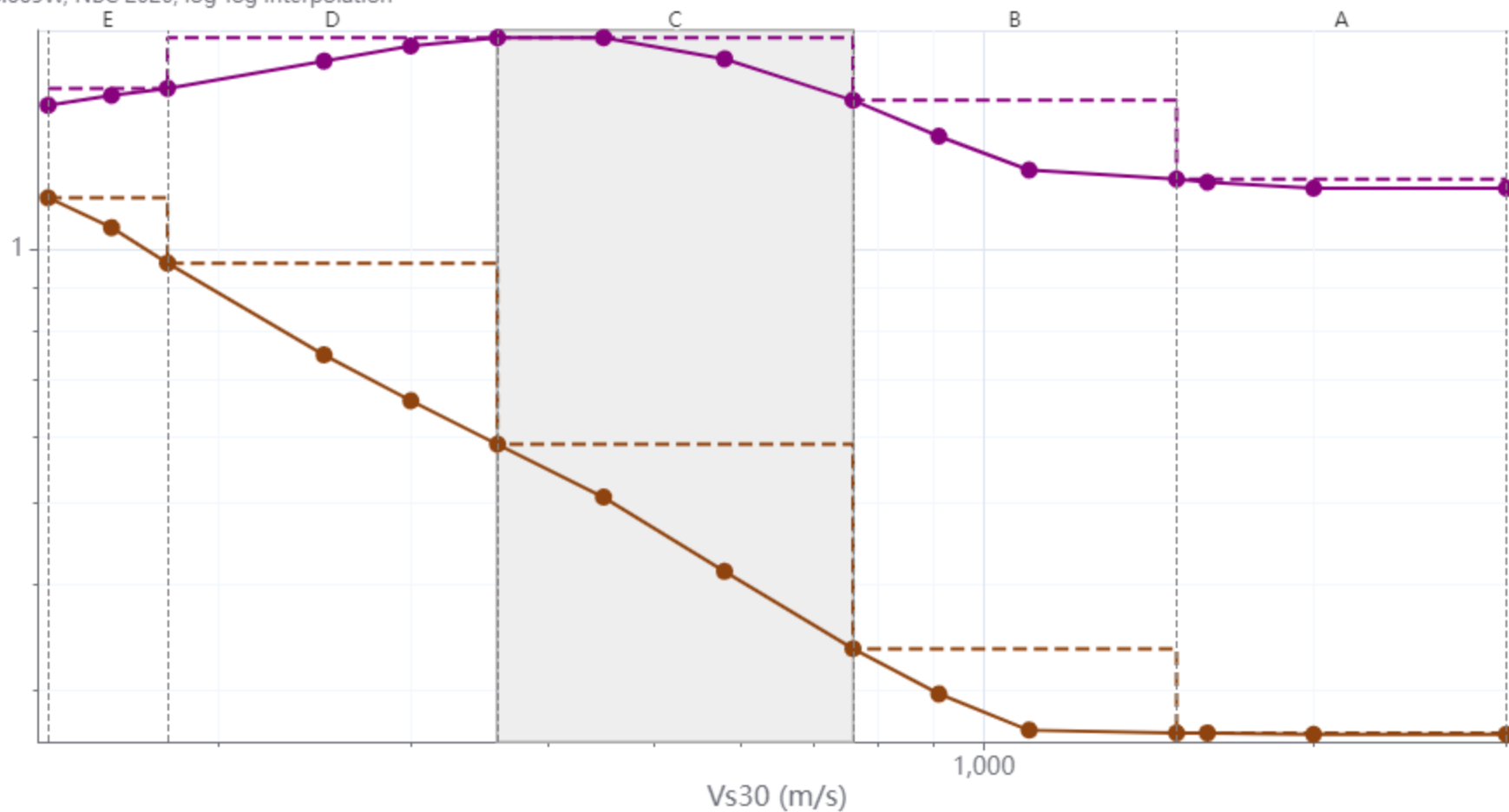
49.934N 126.665W, NBC 2020, log-log interpolation



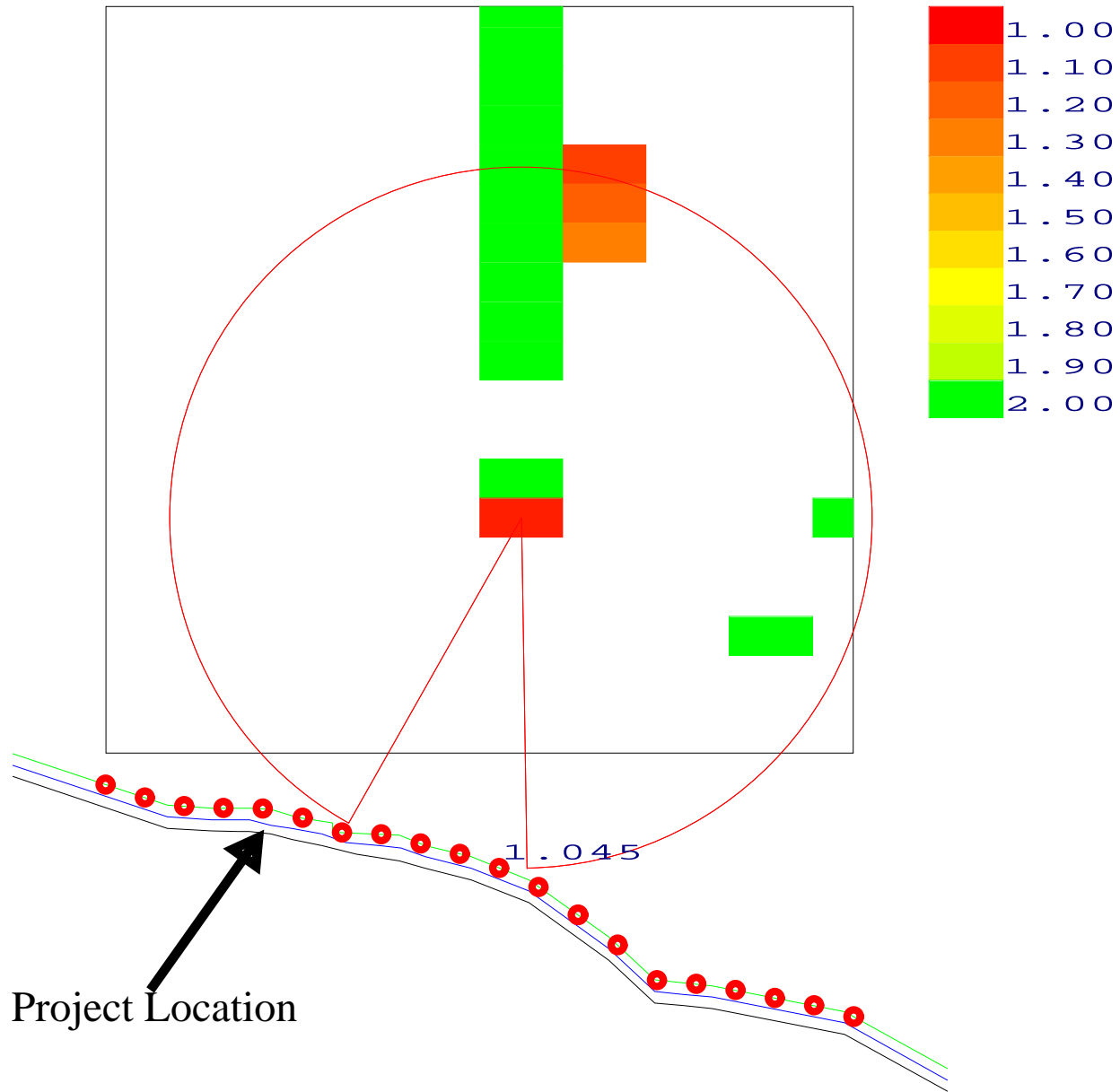
Site Amplification - 2%/50y

49.934N 126.665W, NBC 2020, log-log interpolation

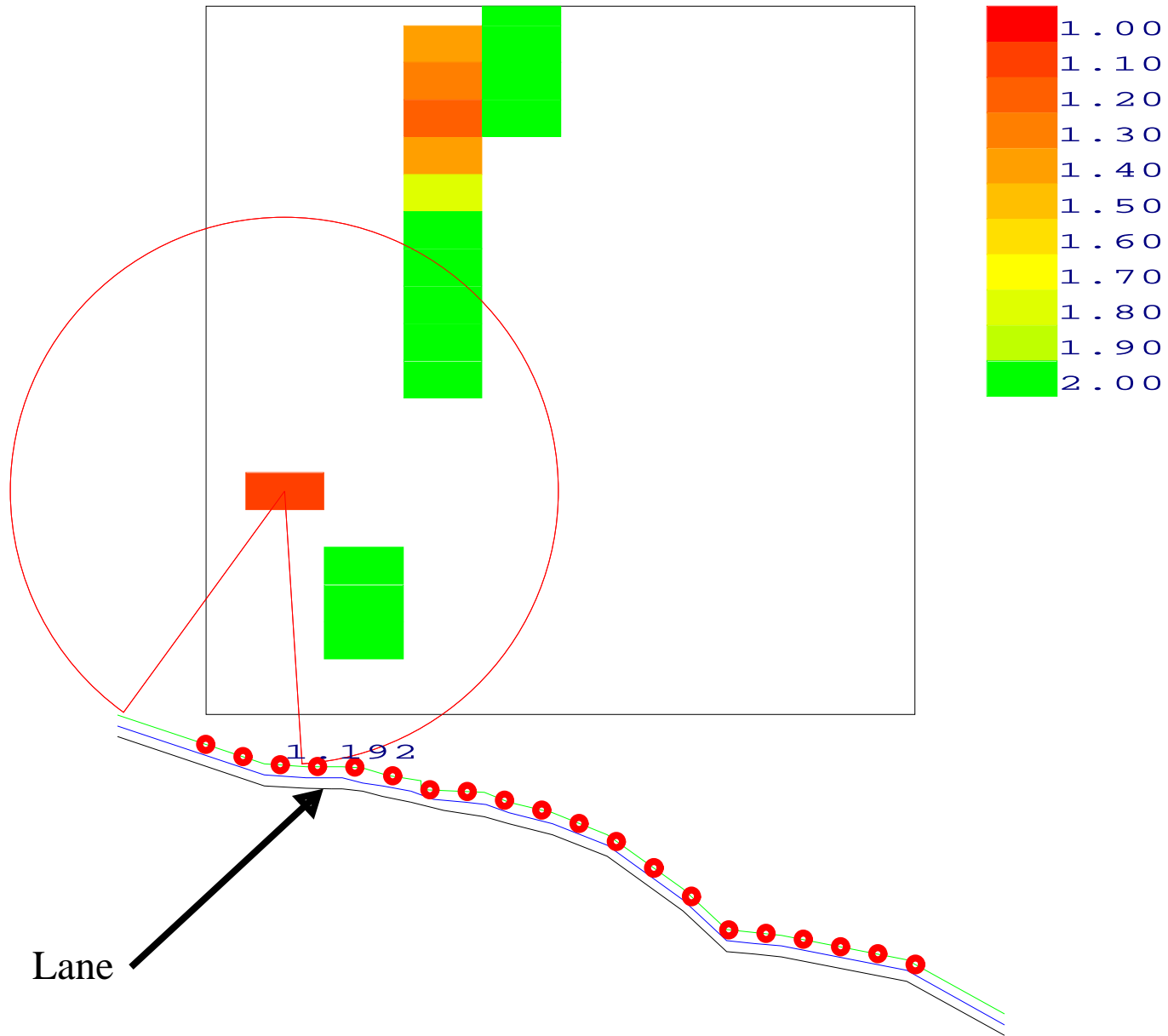
5%-damped Spectral Acceleration (g)



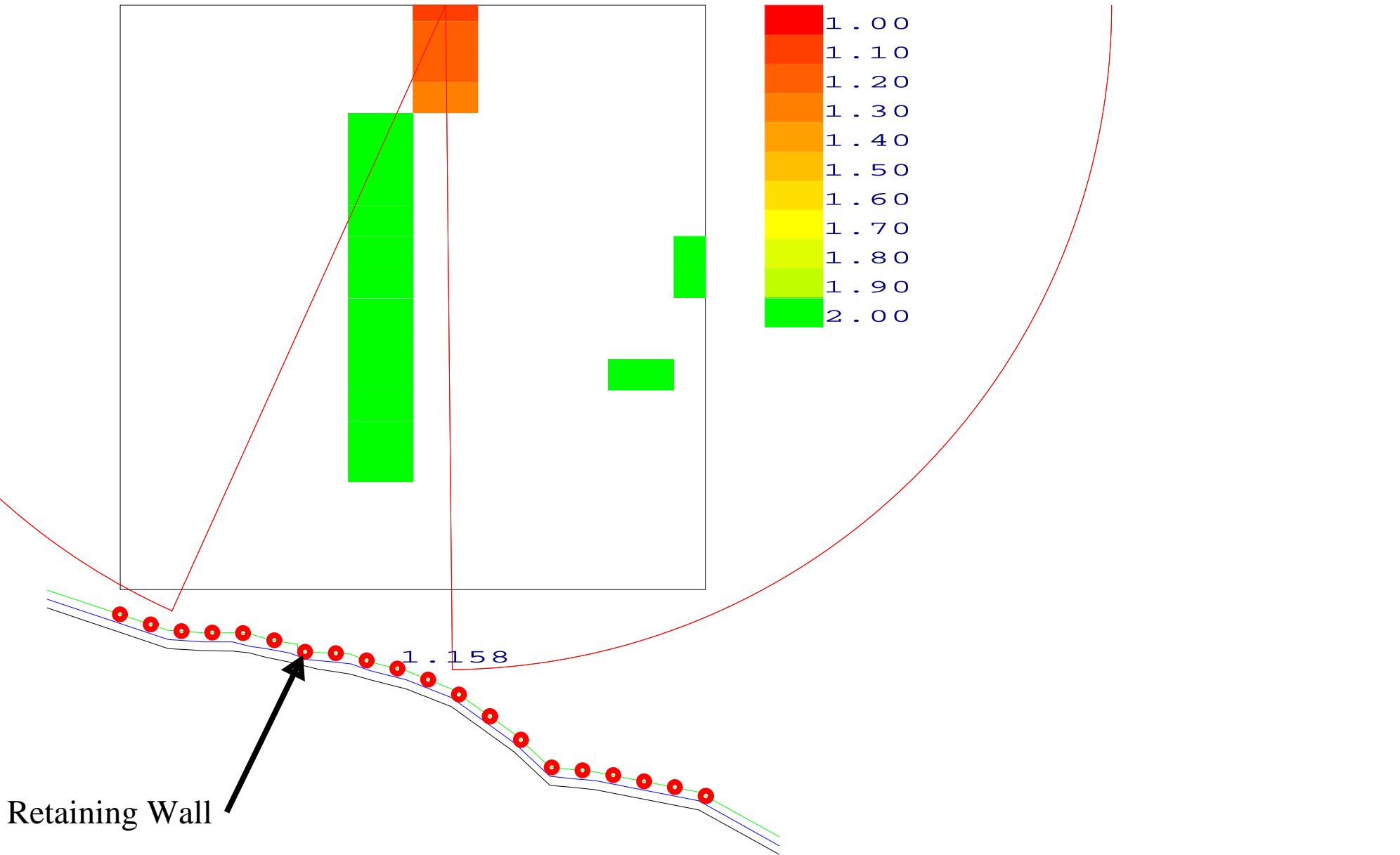
- M2
- Sa(0.05) - Xv
- Sa(0.05) - Xs
- Sa(0.1) - Xv
- Sa(0.1) - Xs
- Sa(0.2) - Xv
- Sa(0.2) - Xs
- Sa(0.3) - Xv
- Sa(0.3) - Xs
- Sa(0.5) - Xv
- Sa(0.5) - Xs
- Sa(1) - Xv
- Sa(1) - Xs
- Sa(2) - Xv
- Sa(2) - Xs
- Sa(5) - Xv
- Sa(5) - Xs
- Sa(10) - Xv
- Sa(10) - Xs
- PGA - Xv
- PGA - Xs



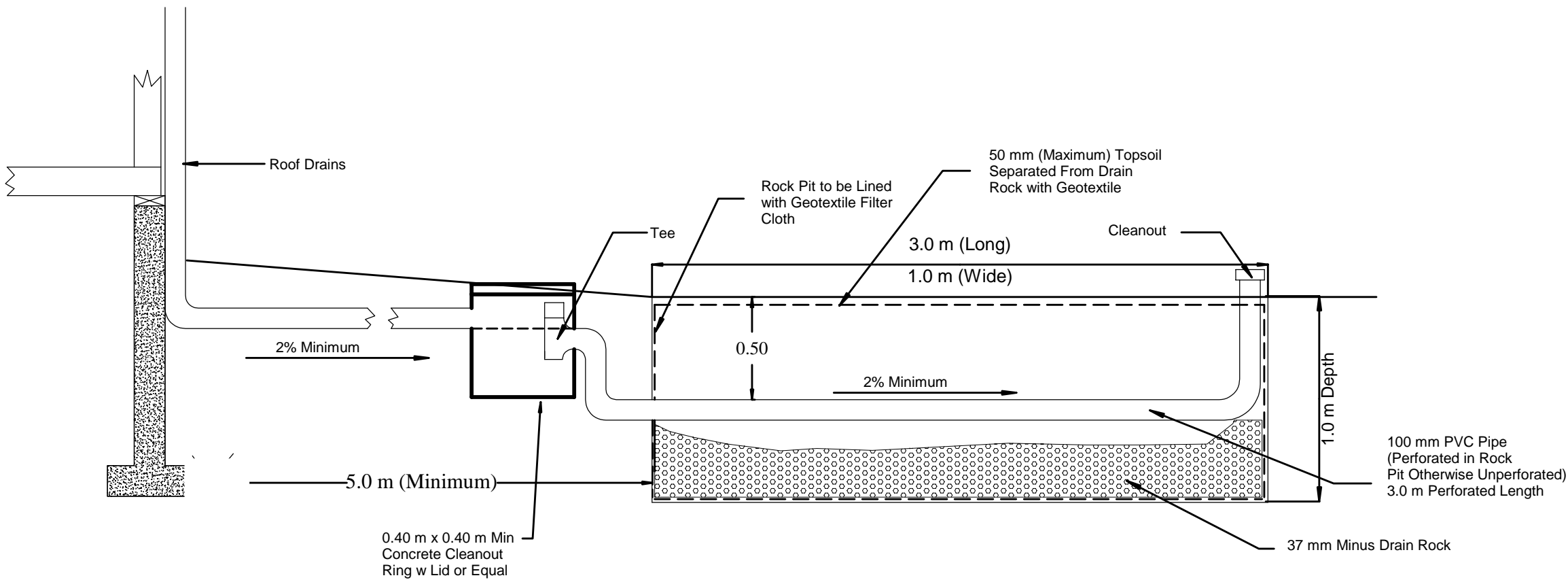
Project : Cardiac Climb 592 Tahsis
Datafile : Slope 60 points Final Run Auto c=14 v=32 rescaled
Analysis : Bishop
STABLE©2002 MZ Associates Ltd



Project : Cardiac Climb 592 Tahsis
Datafile : Slope 60 points Final Run Auto c=14 v=32 rescaled
Analysis : Bishop
STABLE©2002 MZ Associates Ltd



Project : Cardiac Climb 592 Tahsis
Datafile : Slope 60 points Final Run Auto c=14 v=32 rescaled
Analysis : Bishop
STABLE©2002 MZ Associates Ltd



Rock Pit Detail

REVISIONS BY	
<div>Emerald Sea Engineering</div> <div>4920 Island Highway North Courtenay, BC V9N 5Z1 250-338-0882 jim.eseng@gmail.com</div> <div>Rock Pit Design</div>	
Scale: 1:25 (Metric)	
Drawn: JAM	
Project:	
Sheet 1 of 1	

LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Notes: This statement is to be read and completed in conjunction with the Engineers and Geoscientists BC *Professional Practice Guidelines – Landslide Assessments in British Columbia* (“the guidelines”) and the current *BC Building Code (BCBC)*, and is to be provided for Landslide Assessments (not floods or flood controls), particularly those produced for the purposes of the *Land Title Act*, *Community Charter*, or *Local Government Act*. Some jurisdictions (e.g., the Fraser Valley Regional District or the Cowichan Valley Regional District) have developed more comprehensive assurance statements in collaboration with Engineers and Geoscientists BC. Where those exist, the Qualified Professional is to fill out the local version only. Defined terms are capitalized; see the Defined Terms section of the guidelines for definitions.

To: The Approving Authority (or Client)

Date: November 24, 2023

Village of Tahsis

977 South Maquinna Dr, Tahsis Dr

Jurisdiction/name and address

With reference to (CHECK ONE):

- ☐ A. *Land Title Act* (Section 86) – Subdivision Approval
- ☒ B. *Local Government Act* (Sections 919.1 and 920) – Development Permit
- ☒ C. *Community Charter* (Section 56) – Building Permit
- ☐ D. Non-legislated assessment

For the following property (the “Property”):

Civic address of the Property

The undersigned hereby gives assurance that they are a Qualified Professional and a professional engineer or professional geoscientist who fulfils the education, training, and experience requirements as outlined in the guidelines.

I have signed, authenticated, and dated, and thereby certified, the attached Landslide Assessment Report on the Property in accordance with the guidelines. That report must be read in conjunction this statement.

In preparing that report I have:

[CHECK TO THE LEFT OF APPLICABLE ITEMS]

- ☒ 1. Collected and reviewed appropriate background information
- ☒ 2. Reviewed the proposed Residential Development or other development on the Property
- ☒ 3. Conducted field work on and, if required, beyond the Property
- ☒ 4. Reported on the results of the field work on and, if required, beyond the Property
- ☒ 5. Considered any changed conditions on and, if required, beyond the Property
- 6. For a Landslide Hazard analysis or Landslide Risk analysis, I have:
 - ☒ 6.1 reviewed and characterized, if appropriate, any Landslide that may affect the Property
 - ☒ 6.2 estimated the Landslide Hazard
 - ☒ 6.3 identified existing and anticipated future Elements at Risk on and, if required, beyond the Property
 - ☒ 6.4 estimated the potential Consequences to those Elements at Risk
- 7. Where the Approving Authority has adopted a Level of Landslide Safety, I have:
 - ☐ 7.1 compared the Level of Landslide Safety adopted by the Approving Authority with the findings of my investigation
 - ☐ 7.2 made a finding on the Level of Landslide Safety on the Property based on the comparison
 - ☐ 7.3 made recommendations to reduce Landslide Hazards and/or Landslide Risks

LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

8. Where the Approving Authority has **not** adopted a Level of Landslide Safety, or where the Landslide Assessment is not produced in response to a legislated requirement, I have:

- ☒ 8.1 described the method of Landslide Hazard analysis or Landslide Risk analysis used
- ☒ 8.2 referred to an appropriate and identified provincial, national, or international guideline for Level of Landslide Safety
- ☒ 8.3 compared those guidelines (per item 8.2) with the findings of my investigation
- ☒ 8.4 made a finding on the Level of Landslide Safety on the Property based on the comparison
- ☒ 8.5 made recommendations to reduce Landslide Hazards and/or Landslide Risks
- ☒ 9. Reported on the requirements for future inspections of the Property and recommended who should conduct those inspections

Based on my comparison between:

[CHECK ONE]

- ☐ the findings from the investigation and the adopted Level of Landslide Safety (item 7.2 above)
- ☒ the appropriate and identified provincial, national, or international guideline for Level of Landslide Safety (item 8.4 above)

Where the Landslide Assessment is not produced in response to a legislated requirement, I hereby give my assurance that, based on the conditions¹ contained in the attached Landslide Assessment Report:

A. SUBDIVISION APPROVAL

- ☐ For subdivision approval, as required by the *Land Title Act* (Section 86), "the land may be used safely for the use intended"
- [CHECK ONE]
- ☐ with one or more recommended additional registered Covenants
 - ☐ without an additional registered Covenant(s)

B. DEVELOPMENT PERMIT

- ☒ For a development permit, as required by the *Local Government Act* (Sections 488 and 491), my report will "assist the local government in determining what conditions or requirements it will impose under subsection (2) of [Section 491]"
- [CHECK ONE]
- ☒ with one or more recommended additional registered Covenants
 - ☐ without an additional registered Covenant(s)

C. BUILDING PERMIT

- ☒ For a building permit, as required by the *Community Charter* (Section 56), "the land may be used safely for the use intended"
- [CHECK ONE]
- ☒ with one or more recommended additional registered Covenants
 - ☐ without any additional registered Covenant(s)

¹ When seismic slope stability assessments are involved, Level of Landslide Safety is considered to be a "life safety" criteria, as described in Commentary JJJ of the *National Building Code of Canada (NBC) 2015*, Structural Commentaries (User's Guide – NBC 2015: part 4 of division B). This states:

"The primary objective of seismic design is to provide an acceptable level of safety for building occupants and the general public as the building responds to strong ground motion; in other words, to minimize loss of life. This implies that, although there will likely be extensive structural and non-structural damage, during the DGM (design ground motion), there is a reasonable degree of confidence that the building will not collapse, nor will its attachments break off and fall on people near the building. This performance level is termed 'extensive damage' because, although the structure may be heavily damaged and may have lost a substantial amount of its initial strength and stiffness, it retains some margin of resistance against collapse."

LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Jim Mitchell, PEng
Name (print)

Date

4920 Island Hwy North
Address

Courtenay, BC

250-338-2882
Telephone

jim.eseng@gmail.com
Email

(Affix PROFESSIONAL SEAL and signature here)

The Qualified Professional, as a registrant on the roster of a registrant firm, must complete the following:

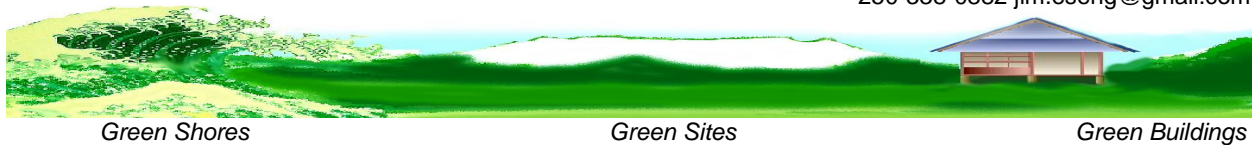
I am a member of the firm Emerald Sea Engineering
(Print name of firm)

with Permit to Practice Number 1003605
(Print permit to practice number)

and I sign this letter on behalf of the firm.

EMERALD SEA ENGINEERING

4920 Island Highway North, Courtenay, BC V9N 5Z1
250-338-0882 jim.eseng@gmail.com

*Green Shores**Green Sites**Green Buildings*

December 1, 2023

Attn: Milan Jacko & Bibiana Jackova

Re: Geotechnical Assessment for Steep Slope

Section 23 -Hazard Conditions Development Permit

592 Cardiac Climb, Tahsis, BC

Lot 90, District Lot 443, Nootka District, Plan 26880

INTRODUCTION

As requested, Emerald Sea Engineering has completed a geotechnical assessment of the slope stability issues for the above referenced project to support approval of a Development and Building Permit for placement of a single family modular home.

PROJECT DESCRIPTION

The project consists of placement of a new modular home on the above identified lot which is shown on the Project Location Map which is attached. The project site is within an area requiring a Steep Slope Hazard Conditions Development Permit (See attached Insert from Steep Slope Hazard Development Permit Area Map) due to the steep slopes in the area of the property. We understand that this assessment is required by the Village of Tahsis in order to determine that the safety and stability of the slope is suitable for the construction of a single family dwelling and in order to issue a Development and Building Permits.

GENERAL SITE DESCRIPTION

The lot is at 592 Cardiac Climb which is located in Tahsis uphill from the shoreline and Maquinna Drive. The area at the top of the lot is quite flat, is level with the grade of the lane on the uphill side of the lot (See attached Survey Plan). The grade gently slopes to about the midpoint of the lot and then drops more steeply to the lower part of the lot near Cardiac Climb Road. At the lower property line there is a concrete block retaining wall that drops about 1.5 m to the shoulder of the road below. The road shoulders and

road are quite flat but the grade resumes dropping more rapidly at the lots across the street down towards Maquinna Avenue at about 20m elevation and then down to the shoreline at about 5 m and then to 0 m in the intertidal area.

ASSESSMENT OBJECTIVES

Our assessment is intended to meet the following objectives:

- Determine whether the land is safe and suitable for the intended purpose. For purposes of this report, this is the placement of a single family modular home.
- An estimate of the probability of soil failure (land slide) due to a 2% in 50 years seismic event has been completed to assess the safety of a new dwelling and possible affects on neighbors.
- Identify any deficiency that might impact the design and construction of the project, and recommend measures to insure the land, buildings, and works and services are developed and maintained safely for the use intended.
- Notwithstanding any other statement in this report, this report may be relied upon by the Village of Tahsis in considering a steep Slope hazardous conditions development permit application under Section 919.1(1)(b) of the Local Government Act for Lands within Steep Slope Hazard Development Permit Areas and Building Permits

ASSESSMENT METHODOLOGY

Emerald Sea Engineering has reviewed the site in the field and has reviewed the attached aerial topographic information from the Strathcona Regional District (SRD) which has 20 m contours in the area of the Village of Tahsis. In addition, there was a topographic survey of the lot completed so this gave very accurate information in the immediate area of the project. Sections of the slope were drafted through the proposed single family home and nearby slopes. This information was then input to the slope stability program STABLE to estimate the stability of the slope under earthquake conditions.

SITE CONDITIONS

This lot is located along a stretch of slopes that run to the north and south. A slope

section perpendicular to the slope, at the site of the proposed modular home, has been prepared from the aerial topography (see Section 1 attached) and the survey data (see attached Section 1 and 2). The slope above the lot drops down from the 60 m contour to 51 m at the edge of the cleared area on the opposite side of the lane above Cardiac Climb. The grade then flattens out to the middle part of the property and then drops down about a meter to the lower part of the lot and then gradually slopes down towards a retaining wall and an elevation of about 48 m at the property line. The bottom of the retaining wall is about 1.5 m to 2.0 m below. The road below is quite flat at about an elevation of 46 m and across the street the grade drops about a 1.5 m to the front of the existing homes. The grade flattens somewhat where the homes are founded but at the back yard of the lots, the grade drops more rapidly towards Maquinna Drive, flattens across the road and again drops towards the ocean. The overall height of the steep slope is about 55 m from above the site to the shoreline. The more immediate area around the site drops from about 50 m at the lane above to 46 m at Cardiac Climb..

SOIL REVIEW

Only shallow surface observations were completed. The soils were observed to be firm dark brown, gravelly, silty, clay over hard and dense glacial till.

Typically these slopes consist of relatively thin layers (say <1 to 3m) of the surface sediment over much harder denser glacial till with a high level of cohesion over bedrock. While there may be a risk of slope failure in earthquakes or other unusual conditions, the highly cohesive underlying soil is very strong and is stable at quite a steep angle under design earthquake conditions. Slope failures in areas like this tend to be in the shallower and weaker surface soils.

SLOPE STABILITY

As mentioned above, this site is located in an area of steep slopes running generally north to south. Generally, from an engineering point of view, slopes with normal soils are considered potentially hazardous if they are steeper than a 2:1 slope. As described above, the steeper parts of this slope are considered moderately steep. This should be further evaluated but is not considered extreme, especially with the slope having firm

gravelly/sandy clay soils over hard dense glacial till over bedrock. A full evaluation of the slope stability has been completed to provincial standards using the Landslide Assessment Guideline from EGBC, Version 4.1 2022. This is a low risk project for a single family dwelling that does not require independent review or extensive analysis.

The soil profile consists of a relatively thin layer of less dense soils over hard, dense glacial till over relatively shallow bedrock. Shallow exposures of rock are present in drainage channels at the base of Cardiac Climb Road and there are bluff exposures of bedrock along Maquinna Drive below the site. For the computer analysis, the surface layer was assumed to be about 2 m thick over about 2 m thick of the glacial till over bedrock. The underlying glacial till and bedrock will control any deep slope failures. Glacial tills similar to that expected at this site potentially have a cohesive strength 3000 psf or higher, although no direct identification of the glacial till or laboratory testing has been completed for this site. To be conservative, the glacial till was assumed to have a cohesion of 2000 psf (100kPa) in the computer model. The surface soils were assumed to have a relatively weak cohesion and a value of 12 kPa was used from a typical range of from 10 to 50 kPa. The shear strength of surface soils and glacial tills were assumed to be 27°, on the low end of a typical range of 27° to 35°.

A pseudo static seismic analysis has been completed based on EGBC Guideline Version 4.1, 2022 using program Stable which is based on Bishops method of evaluating circular slip planes. This analysis applies a portion of the soil weight to the slope as a horizontal load to simulate earthquake loads and is considered an acceptable method for estimating a 2% in 50 year probability of having a 15 cm movement at the toe of the slope. Historically, as per EGBC guidelines, there are two methods acceptable for establishing this seismic factor, K_y . Method 1 is as per Travassou and Bray (2007) whom presented a formula that could be used in an iterative method to estimate a K_y value. Another option was a quick check with Method 2 (Bray 2010) which typically yielded similar values. For a 2% in 50 year earthquake event and allowing for 15cm of slope movement, an overall Safety Factor of 1.0 is considered acceptable. With the newer version of the guidelines there are a number of different analysis presented but the historic Method 1 analysis from the previous version of the guideline is allowed. For slopes that are expected to move in a severe earthquake,

there are a number of analyses presented for the earthquake acceleration factor for slope stability for several earthquake scenarios. However, in addition there is clause indicating that if the slope stability program can demonstrate that the slope can withstand the full Peak Ground Acceleration (PGA) then no further analysis is required.

The model was used to evaluate the slope at Section 1 with a pseudo static earthquake force of 0.741 which is the PGV in Tahsis for 2% probability of an earthquake event in 50 Years. This data was obtained from the National Research Council National Building Code Seismic Data Site (See Attached Table) with site specific latitude and longitude for a Class C soil and may vary somewhat from the 2018 BC Building Code. Also attached are Seismic Acceleration Spectrum, The Seismic Hazard Curve and the Site Amplification Factor Curve from NRC. The computer output from program Stable is presented in the attached diagrams. These results show the safety factor for various slip circles with the higher risk being for a shallow slip in the surface soils of the slope. However, the minimum safety factor of 1.045 occurs below the project location as shown in the attached plot of the Stable Computer Program output which is attached. This is higher than the 1.0 required. In addition, the next two plots of the Stable output show that the safety factor above the lot at the lane is 1.192 and for the area at the bottom of the lot at the retaining wall it is 1.158 which are both in excess of the maximum risk of the overall slope and the minimum requirement of a 1.0 safety factor.

With the conservative values assumed for soil characteristics and earthquake acceleration, in my opinion, no further computer analysis is warranted. In conclusion, it is my opinion that there is not a significant risk for slope failures at this site, even during a 2% in 50 year occurrence of an earthquake.

RECOMMENDATIONS FOR DEVELOPMENT

In general, standard house construction and drainage practices can be followed at this site. On a sloped site, no increased drainage should be directed to the slope and all drainage from development should be directed to the local drainage system. Since there is no available storm drain system below the house, it is proposed that drainage from the roof and other hard surfaces and foundation drainage should be directed to a storage and infiltration area on the lot to slow down the runoff from hard surfaces. A typical rock pit design is attached that can be part of the Building Permit package.

CONCLUSION

If the above recommendations are taken into consideration, I consider the land identified as 592 Cardiac Climb, Tahsis, BC to be safe and suitable for the intended use, that being the construction of single family modular dwelling.

CLOSURE

This report has been prepared for the exclusive use of Milan Jacko & Bibiana Jackova and their appointed agents. Any use or reliance made on this report by an unauthorized third party is the responsibility of that third party. This report may also be relied upon by the Village of Tahsis in considering a development permit application under Section 919.1(1)(b) of the Local Government Act for Steep Slope Hazard Areas and building permits.

- This report was prepared by Jim Mitchell, a Professional Engineer in good standing with the Association of Engineers and Geoscientists of British Columbia and has adequate experience to provide this report. This report specifically addresses the requirements for the Steep Slope Hazard Development Permit.

We trust that this report meets your needs. Please contact us if you require additional information or clarifications.

I certify this to be a report prepared by

Jim Mitchell, MSc, PEng
Emerald Sea Engineering

Attachments:

Project Location Map

Insert from Steep Slope Development Permit Area Map, Village of Tahsis

Site Survey Plan

Section 1

Section 1 and 2

Table of NRC NBC Seismic Values

Earthquake Hazard Acceleration Spectrum

Earthquake Acceleration Hazard Curve

Earthquake Site Amplification Factor

Slope Stability Computer Model Output with Minimum Safety Factor

Slope Stability Computer Model Output with Safety Factor above the Lane

Slope Stability Computer Model Output with Safety Factor above the Lane

Standard Rock Pit Design

Landslide Assessment Assurance Statement

Site plans and slope profiles on the potential soil and rock slope instability, including the potential for rockfalls, supported by documentation of the extent of anticipated instability, accurate field determination of slope crest location or other geological features. Site plans and slope profiles should be provided.	p. 3 under Heading 'Slope Stability' BCLS in attachments shows spot elevations 2 sheets showing sections included in attachments
Geotechnical considerations of cut and fill slope stability with recommendations and restrictions on excavation, blasting and filling.	p. 5 of report under heading 'Recommendations for Development'
Possible building envelopes in relation to natural or cut slope crests and possible rockfall zones.	p.3 'Slope Stability' and p.5 'Recommendations for Development'
Possible evidence of slope conditions that might indicate an imminent landslide or rockfall hazard	p. 3 'Slope Stability' With the conservative values assumed for soil characteristics and earthquake acceleration, in my opinion, no further computer analysis is warranted. In conclusion, it is my opinion that there is not a significant risk for slope failures at this site, even during a 2% in 50 year occurrence of an earthquake.
Groundwater conditions and the potential slope instability which might be caused by groundwater seepage due to drainage and septic field system.	p. 5 'Recommendations for Development' On a sloped site, no increased drainage should be directed to the slope and all drainage from development should be directed to the local drainage system. Since there is no available storm drain system below the house, it is proposed that drainage

	from the roof and other hard surfaces and foundation drainage should be directed to a storage and infiltration area on the lot to slow down the runoff from hard surfaces. A typical rock pit design is attached that can be part of the Building Permit package.
In all areas underlain by limestone, the potential for the existence of solution cavities and sinkholes and the implications of such features for the proposed development	Not applicable. Rock exposures in the area are basaltic.
Erosion potential by ocean waves or drain discharges.	See above. Ocean waves not applicable.
The maintenance of vegetation on soil slopes and within the setback zone above the slopes to minimize erosion; the necessity for selective scaling, rock bolting and tree removal to improve stability conditions, on a site-specific basis, in areas of bedrock	Not applicable
Confirmation that property is safe for the intended use.	See conclusion in report.

SCHEDULE 1 Site Profile

(Version 3.0)

Preamble

Under section 40 of the *Environmental Management Act*, a person who knows or reasonably should know that a site has been used or is used for industrial or commercial purposes or activities must in certain circumstances provide a site profile.

Schedule 2 of the Contaminated Sites Regulation sets out the types of industrial or commercial purposes or activities to which site profile requirements apply.

If section 40 of the Environmental Management Act applies to you and you know or reasonably should know that the site has been used or is used for one of the purposes or activities found in Schedule 2 of the Contaminated Sites Regulation, you may be required to complete the attached site profile.

Notes/Instructions:

Persons preparing a site profile *must* complete Section I, II and III, answer all questions in sections IV through IX, and sign section XI. If the site profile is not satisfactorily completed, it will not be processed under the *Environmental Management Act* and the Contaminated Sites Regulation. Failure to complete the site profile satisfactorily may result in delays in approval of relevant applications and in the postponement of decisions respecting the property.

The person completing this site profile is responsible for the accuracy of the answers. Questions must be answered *to the best of your knowledge*.

Section 27 (1) of the *Freedom of Information and Protection of Privacy Act* requires that provision of personal information concerning an individual must be authorized by that individual. Persons completing the site profile on behalf of the site owner must be authorized by the site owner.

One (1) site profile may be completed for a site comprised of more than one titled or untitled parcel, but individual parcels must be identified.

If the property is legally surveyed, titled and registered, then all PID numbers (**P**arcel **I**dentifiers – Land Title Registry system) must be provided for *each* parcel as well as the appropriate legal description.

If the property is untitled Crown land (no PID number), then the appropriate PIN numbers (**P**arcel **I**dentification **N**umbers – Crown Land registry system) for each parcel with the appropriate land description should be supplied.

If available, the Crown Land File Number for the site should also be supplied.

If a PID or PIN number is *not* available for the site, a latitude and longitude (accurate to 0.5 of a second using North American Datum established in 1983) of the centre of the site is required. Also, please attach an accurate map, containing latitude, longitude and datum references, which shows the boundaries of the site in question. Please use the largest scale map available.

Anything submitted in relation to this site profile will become part of the public record and may be made available to the public through the Site Registry as established under the *Environmental Management Act*.

Under section 43 of the *Environmental Management Act*, corporate and personal information contained in the site profile may be made available to the public through the Site Registry. If you have questions concerning the collection of this information, contact the Site Registrar, Contaminated Sites Program, Box 9342 Stn Prov Govt, Victoria, BC V8W 9M1. Telephone: (250) 387-4441. Fax: (250) 387-9935.

SCHEDULE 1

Site Profile

(All Information Must be Provided and All Questions Answered)

(Version 3.0)

I CONTACT IDENTIFICATION**A. Name of Site Owner:**Last Jacko First Bibiana Middle Initial(s) _____ (and/or, if applicable)

Company _____

Owner's Civic Address 71 - 20560 66 AveCity Langley Province/State British ColumbiaCountry Canada Postal Code/ZIP V2Y 2Y8**B. Person Completing Site Profile (Leave blank if same as above):**

Last _____ First _____ Middle Initial(s) _____ (and/or, if applicable)

Company _____

C. Person to Contact Regarding the Site Profile:Last Jacko VA First Bibiana Middle Initial(s) _____ (and/or, if applicable)

Company _____

Mailing Address 71 - 20560 66 AveCity Langley Province/State British ColumbiaCountry Canada Postal Code/ZIP V2Y 2Y8Telephone (778) 388-5371 Fax (____) _____ - _____**II SITE IDENTIFICATION****Please attach a site location map****IF Legally Titled, Registered Property**Site Street Address (if applicable) 592 Cardiac ClimbCity Tahsis Postal Code not assigned**PID numbers and associated legal descriptions. *Attach an additional sheet if necessary.*****PID****Legal Description**

002-464-730

LOT 90, PLAN VIP26880, DISTRICT LOT 443, NOOTKA LAND DISTRICT

Total number of titled parcels represented by this site profile is: one

SCHEDULE 1
Site Profile

(Version 3.0)

IF Untitled Crown Land

1) PIN numbers and associated Land Description. *Attach an additional sheet if necessary.*

<u>PIN</u>	<u>Land Description</u>
_____	_____
_____	_____
_____	_____
_____	_____

Total number of untitled crown land parcels represented by this site profile is: _____

OR

2) Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude: Degrees _____ Minutes _____ Seconds _____

Longitude: Degrees _____ Minutes _____ Seconds _____

Please attach a map of appropriate scale showing the boundaries of the site.
(and, if available)

Crown land file numbers. *Attach an additional sheet if necessary.*

III COMMERCIAL AND INDUSTRIAL PURPOSES OR ACTIVITIES

Please indicate below, in the format of the example provided, which of the industrial and commercial purposes and activities from Schedule 2 have occurred or are occurring on this site.

EXAMPLE

<u>Schedule 2</u>	<u>Description</u>
<u>Reference</u>	
E1	appliance, equipment or engine repair, reconditioning, cleaning or salvage
F10	solvent manufacturing or wholesale bulk storage

Please print legibly. Attach an additional sheet if necessary

<u>Schedule 2</u>	<u>Description</u>
<u>Reference</u>	
_____	N/A
_____	_____
_____	_____
_____	_____

SCHEDULE 1
Site Profile

(Version 3.0)

IV AREAS OF POTENTIAL CONCERN			
	Is there currently or to the best of your knowledge has there previously been on the site any (please mark the appropriate column opposite the question):	YES	NO
A.	Petroleum, solvent or other polluting substance spills to the environment greater than 100 litres?		X
B.	Residue left after removal of piled materials such as chemicals, coal, ore, smelter slag, air quality control system baghouse dust?		X
C.	Discarded barrels, drums or tanks?		X
D.	Contamination resulting from migration of substances from other properties?		X
V FILL MATERIALS			
	Is there currently or to the best of your knowledge has there previously been on the site any deposit of (please mark the appropriate column opposite the question):	YES	NO
A.	Fill dirt, soil, gravel, sand or like materials from a contaminated site or from a source used for any of the activities listed under Schedule 2?		X
B.	Discarded or waste granular materials such as sand blasting grit, asphalt paving or roofing material, spent foundry casting sands, mine ore, waste rock or float?		X
C.	Dredged sediments, or sediments and debris materials originating from locations adjacent to foreshore industrial activities, or municipal sanitary or stormwater discharges?		X
VI WASTE DISPOSAL			
	Is there currently or to the best of your knowledge has there previously been on the site any landfilling, deposit or dumping of the following materials (please mark the appropriate column opposite the question):	YES	NO
A.	Materials such as household garbage, mixed municipal refuse, or demolition debris?		X
B.	Waste or byproducts such as tank bottoms, residues, sludge, or flocculation precipitates from industrial processes or wastewater treatment?		X
C.	Waste products from smelting or mining activities, such as smelter slag, mine tailings, or cull materials from coal processing?		X
D.	Waste products from natural gas and oil well drilling activities, such as drilling fluids and muds?		X
E.	Waste products from photographic developing or finishing laboratories; asphalt tar manufacturing; boilers, incinerators or other thermal facilities (e.g. ash); appliance, small equipment or engine repair or salvage; dry cleaning operations (e.g. solvents); or automobile and truck parts cleaning or repair?		X

SCHEDULE 1
Site Profile

(Version 3.0)

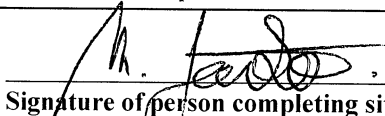
VII TANKS OR CONTAINERS USED OR STORED			
	Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question):	YES	NO
A.	Underground fuel or chemical storage tanks?		X
B.	Above ground fuel or chemical storage tanks?		X
VIII SPECIAL (HAZARDOUS) WASTES OR SUBSTANCES			
	Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question):	YES	NO
A.	PCB-containing electrical transformers or capacitors either at grade, attached above ground to poles, located within buildings, or stored?		X
B.	Waste asbestos or asbestos containing materials such as pipe wrapping, blown-in insulation or panelling buried?		X
C.	Paints, solvents, mineral spirits or waste pest control products or pest control product containers stored in volumes greater than 205 litres?		X
IX LEGAL OR REGULATORY ACTIONS OR CONSTRAINTS			
	To the best of your knowledge are there currently any of the following pertaining to the site (please mark the appropriate column opposite the question):	YES	NO
A.	Government orders or other notifications pertaining to environmental conditions or quality of soil, water, groundwater or other environmental media?		X
B.	Liens to recover costs, restrictive covenants on land use, or other charges or encumbrances, stemming from contaminants or wastes remaining onsite or from other environmental conditions?		X
C.	Government notifications relating to past or recurring environmental violations at the site or any facility located on the site?		X
X ADDITIONAL COMMENTS AND EXPLANATIONS			
<p>(Note 1: Please list any past or present government orders, permits, approvals, certificates and notifications pertaining to the environmental condition, use or quality of soil, surface water, groundwater or biota at the site.</p> <p>Note 2: If completed by a consultant, receiver or trustee, please indicate the type and degree of access to information used to complete this site profile. Attach extra pages, if necessary):</p> <p>N/A</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>			

SCHEDULE 1
Site Profile

(Version 3.0)

XI SIGNATURES

The person completing the site profile states that the above information is true, based on the person's current knowledge as of the date completed.


Signature of person completing site profile

2024-01-16
Date completed: (YY-MM-DD)

XII OFFICIAL USE**Local Authority**

Reason For Submission *(Please check one or more of the following)*

Soil Removal ☐

Subdivision Application ☐ Zoning Application ☐ Development Permit ☐ Variance Permit ☐ Demolition Permit ☐

Date received:

Local Government contact :Date Submitted to
Site Registrar:Date forwarded to
Director of Waste
Management:

Name _____

Agency _____

Address _____

Telephone _____ Fax _____

Director of Waste Management

Reason For Submission *(Please check one or more of the following)*

Under Order ☐Site Decommissioning ☐Foreclosure ☐

Date received:

Assessed by:Investigation
Required?

Decision date:

Name _____

Region _____

Telephone _____ Fax _____

If site profile entered, SITE ID # _____

YES NO**Site Registrar**

Date received:

Entered onto Site Registry by:

SITE ID #:

Entry date:



WELCOME FROM AVICC PRESIDENT PENNY COTE



This year the Association of Vancouver Island and Coastal Communities is excited to be back in Victoria, BC to celebrate 75 years at our 2024 AGM & Convention. AVICC is excited to be guests in the territories of the [Songhees](#) and [Esquimalt First Nations](#) for this year's conference. The City of Victoria are our hosts, and the City of Langford and the Districts of Saanich and Highlands have contributed as co-hosts for the event. As President of AVICC, I would like to thank these organizations for all their support in welcoming our members to their community.

The Convention's business and social sessions will be held at the Victoria Conference Centre (VCC) in downtown Victoria. The VCC is a spacious and comfortable facility that suits our convention well. We appreciate the support of our host community in making the conference centre available to us, as well as their involvement in setting the program for our delegates.

The AVICC Executive is excited about the range of sessions available at this 75th year's Convention. I am very happy to announce our keynote speaker, Diane Kalen-Sukra. Some background on Diane is included below, and we look forward to having her share her fascinating message with us at the Convention opening.

Details on the pre-Convention Friday tours and sessions are also included in this brochure, as are highlights of the business sessions that will be offered during the regular Convention. We'll be sending out more information on the Convention sessions in the coming weeks, and updates to the program will be posted on the website at www.avicc.ca.

Registration is now open online at <https://www.civicinfo.bc.ca/event/2024/AVICC>

KEYNOTE SPEAKER: DIANE KALEN-SUKRA



Diane is an acclaimed author, speaker, and culture transformation expert, sharing insights from over two decades of senior leadership, including national CBC television producer, public sector executive and her award-winning tenure as city manager. Diane's published works include *Save Your City and Civic Resilience*, as well as regular columns in *Municipal World* and *Public Sector Digest*. Her most popular book, *Save Your City: How Toxic Culture Kills Community and What to Do About It* calls for a revival of civic values and civic education as key to fostering the type of culture that can sustain us, our democracy and our planet.

She is the founder of Kalen Academy, which offers online training for civic leaders. Her newsletter **Civic Wisdom**, shares timeless principles and modern insights for current and aspiring leaders (SaveYourCity.ca/newsletter). Diane is an educator and certified culture transformation consultant, certified Emotional Intelligence EQ-i 2.0 practitioner and certified compassionate integrity facilitator. She has municipal law and administration training from the University of Victoria and is a Certified Municipal Clerk with the International Association of Municipal Clerks. Diane is a political science graduate of University of Toronto's Trinity College and earned a master's degree in political science from York University.

Diane was born with the gift of encouragement and desire for everyone to thrive and meet their potential. Her core belief is that as social beings, we flourish in healthy sustainable communities where good governance, servant leadership and compassionate culture support the well-being of all.

PROGRAM IN BRIEF

FRIDAY, APRIL 12, 2024

- 8:30 am Tours – Metchosin Farm-to-Table Tour
- 8:30 am Tours - Saanich Forestry Centre Tour
- 9:00 am Workshop: housing, Housing, HOUSING!
- 11:30 am Chiefs, Mayors, and Chairs Forum and Lunch
- 11:30 am Electoral Area Directors Forum and Lunch
- 2:00 pm Official Opening
Keynote Address: Diane Kalen-Sukra
- 4:00 pm Provincial Address
- 4:30 pm Plenary Session:
Advancing the TRC Calls to Action
- 5:30 pm Welcome Reception

SATURDAY, APRIL 13, 2024

- 7:30 am Working Breakfast:
Inclusive Governance
- 8:30 am AGM & Resolutions
UBCM President's Address
- Noon Delegates Lunch
- 1:30 pm 1st Concurrent Workshop Sessions
- 3:00 pm 2nd Concurrent Workshop Sessions
- 6:30 pm Pre-Banquet Reception
- 7:30 pm Dinner & Band: the Timebenders

SUNDAY, APRIL 14, 2024

- 7:30 am Networking Breakfast
- 8:30 am Address by Provincial Representatives
- 9:00 am Plenary Session:
Striking the Balance:
Engagement and Respect
- 10:30 am Resolutions & Late Resolutions
Installation of New Executive
Grand Prize Award
- Noon Adjourn



FRIDAY PRE-CONVENTION PROGRAM

Study Tour: 'Saanich Forestry Centre Tour'

8:30-11:30, Friday, April 12, 2024

Cost: \$45

Healthy forests start with healthy seeds and that's been a big part of our business for more than half a century.



Today the Saanich Forestry Centre (SFC), owned and operated by Western Forest Products, is a centre of excellence for the research, breeding and growing of high-quality coastal tree seeds and seedlings. The four million trees our 27 greenhouses produce each year are planted across the coast of British Columbia supporting biodiversity, tackling climate change and creating long-term community benefits.

Join us for this tour of the Centre's seed orchard, research station and greenhouses to see how today's seeds are tomorrow's climate champions.



Study Tour: 'Metchosin Farm-to-Table Tour'

8:30-12:30, Friday, April 12, 2024

Cost: \$70

Join us for a unique farm-to-table experience in beautiful Metchosin! See first-hand how food production is sustainable in our own communities.



We will start our adventure at [Stillmeadow Farm](#), A family operation for 70 years, Stillmeadow Farm raises lamb and pork, and produces hay and grain, and their own feed. Our customers include butchers and restaurants in Victoria and the Mainland. Animal welfare, environmental protection, and continuation of genetics for rare and endangered breeds are priorities for the farm. We will then enjoy a leisurely walk next door to [Sea Bluff Farm](#) – a 10-acre piece of land with a unique micro-climate that grows especially delicious fruits and vegetables, and features a farmstand and intimate event space.



After the tour, delegates will be treated to a delicious lunch made from ingredients produced at these farms. Lunch will be served in an outdoor event space, beautifully constructed of wood, and nestled in a Garry Oak Grove overlooking the farm. They will enjoy networking time with their colleagues before being returning by bus to the Convention Centre.

THANK YOU

to the **City of Victoria**

The host community for the 2024 AGM & Convention is the City of Victoria, with contributions made by the City of Langford and the Districts of Saanich and Highlands. Mayor Marianne Alto and Council, and the contributing communities from the Greater Victoria area are thanked for their generous hospitality.

City of Victoria staff have been involved in the planning of the Convention. Special thanks to them for their enthusiasm and assistance.

All local contributors are thanked for their support in making the 2024 AGM & Convention a terrific experience for all.





FRIDAY PRE-CONVENTION PROGRAM

housing, Housing, HOUSING!

9:00-11:30, Friday, April 12, 2024

Cost: \$30

The housing crisis in BC is urgent and demands substantive actions. Local governments across the Province are taking concrete steps to address the crisis and are collaborating for meaningful, focused partnerships with other levels of government, and public and private sector organizations to increase the housing supply in BC. This session, moderated by City of Duncan Mayor Michelle Staples and City of Courtenay Mayor Bob Wells, will cover a variety of housing related topics, highlighting the challenges and successes when addressing this crisis for all BC residents. The conversation will include insights for all local governments, from small, remote, rural and recreational communities to large urban centres, and everything in between.

The Ministry of Housing will provide an overview of the objectives and execution of the [Short-Term Rental Accommodations Act](#), with a particular focus on key considerations and implications for local governments. The legislation aims to give local governments stronger tools to enforce short-term rental regulations, return short-term rental units to the long-term rental market, and establish a new provincial role in the regulation of short-term rentals.

We will hear from Strathcona Regional District Director, Mark Vonesh, representing Area B – Cortes Island, who this year is to be the first community in BC to use the MRDT tax entirely for housing ([see article](#)). The Strathcona Regional District are in the midst of forming their own Housing Service so that they can play a bigger role in housing development in the region ([see article](#)).

Casey Edge has been the Executive Director of the [Victoria Residential Builders Association](#) for 22 years and does research and housing policy ranging from the National/ BC Building Codes, to taxation and rezonings. He will present the perspective of a panel of builders who will discuss the challenges and solutions for building new housing including the “missing middle” (townhomes, and small multi-family.) From permit processes to building codes, the panel will cover real world challenges and solutions.

Mayors Staples and Wells will highlight successes to our housing and homelessness challenges as a result of deep levels of collaboration. This panel will discuss what worked, what didn’t, and will emphasize the benefits of the outcomes, cost savings, on multiple levels and the positive impacts to economic and social health, well-being and safety and also speak to the challenges faced when working together, including changes to people around the table over time.

Join us for a solutions-based and multi-perspective discussion on how all local governments can take collaborative action to improve the housing supply in our region to the benefit of all BC residents!





FRIDAY PRE-CONVENTION PROGRAM CONT'D

Chiefs, Mayors & Chairs Forum and Lunch

Cost \$55
Time 11:30 pm to 1:30 pm

Modern community safety and well-being needs a collective approach to complex issues, such as declining civility and social cohesion, increasing social disorder, inadequate housing supply and homelessness, poverty, inequality, addictions, mental and physical health challenges, criminal activity, and other factors. This session, led by Mayor Alto, will bring local government leaders together over lunch to discuss, examine, and share tactics and approaches focusing on an intentional, balanced, practical re-imagining of safety and wellbeing in our communities. This forum is open to Mayors, Regional District Chairs and First Nations leaders. Lunch will be provided from 11:30am.

Electoral Area Forum and Lunch

Cost \$55
Time 11:30 am to 1:30 pm

This forum is designed for EA Directors and RD staff. Lunch will be provided from 11:30 am.

The EA Forum became a regular session at the AVICC Convention in 2016. The Forum provides an excellent opportunity to discuss issues that are common to many electoral areas. As an EA Director we may often feel that we are unique in the challenges we might have in our area, but by attending the Forum soon realize that there are many shared issues. What is most important from the Forum is that we can identify paths to advocate to senior governments to effect change and turn our collaboration into action. A louder voice is better heard.





CONVENTION PROGRAM

The Program Format

The 2024 program will integrate the regular business of the annual general meeting, debate on resolutions and holding of elections with a variety of presentations and workshops on topical issues, addresses by key political speakers and opportunities for networking.

Invitations have been extended to BC Premier, David Eby; Leader of the Official Opposition, Kevin Falcon; Leader of the BC Green Party, Sonia Furstenuau; Minister of Municipal Affairs, Anne Kang; and UBCM President, Trish Mandewo.

A draft of the detailed program is expected to be available by early-March on the AVICC website. In order to accommodate emergent issues, the program does not become final until just prior to the AGM & Convention.

Some program highlights that have been confirmed include:

- Advancing the TRC Calls to Action
- Striking the Balance: Engagement and Respect
- First Nations Property Taxation
- Community Preparedness & Resiliency to Wildfire – Tools and Resources
- Inclusive Governance
- Open & Closed Meetings: Why Should You Care?
- Cleaner Energy Future
- Vancouver Island Circular Economy Accelerator Project
- Oceans, Oceans, Oceans!

There are some other sessions under development that will be detailed when the program is announced



RESOLUTIONS PROCESS

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions received prior to the **February 7, 2024** deadline will be processed and included in the Annual Report and Resolutions book that will be emailed to members in late-March.

Late Resolutions:

Resolutions received after the deadline are considered “late” but will be accepted by the Secretary-Treasurer up until noon, **Wednesday, April 10, 2024**.

Members are reminded that, to be admitted for debate, a late resolution must be deemed to be of an urgent or emergency nature and should address an issue that has arisen after the February 7th deadline date.

The Resolutions Committee will review all late resolutions and prepare a report to the Convention including a recommendation as to whether the resolution meets the criteria and should be admitted for debate.

Members can also propose a resolution from the floor of the Convention on Sunday, April 14th, and members will vote on whether to admit the resolution for debate. See the convention rules around resolutions in the Annual Report and Resolutions Book that has guidelines for distributing printed materials to delegates for off the floor resolutions.

Reminder

Late Resolutions Deadline

April 10, 2024

Noon

See www.avicc.ca for details



NETWORKING & SOCIAL EVENTS

A key objective of the AVICC Convention is providing delegates with the opportunity to connect with colleagues and develop new relationships. Members can share experiences and learnings to take back to their communities. There will be several opportunities to break bread with each other at the breakfasts on Saturday and Sunday morning, the morning and afternoon refreshment breaks, Saturday's Delegates Lunch, the Friday evening receptions and the Saturday evening Annual Banquet.

2024 Welcome Reception

The Welcome Reception will be held from 5:30-7:30 pm Friday evening in the Victoria Conference Centre just outside the main ballroom. The Trade Show will be open for delegates to peruse while enjoying refreshments. Admission for delegates is already included in the delegate registration fee. Additional tickets may be purchased for guests through the on-line registration form on CivicInfo.



Annual Banquet

The Banquet will be held in the Crystal Ballroom at the Fairmont Empress Hotel. There will be entertainment from "the Timebenders" that will get us up and dancing after the 3-course meal.

Back by popular demand, the Timebenders Experience is a musical romp through the ages featuring the best dance music and outrageous impersonations of the greatest stars over the last 60 years. A very fast-paced and high-energy presentation with amazing costume changes and up-beat choreography. We look forward to seeing our delegates' best dance moves!

Island Good

The Vancouver Island Economic Alliance (VIEA) is a collaborative partnership spearheading regional economic development for the Vancouver Island region. VIEA has established the **Island Good** brand with its range of products sourced from local suppliers that is increasing sales and market share for Vancouver Island and Gulf Island products.

Created by VIEA in 2018, Island Good achieved an astounding 16.4% sales lift over 6 months in 45 grocery stores. In 2018, VIEA established that henceforth, all food and beverage served at its annual **Economic Summit** would be Island Good. AVICC is following this lead at our AGM and Convention by requesting Island Good products whenever possible.

Trade Show

As in past years, AVICC will host a Trade Show adjacent to the main meeting room. Many of our sponsors will be staffing information booths – please thank them for supporting our Convention and allowing us to keep our fees the lowest of all the area associations in BC.

The Trade Show will be open Friday afternoon and during the Welcome Reception, and then from breakfast on Saturday through to a 3:00 pm close after the Saturday afternoon networking break.

ELECTIONS PROCESS

AVICC members elect directors during the AGM & Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to AVICC between Conventions.

The following positions are open for nomination:

- President
- First Vice President
- Second Vice President
- Director at Large (3 positions)
- Electoral Area Representative

The deadline for nominations to be included in the *Report on Nominations* was February 7th. However, nominations are still accepted at Convention from the floor.

Elections for the 2024/25 AVICC Executive Committee will be open to all members, not just those in attendance at the in-person convention.

For further information on the elections process, please email info@avicc.ca or visit www.avicc.ca.





REGISTRATION

Online registration is available through CivicInfo at:
<https://www.civicinfo.bc.ca/event/2024/AVICC>

Fees

Register early to take advantage of the early bird discounted rates. Please note the cancellation deadline of March 31st.

	Early Bird by Mar 22 nd	Late after Mar 22 nd
Member	\$ 400	\$ 460
Non-Member	\$ 480	\$ 555
Welcome Reception	\$ 45	\$ 55
Annual Banquet	\$ 125	\$ 140

The Welcome Reception is included with delegate registration. Tickets are available for guests and must be purchased ahead of time to ensure availability.

Cancellation Policy

Full Refund: cancellations by March 29th at 4:30 pm
No Refunds: cancellations after March 29th at 4:30 pm
Cancellations must be emailed to info@avicc.ca.

Delegates who need to cancel due to illness (including experiencing symptoms consistent with COVID) immediately prior to the Convention (April 10th and April 11th) will receive a refund for registration fees less a \$75 administration fee to help defray costs to AVICC.



LOGISTICS

Convention Venue

All business sessions will be held at the Victoria Conference Centre located at 720 Douglas St in Victoria, BC

Parking

Parking is available for a fee at the Victoria Conference Centre.

Internet

The Victoria Conference Centre has complimentary WiFi for delegates.

Accommodations

Several hotels have been identified as accommodation providers for Convention delegates. Visit the AVICC website for [hotel booking information](#).

TOURISM

Destination Greater Victoria will have a booth on-site right next to the registration booth. The Tourism booth will be staffed by locals who can make recommendations on places to visit, shop and eat in the region.

There is also a great deal of information on their website at [Tourism Victoria](#) if you'd like to do some planning before you arrive. Take a look and you may decide to extend your visit to Nanaimo to see all that the region has to offer.

MORE INFORMATION

The most current information will be posted on the [AVICC website](#). Please check back regularly for updates.

For specific questions, please contact:

Theresa Dennison, AVICC Secretary-Treasurer
email: info@avicc.ca
Telephone: 236-237-1202



CODE OF CONDUCT

In keeping with practice at the UBCM Convention, AVICC will again have a Code of Conduct for this year’s AVICC Convention. The online registration form is linked to a form outlining the Code. By registering, delegates are acknowledging that they are aware that they are expected to adhere to the 2024 Code of Conduct.

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES CONVENTION CODE OF CONDUCT

2024 Convention

The AVICC Executive has implemented a code of conduct for convention participants based on the following principles.

1. The primary purpose of the annual AVICC Convention is to provide the membership with an opportunity to set the Association’s policy direction for the year ahead.
2. The Convention also provides delegates with an opportunity to learn, share and meet with other local, provincial and federal government officials in addition to other associations that are interested in engaging with local governments.
3. All delegates and convention participants have the right to a safe, fun and enjoyable experience. AVICC will not tolerate any communication or behaviour that demeans, threatens, or harasses anyone at its events.
4. All participants at the Convention, regardless of their employer, their position, their perspectives or priorities will treat others, and be treated, in a respectful, understanding and cooperative manner and behave in a manner that is respectful to other participants and their guests, and will not do anything that threatens the health, safety, security, or dignity of other participants or their guests.
5. Only local elected officials who are AVICC members are entitled to speak and vote on matters put forward to the membership. However, the annual Convention is open to the public, and anyone may attend the Convention so long as they register.
6. All AVICC members are viewed as equal regardless of their population, location, or their ability to attend the annual convention.
7. Participants are expected to adhere to this Code of Conduct at AVICC and other non-AVICC organized events associated with the Convention; and will be required to sign a confirmation that they have read, understood, and agree to this Code of Conduct at time of registration.
8. Breaches of the code of conduct will be addressed by the AVICC Executive, who may follow the Complaint & Enforcement Process, and Remedies as outlined in the [UBCM Convention Code of Conduct](#).

From: John Gauthier <tourism.officer@u.uot.ca>
Sent: Tuesday, February 6, 2024 4:56 PM
To: Mark Tatchell <MTatchell@villa.eoftahsis.com>
Subject: MMFN Historical Site Markers

Hi Mark,

This year the Tourism Department will be starting to erect historical site markers throughout the territory to help disseminate information to tourists in the context of the Mowachaht/Muchalaht people and their ancestral land. Given the importance that Tahsis has played as the Mowachaht's winter home for many centuries, three locations of historical significance around Tahsis have been identified.

The first obvious one is on IR11 (image attached). The second location, which will undoubtedly get the most attention from tourists would be located in the waterfront park. The attached image shows a spot off to the right side of the park. It's important to note that the Site Markers (image attached) were designed to be discreet in size so as to blend with the surrounding nature. The third sign would be located on the Woss Grease Trail near Woss Lake.

As Peter Bates is finalizing the funding application on behalf of MMFN, a letter from the Village of Tahsis showing support for this project would be most beneficial in helping to move this process forward.

Feel free to contact me should you have any questions.

Best Regards,

John Gauthier
Tourism & Marketing Officer
Nis'Maas Master GP Ltd.
Mowachaht/Muchalaht First Nation
100 Ouwatin Road, Tsaxana, BC
PO Box 459 Gold River, Tsaxana, V0P 1G0
Cell #: (778) 980-7208
tourism.officer@u.uot.ca



MOWACHAHT | MUCHALAHT
— FIRST NATION —

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

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

Date: March 5, 2024

Re: **Regional Collaboration Opportunity – Indigenous Engagement Requirements**

PURPOSE OF REPORT:

To consider utilizing the Village's Indigenous Engagement Requirement (IER) grant funds in collaboration with the Strathcona Regional District (SRD), other municipalities and First Nations to staff a multi-year regional SRD Emergency Services Indigenous Engagement Coordinator staff position.

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 *Emergency and Disaster Management Act*, which obtained Royal Assent in November 2023, includes Indigenous engagement requirements that promote relationship building across jurisdictions and the incorporation of Indigenous knowledge and cultural safety across emergency management practices. The intent is to respect the inherent rights of Indigenous Peoples, enhance the emergency management outcomes for the safety of all, provide for policy improvements that reflect lived experience, and address the disproportionate impacts on Indigenous peoples during emergency events. Regulated entities as defined in EDMA are required to engage through emergency management, and local authorities (regional districts and municipalities) are required to consult and cooperate with Indigenous governing bodies through response and recovery.

The Village has automatically received \$40,000 through the IER grant funding. If the Village were to use this one-time funding to pursue its own project the funds must be used by March 2025.

Recognizing these new regulatory requirements under EMDA requires a long-term strategic approach and extra personnel capacity, the Strathcona Regional District has convinced the Ministry of Emergency Management & Climate Readiness (EMCR) that Regional Districts can receive the IER grant from their member municipalities and First Nations to fund a multi-year regional staff position “Emergency Program Indigenous Engagement Coordinator” (working title) whose job description would be to work on the bullet points identified in the funding guide over many years. Rather than each community using their funding for a one-off project before March 2025 this proposed approach increases bandwidth at a regional level to take a long-term strategic approach to the Indigenous engagement requirements under EDMA.

The goal Emergency Services Indigenous Engagement Coordinator’s job description would be to implement the following new Indigenous Engagement Requirements under EDMA.

Reconciliation and capacity building

- Activities that support local reconciliation efforts such as meetings, engagements, and training, including building understanding of cultural safety and the integration of Indigenous knowledge in emergency management.
- Activities that enable self-determination, and governance of emergency management programs and services.
- Planning for and delivering cultural safety and humility training to local emergency management staff and volunteers.
- Activities that support First Nations establishing an Indigenous governing body for purposes of emergency management.

Agreement building

- Assists with developing formal agreements about communications protocols that help local authorities understand which entities to consult, engage, coordinate, and cooperate with, when and how, through any or all phases of emergency management.
- Meeting to review the effectiveness of agreements.

Consultation and Cooperation

- Activities where local authorities contact or engage with Indigenous governing bodies and “make reasonable efforts to reach agreement on the areas to be described in local authority emergency management plans for the purposes of consultation and cooperation” under s.120 of EDMA.
- Engagements to discuss, confirm and document communication protocols that help local authorities understand which entities to consult, engage, coordinate, and cooperate with, when and how, through any or all phases of emergency management.

Relationship building

- Activities that strengthen and develop relationships between Indigenous governing bodies and local authorities, and support collaboration in emergency management.
- Collaboratively developed or delivered training and preparedness initiatives, to support shared understanding of respective emergency management practices.

Planning

- Activities that support collaboration in developing emergency management plans and/or risk assessments; for example, engagements to explore how to incorporate cultural safety and Indigenous knowledge, or how to identify and reduce disproportionate impacts in plans and/or risk assessments.
- Activities related to meeting consultation and cooperation requirements related to preparing, reviewing, and revising risk assessments or emergency management plans.

POLICY/LEGISLATIVE REQUIREMENTS:

This regional staff position will assist the Village with meeting new regulatory requirements under the *Emergency & Disaster Management Act*.

FINANCIAL IMPLICATIONS:

The SRD would provide overall supervision and management of the funds.

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 the Village commits it's \$40,000 Indigenous Engagement Requirement funding grant to the Strathcona Regional District to fund a multi-year Emergency Services Indigenous Engagement Coordinator staff position.

Respectfully submitted:



Mark Tatchell
Chief Administrative Officer

Attachment A – Fact Sheet – Indigenous Engagement Requirements Funding Program

Emergency and Disaster Management Act

Indigenous Engagement Requirements Funding Program

December 2023

The Indigenous Engagement Requirements Funding Program is to support First Nations and local authorities implement new Indigenous engagement requirements under the Emergency and Disaster Management Act (EDMA).

This funding is to promote, encourage and support relationship-building between First Nations, or other authorized Indigenous governing bodies, and local authorities including municipalities and regional districts. Eligible activities are intended to support successful fulfilment of the Indigenous engagement requirements, including consultation and cooperation.

No application is required for this funding. All First Nations and local authorities will receive a funding award letter and Contribution Agreement with the amount they are receiving.

Timeline and Contribution Agreements

- The program will run from January 2024, until March 31, 2025.
- Funding award letters and Contribution Agreements will be sent to recipients during the week of January 8, 2024.
- March 31, 2024 is the deadline for signed Contribution Agreements to be returned to the Ministry of Emergency Management and Climate Readiness (EMCR).
- Funding will be disbursed upon the Contribution Agreement being signed by both the Province and the recipient.
- Funding will need to be used by March 31, 2025. Any unused funds must be returned to the Province.
- Signed Contribution Agreements must include either a brief description of the activity or activities the recipient will participate in or a selection from the list of suggested activities.

- To better understand recipients' experience with the Indigenous Engagement Requirements Funding Program, an online survey requesting feedback will be sent out in September 2024.
- Recipients will receive material in February 2025 to assist with meeting final program reporting requirements.

Funding

- Under the Indigenous Engagement Requirements Funding Program, First Nations in the Province will each receive \$45,500.
- Local authorities will receive a funding amount range of \$40,000 - \$65,000, recognizing that local authorities vary in the number of First Nations to engage with.
- Funding is intended to be flexible, in that recipients can identify eligible activities that are a best fit for them.
- There is opportunity for recipients to pool funds and share in reporting.

More information

- Review the **Indigenous Engagement Requirements Funding Program Guide** to learn more about how to use the funding for activities.
- For more information on implementation of the Indigenous Engagement Requirements please review the [Indigenous Engagement Requirements Primer \(PDF\)](#)
- Visit the funding program webpage at [Indigenous Engagement Requirement Funding page](#) for more information on suggested activities and eligible costs or email EMCR.IERFunding@gov.bc.ca

Appendix B – Province of BC Media Release – Indigenous Engagement Funding Requirements**New funding supports First Nations participation implementing Declaration Act**

The Province is reducing barriers for First Nations to fully participate in implementing the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration) and build a better future.

The Declaration Act Engagement Fund will help support First Nations' involvement in efforts to implement the Declaration Act Action Plan and align provincial laws with the UN Declaration, as required under the Declaration on the Rights of Indigenous Peoples Act (Declaration Act).

"Across government, engagement is actively underway with First Nations on the Declaration Act," said Premier David Eby. "We have heard directly from Nations on the vital need for financial resources to support consultation and co-operation on action plan items and legislative transformation. The new Declaration Act Engagement Fund will help break down financial barriers and support capacity, so Nations may actively participate in this important work."

The fund will help First Nations offset costs associated with provincial engagement on the implementation of the Declaration Act. The flexible fund could support staffing, training, community-level meetings and other resources required to enhance government-to-government work.

"The Declaration Act Engagement Fund will create flexibility for First Nations to engage with the Province in ways that respond to the priorities and unique needs of their communities," said Murray Rankin, Minister of Indigenous Relations and Reconciliation and Minister Responsible for the Declaration Act Secretariat. "This new funding for all First Nations in B.C. supports our vision of a better province – one where First Nations can thrive through the full enjoyment and exercise of their inherent rights."

The one-time \$200-million fund will be administered by the Indigenous-led New Relationship Trust and be available to all First Nations in B.C.

"The implementation of the Declaration Act Action Plan is a long-haul journey and the barriers to transition onto that path are high for most First Nations, so we commend the Province of B.C. for reconsidering the role they play in empowering First Nations to meaningfully engage with them on critical aspects of the action plan," said Walter Schneider, CEO of the New Relationship Trust. "The New

Relationship Trust is proud to be the mechanism to deliver the Declaration Act Engagement Fund, as we think it will create visionary thinking between First Nations and the Province, driven by the desire to achieve positive outcomes and a better future for all in the province of B.C.”

The Declaration Act Engagement Fund is providing interim support to First Nations while a new fiscal framework is being co-developed to better support the operation of Indigenous governments.

VILLAGE OF TAHSIS

Bylaw No. 550, 2009

A Bylaw to Regulate the Placing of Signs on Property Owned by the Village of Tahsis

WHEREAS Sections 8(4) and 65 of the Community Charter provides that Council authority may be exercised in relation to the erection, placing, alteration, maintenance, demolition and removal of *signs*, sign boards, advertisements, advertising devices and structures;

Now therefore, the Council of the Village of Tahsis, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as “**Village of Tahsis Property Signage Bylaw No. 550, 2009**”.

2. Signs

- 2.1 Any business or individual wishing to place a sign on property owned by the Village of Tahsis must apply for a “Village of Tahsis Sign Permit”, (Schedule “A” to this bylaw), on an annual basis, and must not erect such sign until all necessary approvals have been obtained.
- 2.2 Where a “Village of Tahsis Sign Permit” is required to be issued under Bylaw 550, 2009, a \$25.00 non-refundable application fee is payable at the time of the application.

- 2.3 Sign Permit application approvals may or may not be granted by the Council of the Village of Tahsis on a case by case basis, after consideration at a regular council or committee of the whole meeting.
- 2.4 This bylaw only regulates the placing of signs on property owned by the Village of Tahsis. Signs placed on property not owned by the Village of Tahsis are subject to regulations as currently set out in Village of Tahsis Zoning Bylaw No. 176, 1981.

READ for the first time this 7th day of April, 2009

READ for the second time this 7th day of April, 2009

READ for the third time this 7th day of April, 2009

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 21 day of April , 2009.


MAYOR


CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 550 2009 duly passed by the Council of the Village of Tahsis on this 21st day of April, 2009


Corporate Officer





VILLAGE OF TAHSIS

SIGN PERMIT APPLICATION

(Schedule "A" to Bylaw No.550, 2209)

I hereby apply for a permit to place a sign on property owned by the Village of Tahsis, located at:

Street Address: _____

Business Owner & Mailing Address

Business Name: _____

Owner (s) Name : _____

Mailing Address: _____

Home Phone / Work Phone : _____

Email Address: _____

Nature of Signage

Type of Sign (Eg. Wall mounted, free standing, canopy, etc.): _____

Dimensions of Sign: _____

Description of Proposal: (If space inadequate, please attach additional pages)

I/We hereby declare that the information contained herein is, to the best of my/our knowledge, factual and correct.

Signature(s) of Owner and Applicant/Agent

Date

_____ Owner(s)

_____ Applicant/Agent

Where a sign permit is required to be issued under Bylaw No. 550, 2009, a \$25.00 non-refundable application fee is payable at time of application.

Office Use Only

Application Received (Date & Staff Initial): _____

In accordance with this application and Bylaw No.550, 2009, this sign is approved for installation.

Approved By _____

Date _____

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Fire Chief and Emergency Program Coordinator

Date: February 26, 2024

Re: Procurement of Fire Engine

PURPOSE OF REPORT:

To inform Council on the need to replace the end-of-lifespan Fire Engine # 1 and propose procurement options for a replacement apparatus.

OPTIONS/ALTERNATIVES:

- 1) Proceed with a sole source procurement of a used fire engine, not to exceed \$180,000.00 as detailed in the 2024-2028 Capital Plan.
- 2) Procure utilizing a competitive bid process such as a Request for Qualified Supplier, Invitation to Tender, Request for Proposal or Canoe Procurement Group contract.
- 3) Invest significant funds into the existing 29-year-old fire engine to keep it in service.
- 4) Any other option that Council deems appropriate.

BACKGROUND:

Engine 1, is a 29-year-old, 1995 Ford/Hub Fire Engine. This apparatus has reached the end of its life based on the requirements set forth by Fire Underwriters Survey.

The Fire Underwriters Survey establishes appropriate fire insurance rates for residential and commercial properties in Canada. A portion of this grading is identified by the age of the fire apparatus in the community. A fire engine receives no credit after its 29th year. These standards are in place to ensure operable and reliable fire equipment is available in a community.

The proposed 2024-2028 detailed capital plan has a budgeted amount of \$180,000 for the replacement of Engine 1.

The purchase of used fire apparatus is especially difficult, in that although there are large numbers of units for sale, units in western Canada are not readily available. Finding high quality fire apparatus that are in good condition, low mileage and less than 20 years old; while also falling within our budget of \$180,000 is challenging.

Time is of the utmost importance when attempting to purchase a used fire engine. In most used apparatus situations, the selling municipality has deemed the unit to be

surplus and is expecting delivery of a new fire engine soon, which requires them to make space within their fire hall. The long process of an RFQ/ITT/RFP would result in missed opportunities to procure the appropriate unit for the community.

The sale of used fire apparatus are usually done by way of sealed bid, auction, direct word of mouth sale, or through a third party used fire apparatus broker.

Currently, the Fire Chief is in discussion with the Big White Fire Department with a conditional offer to purchase a surplus 2008 Freightliner Fire Engine.

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

Section 8.1 states:

A purchase may be sole sourced where the opportunity to obtain quotes or solicit competitive bids does not exist or is not justified in the circumstances. Examples where a sole source purchase could be justified:

- goods and services can be supplied by only a particular supplier and no reasonable alternative or substitute exists;
- where only one supplier has the unique or very specialized qualifications or skills needed for the work;
- where the project is of a highly sensitive or confidential nature and would be compromised if put to a competitive bid;
- where the work is a continuation or follow up assignment most appropriately carried out by the original supplier; and
- when a competitive process did not result in any qualified proponents.

FINANCIAL IMPLICATIONS:

This project is included in the 2024-2028 Capital Plan and is budgeted at \$180,000. The funding source identified is the Community Works Fund (Gas Tax). The purchase of a firetruck is eligible if the purchase coincides with the construction of a fire hall.

STRATEGIC PRIORITY:

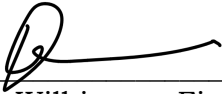
This is not a Council strategic priority in 2023 or 2024.

RECOMMENDATION:

Administration to proceed with a sole source procurement of a used fire engine, not to exceed \$180,000.00 as detailed in the 2024-2028 Capital Plan. Utilizing a sole source procurement will ensure the Village receives best value in the acquisition.

Respectfully submitted:

Approved for Council's consideration:



Kyle Wilkinson, Fire Chief/EPC



Mark Tatchell, CAO

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: February 24, 2024

Re: Tahsis Recreation Centre gymnasium furnace repair

PURPOSE OF REPORT:

To update Council on the Recreation Centre improvements and provide options for repairing the failed gymnasium propane furnace.

OPTIONS/ALTERNATIVES

1. Approve a budget of \$25,000 (tax exclusive) for repairing the gymnasium furnace and approve a procurement process based on a minimum of two quotes from suppliers.
2. Approve a budget of \$25,000 (tax exclusive) for repairing the gymnasium furnace and direct that an invitation to quote be posted on B.C. Bid.
3. Do not approve repairing the gymnasium furnace.
4. Any other option that Council deems appropriate.

BACKGROUND:

The Recreation Centre gym is heated by two systems: 1) a boiler that circulates hot water via pumps and 2) a propane furnace.

On or about January 15, 2024, the Recreation Centre experienced water damage in several areas of the building caused by water pipes leaking. The pipes developed cracks due to freezing. Plumbing and electrical contractors were hired to repair the damaged pipes and restore electrical and plumbing services, including the boiler heater systems that heat the swimming pool and the gym.

In the course of repairing the boiler heater systems, the plumbing contractor (River City Plumbing) determined that the propane furnace which heats the gym is no longer operable and needs to be repaired by replacing the Heat Pack system. Two quotes have been provided for this work (see attached). The proposed budget includes a contingency amount.

POLICY/LEGISLATIVE REQUIREMENTS:

1. The Village's Procurement Policy dictates that purchases over \$10,000 require a competitive bid process, e.g., RFP, and Council approval is also required.

FINANCIAL IMPLICATIONS:

This is a capital item, and subject, to Council's decision would be added to the 2024-2028 capital plan for inclusion in the 5 year financial plan bylaw. The revenue source for the purchase would be the COVID-19 Restart Funds.

STRATEGIC PRIORITY:

Yes.

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

RECOMMENDATION:

Option 1.

Respectfully submitted:



Mark Tatchell, CAO



Controlled Air Heating and Cooling

2995 Glacier Road | Courtenay, British Columbia V9N 9H3
 12507922682 | joe@controlledairheatingandcooling.com |
 controlledairheatingandcooling.com

RECIPIENT:

Alisa Vanderberg

285 Alpine View

Tahsis, British Columbia V0P 1X0

Quote #1305

Sent on

Feb 16, 2024

Total

\$17,129.56

Product/Service	Description	Qty.	Unit Price	Total
Gym Heater Replacement- Thasis Rec Center	<p>As noted on our visit from February 8th 2024, found heat not working for gym system. We recommend to replace the full heat pack on the system due to age and condition .</p> <p>Quote Includes:</p> <ul style="list-style-type: none"> -Supply and installation of new Reznor X-200 Heat Pack system -Control work as required -Sheet metal work as required -Gas work as required -Testing and maintenance of Engineered Air system -Travel, delivery and accommodation -Required Technical Safety B.C. permits -1-Year Warranty <p>Quoted Excludes:</p> <ul style="list-style-type: none"> -Addition repairs to main unit 	1	\$16,313.87	\$16,313.87

This quote is valid for the next 30 days, after which values may be subject to change.

Subtotal

\$16,313.87

GST (5.0%)

\$815.69

Total

\$17,129.56

Signature: _____ Date: _____

Salt-Air Refrigeration Ltd.
 474 Louise rd
 Ladysmith BC V9G 1W8
 saltairrefrigeration@gmail.com
 GST/HST Registration No.:
 705461002RT0001



Estimate

ADDRESS

Alisa Vanderberg
 Village of Tahsis
 285 Alpine View
 Tahsis BC V0P 1X0

ESTIMATE # 1040

DATE 26/02/2024

EXPIRATION DATE 26/03/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Install	<p>To replace Reznor X200 propane heat module of Engineered Air system serving Tahsis Recreation Centre.</p> <ul style="list-style-type: none"> - removal of exsisting propane heat module - required ducting, venting and gas piping modifications - supply and installation of replacement X200 Reznor heat module - required power and control wiring adaptation - comprehensive startup of heat module including adjustments to gas pressure, testing of safety devices and control functionality <p>Quote includes accommodation, travel and required safety permits.</p> <p>Note: as physical inspection of equipment hasn't been completed before quoting replacement heat module, any required work to Engineered Air unit (blower assembly, bearings, motor etc.) are not included but can be addressed at time of installation</p>	1	15,894.54	15,894.54
	warranty	1 Year equipment warranty from	1	0.00	0.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
------	----------	-------------	-----	------	--------

date of installation.

Estimate valid for 30 days	SUBTOTAL	15,894.54
Deposit required upon accepted estimate to secure equipment	GST @ 5%	794.73
	TOTAL	\$16,689.27

TAX SUMMARY

	RATE	TAX	NET
GST @ 5%		794.73	15,894.54

Accepted By

Accepted Date

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

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

Date: March 5, 2024

Re: **Regional Grant Opportunity – Disaster Risk Reduction/Climate Adaptation**

PURPOSE OF REPORT:

To consider a regional grant application to the Community Emergency Preparedness Fund March 2024 Disaster Risk Reduction / Climate Adaptation (DRR-CA) program from the Union of BC Municipalities (UBCM). This application would be in partnership with the Strathcona Regional District (SRD) and other municipal and First Nation entities in order for the SRD to:

- Procure Tiger Dams; and
- Hire a Community Disaster Awareness Assistant.

OPTIONS/ALTERNATIVES

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

Staff recommends **Option 1**.

BACKGROUND:

The intent of the DRR-CA funding stream (100% fully funded) is to support eligible applicants to reduce risks from future disasters due to natural hazards and climate-related risks through the development and implementation of:

- Accurate foundational knowledge of the natural hazards they face and the risks associated with BC's changing climate; and
- Effective strategies to prepare for, mitigate, and adapt to those risks.

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 March 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 provide overall grant management. The SRD would utilize this grant to:

- Procure two 20-foot long enclosed trailers stalked with Tiger Dams that could be deployed throughout the region. Tiger Dams are elongated flexible tubes which maybe quickly stacked, joined end to end and filled with water. The pyramid shaped structure forms a barrier to structures from flood water. Each community will also be provided with training on the use of tiger dams.

- Hire a Community Disaster Awareness Assistant - This position would ensure that the community education activities focused on disaster risk reduction are supported, developed, and implemented in accordance with Provincial guidelines as well as with the direction and policy provided by the SRD. The assistance this position would provide to electoral areas, municipalities and First Nations in the SRD is outlined in Attachment A. It is the intention of the Regional District to seek future grant funding to continually fund this position.

POLICY/LEGISLATIVE REQUIREMENTS:

None

FINANCIAL IMPLICATIONS:

There is no cost to the Village of Tahsis. The Strathcona Regional District would provide overall management of the grant. The estimated cost of the Tiger Dams and Community Disaster Awareness Assistant (2-year Term Position) is estimated to be \$436,700.

RECOMMENDATION:

1. THAT the report from the Chief Administrative Officer be received.
1. THAT as part of the Village of Tahsis' ongoing work in relation to disaster risk reduction that an application for financial assistance under the Community Emergency Preparedness Fund March 2024 Disaster Risk Reduction / Climate Adaptation grant be authorized for submission to the UBCM in partnership with the Strathcona Regional District; and

THAT the Strathcona Regional District be authorized to provide overall grant management on behalf of the Village of Tahsis if the application is successful.

Respectfully submitted:



Mark Tatchell
Chief Administrative Officer

Attachment A – Community Disaster Awareness Assistant Job Description**Job Summary**

Reporting to the Manager of Emergency Services, the Community Disaster Awareness Assistant develops and presents public education materials that teaches people how to better prepare themselves for hazards that may affect their communities. The goal is to reduce risks to a community from natural hazards and climate-related risks through modifications in human actions by increasing awareness and education. This position works with other local governments, emergency response agencies, First Nations and the public across the region on public education.

Major Responsibilities

- Coordinate, develop and present customized disaster risk reduction information and education to community stakeholders in support of the Strathcona Emergency Program's public education initiatives.
- Present emergency management preparedness information at workshops and special events while referring to appropriate Regional District staff for further assistance and support.
- Participate in operational support roles for documentation and logistics units upon the activation of an Emergency Operations Centre (EOC).
- Monitors and tracks attendance and feedback of public education events.
- Provides reports for emergency services.
- Promotes community awareness of Alertable notification system.
- Support and participate in emergency exercises.

Attachment B – Tiger Dams



