



## AGENDA

**Regular Meeting of the Village of Tahsis Council  
to be held on February 17, 2026 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  
[Click here to join the meeting](#)  
Or call in (audio only)  
Toronto, Canada  
+1 437-703-5480  
Phone Conference ID: 693 613 527#**

Microsoft Teams may be hosted on servers in the U.S., so the name you use with Microsoft Teams and metadata about how you use the application may be stored on servers outside of Canada. If you have privacy concerns: a) don't create your own account with Microsoft Teams, b) provide only your first name or a nickname when you join a session, c) keep your camera off and microphone muted, as much as you can, and d) try to avoid sharing any identifying information.

**A. Call to Order**                    **Mayor Davis will call the meeting to order.**

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

**B. Introduction of Late Items**                    None.

**C. Approval of the Agenda**

**D. Petitions and Delegations**                    None.

**E. Public Input #1**

**F. Adoption of the Minutes**                    **1 February 3, 2026 Regular Council Meeting Minutes.**

## G. Rise and Report

- H. Business Arising** 1 **Reconsideration of Resolution VOT 0358/2025 (October 7, 2025 Regular Council meeting).**

**At the October 7, 2025 Regular Council Meeting Council passed the following resolution.**

**"Fowler/Moore: VOT 0358/2025**

**THAT** option #1 be approved (approve the survey analysis and community consultation report [attached as "Appendix A"] as presented and request staff to prepare an updated Strategic Economic Development Plan and Action Plan incorporating the results presented in the report and present the updated Strategic Economic Development Plan and Action Plan to the Standing Committee for Business Liaison for review and comment before submitting these documents to Council for consideration)."

- 2 **(Only if VOT 0358/2025 is rescinded) Draft updated Strategic Economic Development Plan and updated Action Plan.**

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

- K. Bylaws** None.

- L. Correspondence**
- 1 **February 2, 2026 email from Mike Mountan to Mayor and Council Re: Cardiac Climb Safety Issues.**
  - 2 **Epilepsy Awareness Month - Proclamation Draft Re: Proclaim Wednesday March 26, 2026 as "Purple Day".**

- M. New Business**
- 1 **Report to Council Re: Regional Grant Opportunity - Growing Community Canopies.**
  - 2 **Report to Council Re: Regional Grant Opportunity - Emergency Operation Centre**
  - 3 **Councillor Fowler's Motion Supporting the Elect Respect Campaign.**

**WHEREAS** democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community;

**AND WHEREAS** we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

**AND WHEREAS** municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

**AND WHEREAS** social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

**AND WHEREAS** better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables;

**AND WHEREAS** the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office;

**AND WHEREAS** in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and call on elected officials to uphold the highest standards of conduct;

**AND WHEREAS** H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process;

**AND WHEREAS** on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan "Parliamentary Civility Pledge" to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, the BC Legislature and at our local council table;

**THEREFORE BE IT RESOLVED:**

**THAT** the Village of Tahsis Council supports the Elect Respect pledge and commits to:

Treat others with respect in all spaces—public, private, and online,

Reject and call out harassment, abuse, and personal attacks,

Focus debate on ideas and policies, not personal attacks,

Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,

Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and

Model integrity and respect by holding one another to the highest standards of conduct and;

**BE IT FURTHER RESOLVED THAT** the Village of Tahsis Council call on elected officials and organizations and community members to support the Elect Respect campaign and sign the on-line pledge at [www.electrespect.ca](http://www.electrespect.ca) and;

**THAT** a copy of this resolution be sent to the Association of Vancouver Island Coastal Communities, Union of British Columbia Municipalities and Royal Canadian Mounted Police.

**Public Input # 2**

**Rise and Report**

**O. Adjournment**



Minutes

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<u>Meeting</u>	<b>Regular Council Meeting</b>
<u>Date</u>	<b>February 3, 2026</b>
<u>Time</u>	<b>7:00 PM</b>
<u>Place</u>	<b>Municipal Hall - Council Chambers and by electronic means</b>

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<u>Present</u>	Mayor Martin Davis Councillor Sarah Fowler Councillor Brenda Lenahan Councillor Ryan Moore Councillor Cheryl Northcott	by video by video  by video
<u>Staff</u>	Mark Tatchell, Chief Administrative Officer Reg Stratton, Project Manager Janet StDenis, Corporate Services Manager	by video by video
<u>Public</u>	3 members of the public.	<b>3 by video</b>

**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** New Business Item "M3" removed.

**C. Approval of the Agenda** **Moore/Northcott: VOT 0065/2026**  
**THAT** the Agenda for the February 3, 2026 Regular meeting of Council be adopted as amended. **CARRIED**

**D. Delegation** None.

**E. Public Input # 1** None.

**F. Adoption of the Minutes** **1** January 20, 2026 Regular Council Meeting Minutes.

**Moore/Northcott: VOT 0066/2026**

**THAT** the Regular Council Meeting minutes of January 20, 2026 be adopted as presented.

**CARRIED**

**2 January 21, 2026 Committee of the Whole Meeting Minutes.**

**Moore/Northcott: VOT 0067/2026**

**THAT** the Committee of the Whole Meeting minutes of January 21, 2026 be adopted as presented.

**CARRIED**

**G. Rise and Report**

None.

**H. Business Arising**

**1 Report to Council (verbal) Re: Update on the Community Boat Launch Project**

**Moore/Fowler: VOT 0068/2026**

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

**CARRIED**

The CAO proved a comprehensive update of the Community Boat Launch Project detailing the progress on the design and prefabrication, construction status/ milestones and scheduling. The status of the ancillary airplane dock project was also discussed. The airplane dock demolition is complete and geotechnical drilling is underway. The airplane dock work will not proceed during the current construction window for in-water work.

There was a discussion regarding the geotechnical work. The geotechnical work is additional work at different locations and the report obtained will be owned by the Village.

Council discussed the potential uses and distribution of the salvaged deck wood from the airplane dock demolition, considering options for public benefit and operational needs.

**J. Council Reports**

**Mayor Davis**

No report.

**Councillor Northcott**

No report.

**Councillor Lenahan**

No report.

**Councillor Moore**

No report.

**Councillor Fowler**

In addition to the NSW information (received after the January meeting) attachment #1, I briefly wanted to highlight the workshops or webinars I have attended since the last regular meeting of council.

January 28th

YMCA Canada - Partnering for Impact: Unlocking Municipal Potential (Hosted by FCM).

Protecting and promoting wellbeing at work: Leading in sickness and in health (Hosted by UBCM group benefit program).

January 29th

Empowering Community Events: Simple Steps for Safety and Success (Hosted by MIABC).

Climate Budget Series: City of Vancouver (Hosted by Climate Action partnerships).

January 30th

Atelier : Gestion de projet pour l'adaptation climatique / Workshop: Project management for climate adaptation (Hosted by FCM).

February 2nd

Workshop: Inclusive engagement through dialogue / Atelier : L'engagement inclusif par le dialogue (Hosted by FCM).

February 3rd

Topic: Women into Leadership

Description: In practically whichever country you look at, women tend to be under-represented at the higher organisational levels. Many countries have legislation in place to address this issue, but even where discrimination and pay disparity are illegal, such bad practices often seem to continue with apparent impunity, often at alarmingly significant levels, despite the best intentions of the legislators. Other factors can also hold women back, ranging from external perceived expectations about leadership profiles, job roles, or a lack of opportunity, through to personal issues such as self-confidence and an absence of obvious career ladders for women to progress.

Workshop: Anti-Racism, equity and inclusion / Atelier : Lutte contre le racism, équit  et inclusion (Hosted by FCM).

Virtual Town Hall on Forestry Supports.

Respectfully submitted,  
Councillor Fowler

**Attachment # 1 NSW Submitted Funding Opportunities**

**Moore/Northcott: VOT 0069/2026****THAT** the Council Report be received.**CARRIED****K. Bylaws**

1 None.

**L. Correspondence**1 **January 21, 2026 email from Kevin Moore Re: Letter of thanks and acknowledgement to the Village of Tahsis Volunteer Fire Department.**2 **January 6, 2026 letter from Kristin Clausen, Executive Director, Heritage BC to Mayor and Council Re: Heritage Week.**3 **January 28, 2026 email from Theresa Dennison, Executive Director, AVICC to elected officials Re: Invitation to attend a virtual education and discussion session entitled "Housing Corporations and Rural Solutions: Expanding Access to Affordable Housing".****Moore/Northcott: VOT 0070/2026****THAT** these correspondence items be received.**CARRIED****Moore/Northcott: VOT 0071/2026****THAT** correspondence item L2 be pulled for discussion.**CARRIED**L2 **January 6, 2026 letter from Kristin Clausen, Executive Director, Heritage BC to Mayor and Council Re: Heritage Week.**

Mayor Davis spoke to this correspondence item.

**Davis/Moore: VOT 0072/2026****THAT** the Village of Tahsis Council declare Heritage Week, February 16-22, 2026.**CARRIED**

Staff to post posters provided by Heritage BC.

**M. New Business**1 **Report to Council Re: 2026 General Local Election - Mail in Ballots****Moore/Northcott: VOT 0073/2026****THAT** this Report to Council be received.**CARRIED**

Council debated the feasibility, costs, and implications of introducing mail-in ballots for the 2026 General Local Election, ultimately deciding not to proceed with this option due to financial, administrative, and security concerns.

**Fowler/Moore: VOT 0074/2026**

**THAT** option # 1 be approved (do not offer mail-in ballots for the 2026 General Local Election and continue with in-person voting only).

**CARRIED**

**2 Village of Tahsis Audit Planning Report for the year ended December 31, 2025.**

**Moore/Northcott: VOT 0075/2026**

**THAT** this Audit Planning Report for the year ended December 31, 2025 be received for information.

**CARRIED**

The CAO spoke to the Audit Planning Report for the fiscal year ended December 31, 2025, outlining the audit scope, timing and new requirements with respect to asset retirement obligations.

**Moore/Fowler: VOT 0076/2026**

**THAT** this Audit Planning Report for the year ended December 31, 2025 be approved as presented.

**CARRIED**

**3 Councillor Fowler's Notice of Motion Supporting the Elect Respect Campaign.**

**Background.**

This draft resolution came to my attention in December 2025, when I added my name. After making some minor edits that added some BC specific language my hope is to bring this resolution forward in the new year.

Take action by presenting this resolution to your local Council—it's time to drive change in our community.

**WHEREAS** democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community;

**AND WHEREAS** we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

**AND WHEREAS** municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

**AND WHEREAS** social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

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**AND WHEREAS** on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan “Parliamentary Civility Pledge” to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, the BC Legislature and at our local council table;

**THEREFORE BE IT RESOLVED:**

**THAT** the Village of Tahsis Council supports the Elect Respect pledge and commits to:

Treat others with respect in all spaces—public, private, and online,

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Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and

Model integrity and respect by holding one another to the highest standards of conduct and;

**BE IT FURTHER RESOLVED THAT** the Village of Tahsis Council call on elected officials and organizations and community members to support the Elect Respect campaign and sign the on-line pledge at [www.electrespect.ca](http://www.electrespect.ca) and;

**THAT** a copy of this resolution be sent to the Association of Vancouver Island Coastal Communities, Union of British Columbia Municipalities and Royal Canadian Mounted Police.

**Fowler/Moore: VOT 0077/2026**

**THAT** this notice of motion be received.

**CARRIED**

Councillor Fowler introduced a notice of motion supporting the Elect Respect campaign, encouraging a safe and respectful work environment for councillors.

**N. Public Input #2**

None.

**Public Exclusion**

**Moore/Northcott: VOT 0078/2026**

**THAT** this meeting is closed to the public in accordance with section 90 (1)(g) of the Community Charter- litigation or potential litigation affecting the municipality.

**CARRIED**

**Recess**

**Moore/Northcott: VOT 0079/2026**

**THAT** the Regular Council Meeting recess at 7:51 p.m. to go into the in camera meeting.

**CARRIED**

**Reconvene**

**Moore/Northcott: VOT 0089/2026**

**THAT** the Regular Council Meeting reconvene at 8:58 p.m.

**CARRIED**

**O. Adjournment**

**Moore/Northcott: VOT 0090/2026**

**THAT** the meeting be adjourned at 8:58 p.m.

**CARRIED**

**Certified Correct this**

**17th day of February, 2026**

**Chief Administrative Officer**

# VILLAGE OF TAHSIS

## Report to Council

**To:** Mayor and Council

**From:** Economic Development Officer

**Date:** February 10, 2026

**Re:** Strategic Economic Development Plan & Action Item - REVISION

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### **PURPOSE OF REPORT:**

This report provides Mayor and Council with an updated version of the August 2023 Strategic Economic Development Plan and the February 2024 Action Items that support its implementation.

### **BACKGROUND**

In August 2023, Council approved the Strategic Economic Development Plan (SEDP), prepared by GNPCI to guide economic development initiatives over a ten-year period. In February 2024, Council subsequently approved the accompanying Action Items to support the implementation of the SEDP to advance economic growth in the Village.

Through the Standing Committee for Business Liaison, the SEDP and Action Items were reviewed and updates proposed to reflect community priorities discerned through extensive consultation and engagement. This initiative incorporated community input through in-person open houses and an online survey, while also considering lessons learned from the successes and challenges of previous Action Items to inform future direction.

At the October 7, 2025 regular council meeting, the following motion was approved:

### **Fowler/Moore: VOT 0358/2025**

**THAT** option #1 be approved (approve the survey analysis and community consultation report [attached as "Appendix A"] as presented and request staff to prepare an updated Strategic Economic Development Plan and Action Plan incorporating the results presented in the report and present the updated Strategic Economic Development Plan and Action Plan to the Standing Committee for Business Liaison for review and comment before submitting these documents to Council for consideration).

(Note: The updated Strategic Economic Development Plan and Action Plan have not been presented to the Standing Committee for Business Liaison, contrary to Council's resolution, prior to this Council meeting.)

Attached to this report for Council's consideration;

- 2023 SEDP showing areas that have been modified
- 2024 Action Items
- 2026 Proposed Revised SEDP
- 2026 Proposed Action Items

### **OPTIONS/ALTERNATIVES**

1. Accept the updated SEDP and accompanying updated Action Items for implementation
2. Revise the updated SEDP and/or accompanying updated Action Items as Council sees fit
3. Refer the updated SEDP and accompanying updated Action Items to the Standing Committee for Business Liaison for discussion and edits at the committee's next quarterly meeting
4. Any other option that Council deems appropriate.

### **FINANCIAL IMPLICATIONS**

There are financial implications associated with select Economic Development initiatives. Implications below are approximations depending on scope and project direction and include associated Action Plan item (in brackets)

- Co-working Space (1.1.1) – scope/design - \$40,000
- Marketing Campaign (1.2.1, 1.3.1, 1.3.2) – Remote worker attraction, Tourism, Outdoor Recreation - \$5,000
- Trail Network Plan and Rehabilitation (1.3.3) – Plan \$15,000 – Rehabilitation TBD based on plan outcomes
- Tourism Infrastructure Development Partnership (2.1.2) - \$10,000
- Grant Writing – Joint Grant Applications for Employment Training (2.2.2)- \$3,000
- Community and Tourism Assets Plan (3.2.1) – Plan \$25,000 (to be used to seek grant funding)

TOTAL POSSIBLE FINANCIAL IMPLICATION: \$98,000

### **STRATEGIC PRIORITY:**

2025 Strategic Priority

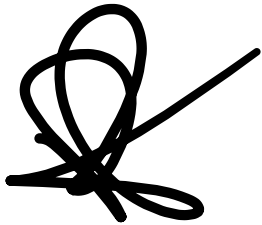
Economic Vibrancy

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

**RECOMMENDATION:**

Option 1 Accept the SEDP and accompanying Action Items for implementation

Respectfully submitted:



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Paige Sawyer, EDC

Approved for Council's consideration



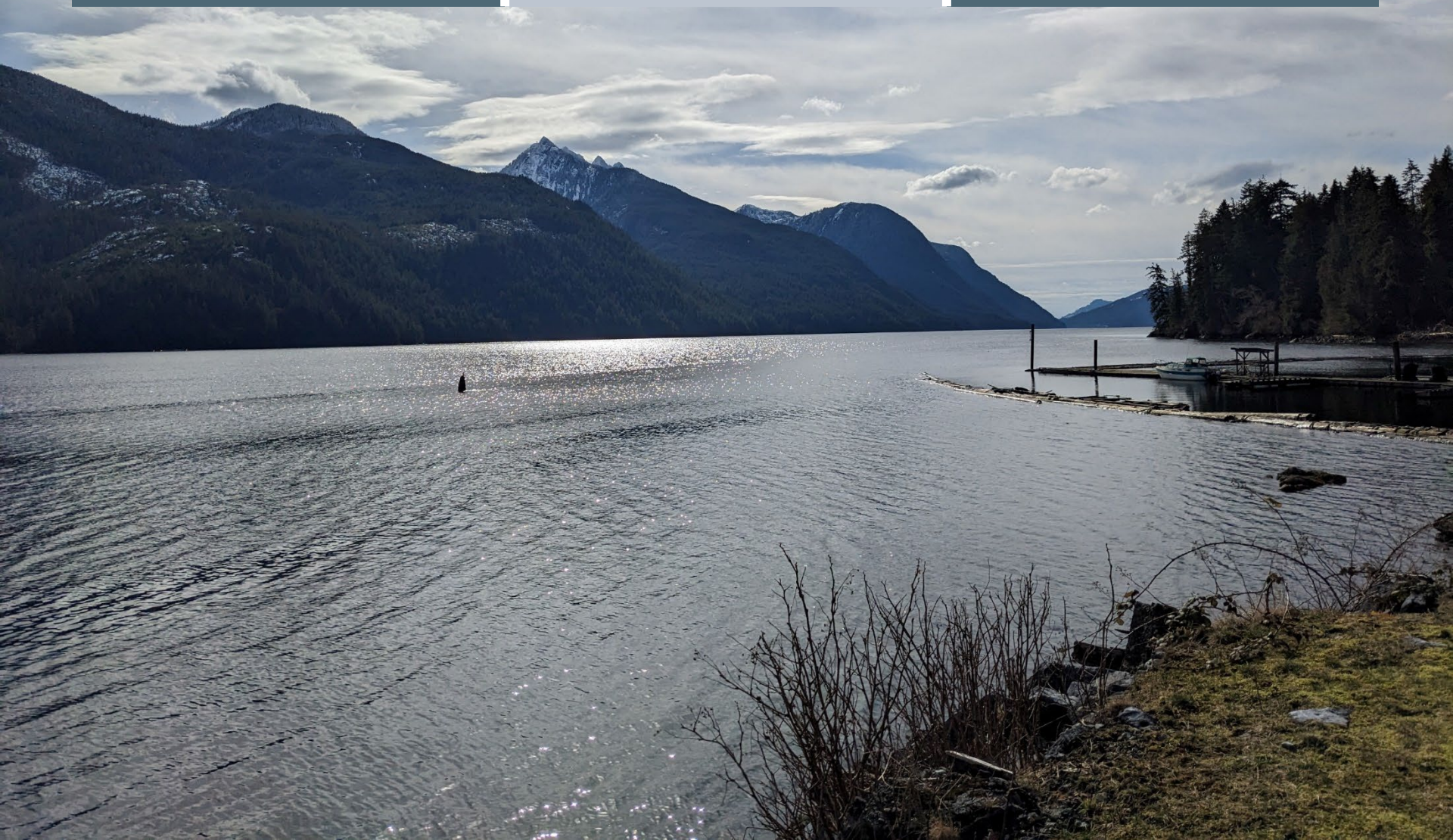
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Mark Tatchell, CAO

**Strategic Economic  
Development Plan**

**VILLAGE OF  
TAHSIS**

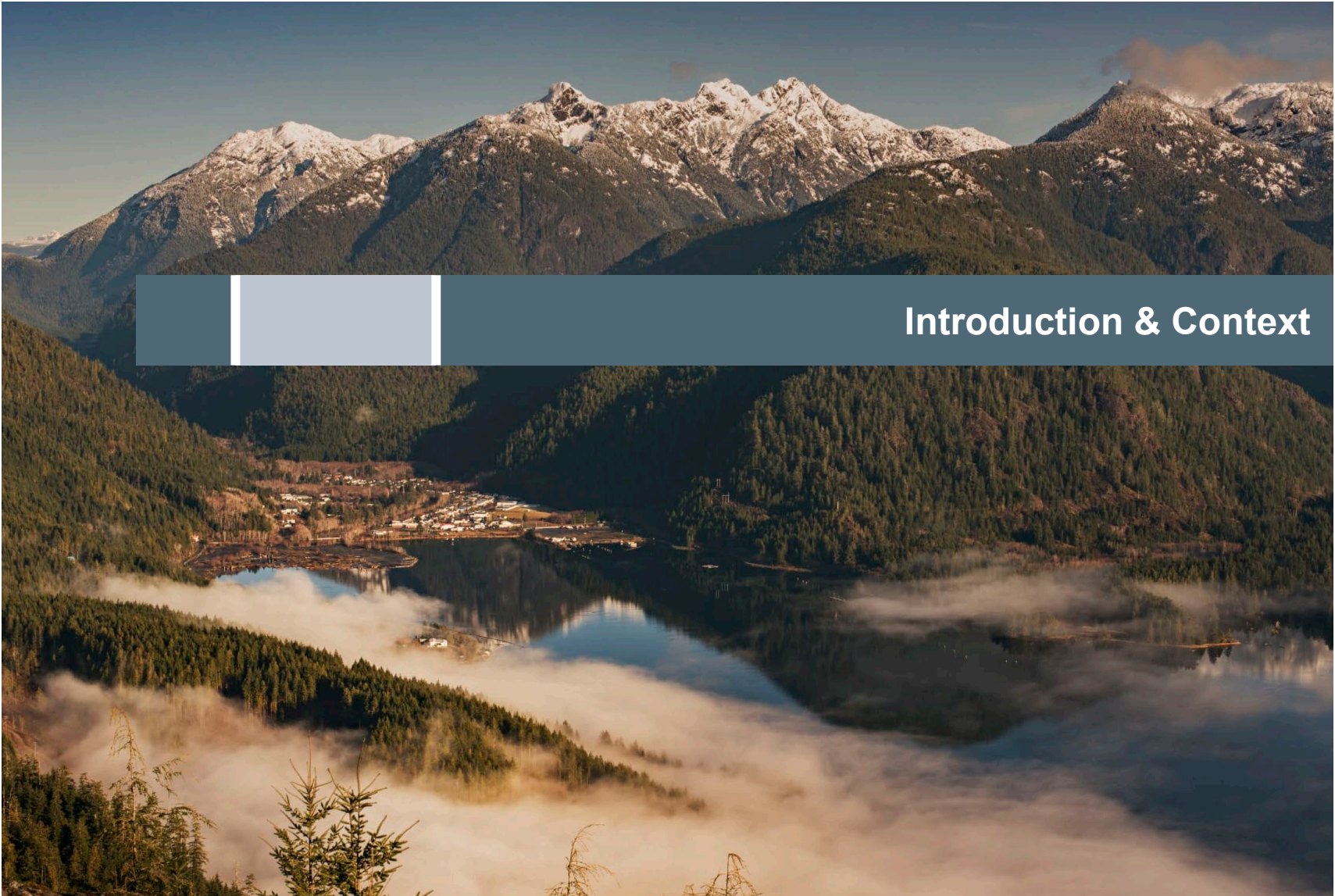
**Final  
August 2023**



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**Introduction & Context**

# Introduction

The Village of Tahsis (Tahsis) is a small community with a big vision.

Tahsis is located within the traditional territory of the Mowachaht/Muchalaht First Nation, and our region has been home to First Nations peoples for over 4,200 years. The word Tahsis means 'path', indicating our historic role as a trade route across the island.

At its peak, Tahsis was a bustling community of 2,500, built on a booming local forestry industry around two mills located in the Nootka Sound/Esperanza region. In 2023, that population stands at 400, and the economic sustainability of the community faces pressures from an aging population, neglected infrastructure (particularly housing and core infrastructure) and opportunities for local employment.

We have many reasons to be optimistic about our future:

- Our population grew by 100 during the Covid-19 pandemic, one of the fastest rates in BC, as remote working became normal
- Our village is a destination of choice for many seeking a healthier lifestyle or to live out their retirement years
- Our fishing is world class and with our breathtaking natural environment draws a reliable stream of visitors all year
- Our internet will be the same high speed as downtown Vancouver from 2024 through the Connected Coast project
- Our ambitious program of adding and replacing key service infrastructure proactively means we have recently invested in upgrades to water supply, sewage works, flood protection, docks and wharves, and emergency services, among others

This document sets out a 10-year Strategic Economic Development Plan that has the potential to both provide a sustainable and progressive long-term community for future generations and transform our economy.

It is a bold vision, but one that we are committed to delivering to ensure a bright future for the place we are fortunate to call our home.

*"Tahsis is a healthy, thriving community that showcases its spectacular natural environment, recreation opportunities, and indigenous culture, where residents have pride in their community, access to safe, affordable housing, reliable health care, nutritious food, and facilities and services that support all stages of life."*

***Tahsis Vision Statement: Official Community Plan 2019***

# Strategic Framework



# Strategic Framework

## Context

Economic development for Tahsis involves several initiatives linked by a focused strategy for immediate implementation accompanied by medium- and long-term objectives and actions.

Our strategy is based on the following three strategic priorities:

1. Bringing in people and investment.
2. Creating employment opportunities.
3. Developing critical infrastructure.

Our plan cannot be developed in a silo. We are a small community and are reliant on the support of our wider stakeholders to help us achieve our vision. We are committed to embracing a creative and flexible mindset to help us achieve this plan and our goals.

## Purpose

The purpose of this Strategic Economic Development Plan is to set out a coherent strategy for developing the village that can be enacted over time by the Council and community.

The document is written both for our existing and future community, as well as other stakeholders with an interest in our economy, including the Mowachaht/Muchalaht First Nation, whose traditional, ancestral, and unceded territory we gratefully call home.

It sets out a vision for the future, the things that we value and that inform that vision, and a structured planning approach that derives a series of actions that we will undertake to achieve our vision.

# Strategic Framework At-A-Glance

## Mission

Why we exist. This is our purpose.

## Vision

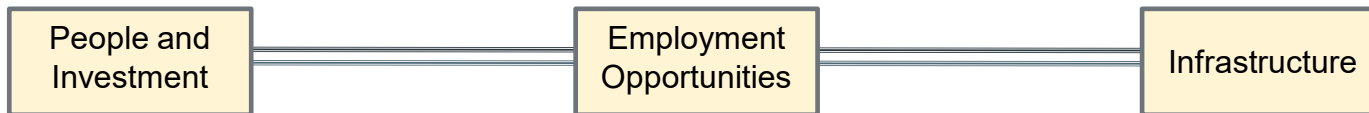
What we want to create for our future.

*Our Values* – How we will work towards our Mission & Vision

*Our Audience* - Who this plan is for

## Strategic priorities

These are the top and high-level priorities that can help us realize our vision and deliver our mission.



## Strategic goals

These are the goals that will support the strategic priorities and set the framework for delivery of specific activities and actions.

## Activities and actions

Activities and actions that directly support the achievement of the strategic priorities and goals, with measurable and achievable outcomes.

## Mission

We exist to serve the residents of Tahsis and preserve our beautiful way of life, ensuring that the needs of our community can continue to be met and evolve sustainably for future generations.

## Vision

Our vision is to create a vibrant, self-sustaining economy, which can continue to provide the very best lifestyle both to our current population and future residents.

## Guiding Values

Our Values will guide us in the application of our Mission and Vision:

*Commitment:* We are committed to each other and collectively protecting the culture, economic development, and best interests of all the residents of Tahsis.

*Accountability:* We do what we say we are going to do and will be accountable for the results.

*Advocacy:* We will advocate hard on behalf of our community with respect to funding and services owed to us by the Provincial and Federal Governments.

*Communication:* We will transparently report progress to our community twice a year or more where necessary.

*Funding:* We will both fund and share opportunity in a fair and transparent way.

*Partnerships:* We will be creative in establishing strategic partnerships with our stakeholders to help us enact this plan in the interests of Tahsis residents.

## Our Audience: 4 groups interested in the success of this plan

### 1. Those primarily responsible for the success of this framework and driving the strategic priorities to achieve the vision

- Village of Tahsis Council

### 2. Those who will benefit from the outcomes of this framework

- The village of Tahsis
- All current and future members of our community
- Visitors to our village
- The communities of Gold River and Zeballos, their leadership and all community members, present and future
- All business and employers in the region
- The communities of Mowachaht/Muchalaht First Nation (MMFN) and Ehattesaht/Chinehkint First Nation, their leadership and all members, present and future
- Current and future residents of the wider region
- All natural ecosystems in the region and everything that lives in them

### 3. Those who need to interact with this framework and in productive and beneficial relationships with us

- Provincial Government of British Columbia, including:
  - BC Ministry of Finance
  - BC Ministry of Forests
  - BC Ministry of Transportation and Infrastructure
  - BC Ministry of Jobs, Economic Development and Innovation
- Federal Government of Canada
- Western Forest Products (WFP)
- Any other large, medium and small businesses with operations in our community and wider region
- The community of MMFN

### 4. Those who will be responsible for paying for the delivery of this plan

- Province of British Columbia and associated Ministries
- The Federal Government of Canada
- Grant funding bodies such as ICET (Island Coastal Economic Trust)
- Strategic partners looking to making investments in our community
- Local business partners
- Community taxation (through property taxes of local businesses and residents)



**Our BIG Vision**

Our BIG Vision

**New housing**

**Forestry economy**

Hub for remote working

**Become a 'destination'**

**Tourism infrastructure**

**Paved Head Bay Road**

**Recreational economy**

**Strategic partnerships**



**Increased population**

**Employment opportunities**

**Investment**

**Infrastructure**

**Sustainable economy**



**Strategic Direction 2023-2033**

# Strategic Economic Priorities



Our three Strategic Economic Priorities reflect the needs of the community we serve and consider the audience described above.

The circle of priorities reflects that each of these pillars are key to the success of the whole. One pillar alone will not be sufficient to rejuvenate the village economy.

The Strategic Priorities are set out over the following pages, along with the associated goals and actions needed to deliver the priorities.

# Strategic Industries

## Forestry



- Community forest
- Regional partnerships

## Aquaculture



- Shellfish production tenure
- Tangential infrastructure

## Tourism



- Partner with MMFN
- Develop tourism assets

## Real Estate



- Filming location
- Tourist to resident

## IT



- Online IT Strategy
- Regional partnerships

The Official Community Plan identifies policy directions relating to specific strategic industries which are core to our broader long-term vision.

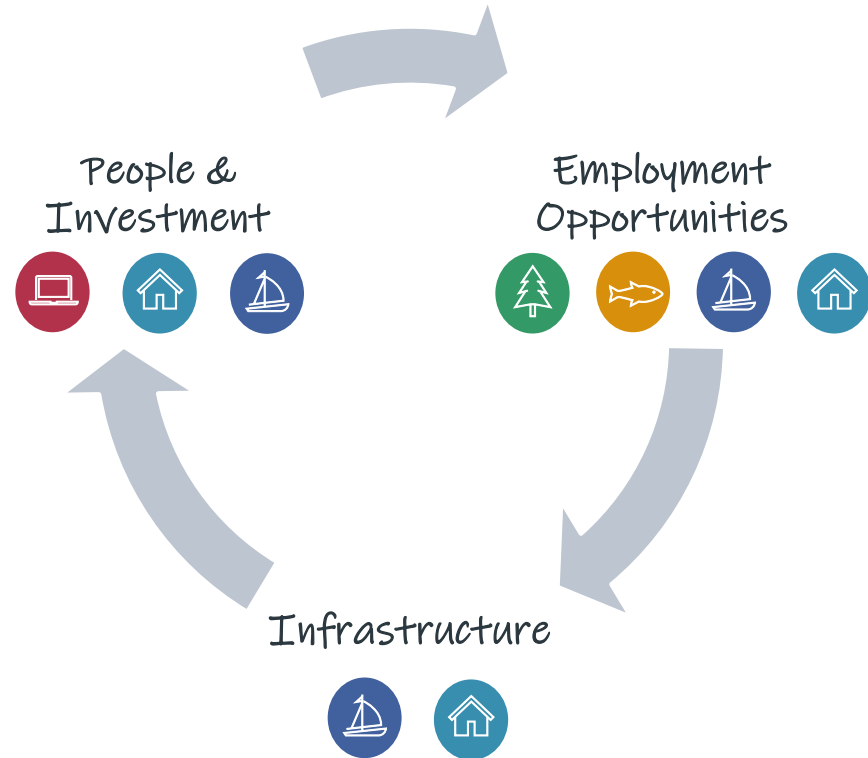
These industries are all important to the economic development plan as they represent the mechanisms through which the Strategic Economic Priorities will be delivered.

The color-coded icons are included next to the goals and actions set out over the following pages to show how these relate to the strategic industries listed here.

# Circle of Development

The three Strategic Priorities or 'pillars' of this plan link to the Strategic Industries as illustrated here.

It is important to recognize that the process of development is circular, with improvements in each pillar creating demand for the others.



## Strategic Priority #1: People & Investment

### People & Investment means:

Bringing in new people and investment to the village to provide critical mass in the community, both to support existing local businesses and provide a catalyst to organic future economic growth.

### Strategic Goals

The following strategic goals will help us deliver this strategic direction:

1. Create a business/co-working hub to support a sub-community of remote workers, both existing and future
2. Establish a municipal social enterprise entity through which to promote economic development and provide opportunity for strategic partnerships
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



## Strategic Priority #2: Employment Opportunities

### Employment Opportunities means:

Creating new opportunities for employment for existing residents and to encourage in new members to the community which is needed to support the existing economy and aging population.

### Strategic Goals

The following strategic goals will help us deliver this strategic direction:

1. Support investments in critical assets such as tourism infrastructure which will create both seasonal and year-round work
2. Active consideration of how existing assets can be used, with community support, to develop local businesses or increase community revenues
3. Implement Community Forest and Aquaculture strategies to create jobs in community and with local partners, MMFN and Gold River

## Strategic Priority #3: Infrastructure

### Infrastructure means:

Investing in critical infrastructure both within the community and to allow connectivity to the rest of Vancouver Island, which is considered fundamental to being able to achieve the other strategic priorities.

### Strategic Goals

The following strategic goals will help us deliver this strategic direction:

1. Paving of Head Bay Road, connecting Tahsis to the rest of Vancouver Island
2. Investment in key strategic assets that will make Tahsis a 'destination'
3. Investment in additional housing options that will make Tahsis attractive to new residents



Implementation Risks, Governance & Reporting

# Implementation Risks

Risk	What's the issue?	Mitigation
Capacity and capability to run the economic development program	If we don't dedicate enough time to actioning the plan, no change will happen	We may need to invest in additional resources, either internally or through external advice, to provide the required bandwidth
Limited financial resources	<p>With limited financial resources available, there is always a tradeoff in terms of how many projects we can support</p> <p>Economic development is important because it increases our ability to source new income to sustain our economy and meet future resource needs</p>	<p>We will source as many new funds through grant processes as possible as well as maximize our use of existing grant funds where there are mutual benefits (e.g. recreation center upgrades)</p> <p>Our plan includes thinking creatively about the strategic partnerships that will serve us and bring in external investment</p>
Lack of coordinated effort between regional strategic parties	Scattered approaches across neighboring communities is likely to be less effective than a coordinated effort in terms of pooling resource, energy and putting pressure on government	Working with our regional partners will be a core component of our governance strategy for actioning the plan, and collective meetings are already ongoing to identify areas of common interest

## Governance

We are committed to implementing this Strategic Economic Development Plan, which will be used and updated as a living document, and formally reviewed annually by the Council.

We will take the following steps to ensure this commitment can be met:

## Capacity

1. Action: Undertake to bring in specific economic development capacity to support implementation.
2. Action: Apply to applicable grant funding programs to source additional funds for capacity development.

## Strategic partnerships

1. Action: Working with Mowachaht /Muchalaht First Nation and Gold River (in the first instance) to form a regional economic development committee once the strategies of all three have been defined and articulated
2. Action: Identify partnership opportunities with Gold River and Mowachaht/Muchalaht First Nation for specific projects and apply for joint grant funding resources.

## Detailed planning

1. Action: Develop a detailed plan setting out the actions required to deliver the Strategic Goals set out in this document over the course of the next few months.
2. Action: Provide updates on the detailed action plan, including any updates for new actions, every six months.

## Reporting

Progress on the implementation of this plan will be reported to residents every six months at townhall meetings. In addition, each annual report will include a more formal and measured update on progress.



### **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
<b>Strategic Priority #1: People and Investment</b>					
<b>Goal #1:</b> 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.
<b>Goal #2:</b> 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
<b>Strategic Priority #1: People and Investment (continued)</b>					
<b>Goal #2: (continued)</b> 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.
<b>Goal #3:</b> 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
<b>Strategic Priority #2: Employment Opportunities</b>					
<b>Goal #1:</b> 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.
<b>Goal #2:</b> 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
<b>Strategic Priority #2: Employment Opportunities (continued)</b>					
<b>Goal #3:</b> 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.
<b>Strategic Priority #3: Infrastructure</b>					
<b>Goal #1:</b> 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
<b>Strategic Priority #3: Infrastructure (continued)</b>					
<b>Goal #2:</b> 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.
<b>Goal #3:</b> 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
<b>Strategic Priority #3: Infrastructure (continued)</b>					
<b>Goal #3: (continued)</b> 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.**

**Strategic Economic  
Development Plan**

**VILLAGE OF  
TAHSIS**

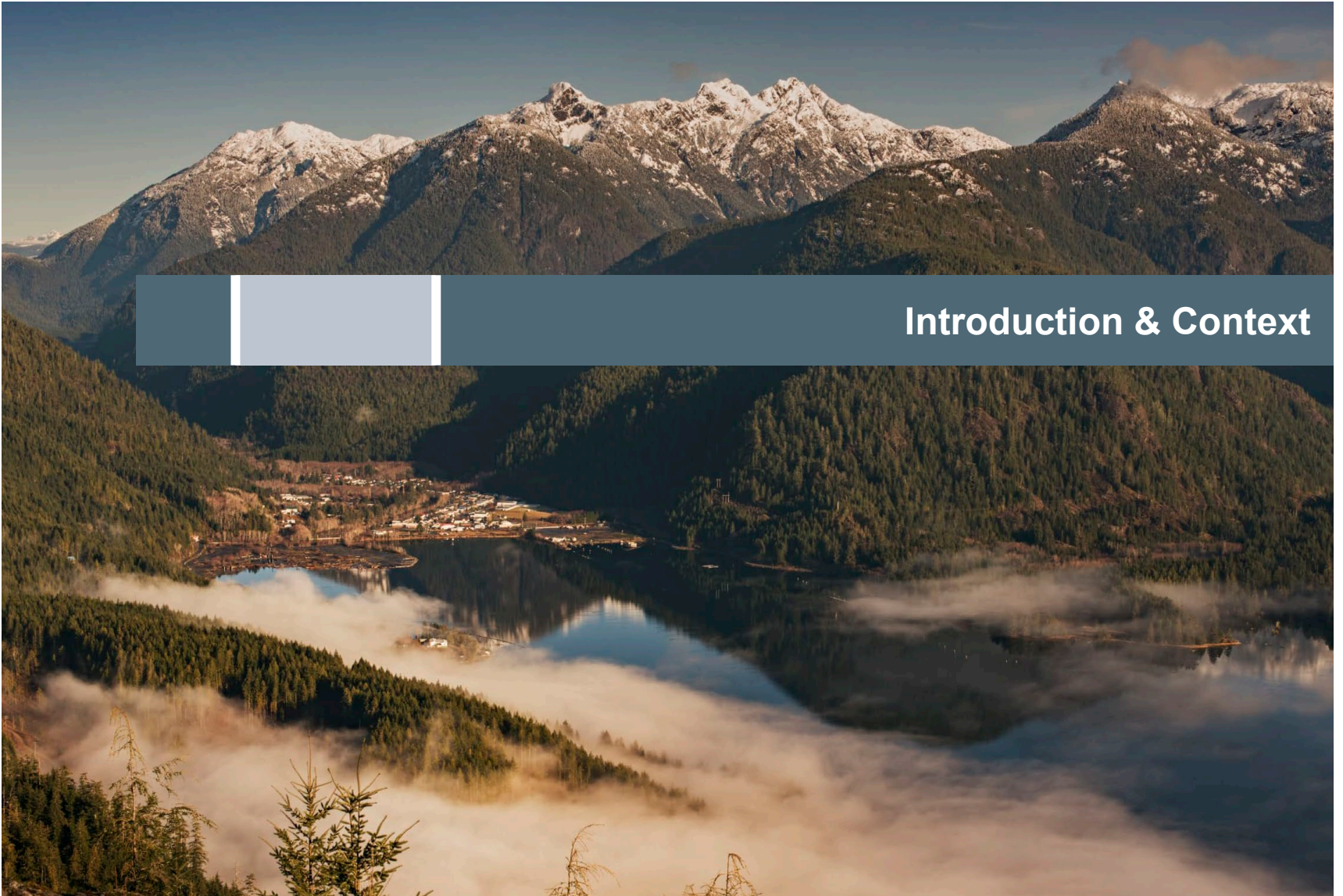
**REVISION  
January  
2026**



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## Introduction & Context

# Introduction

The Village of Tahsis (Tahsis) is a small community with a big vision.

Tahsis is located within the traditional territory of the Mowachaht/Muchalaht First Nation, and our region has been home to First Nations peoples for over 4,200 years. The word Tahsis means 'path', indicating our historic role as a trade route across the island.

At its peak, Tahsis was a bustling community of 2,500, built on a booming local forestry industry around two mills located in the Nootka Sound/Esperanza region. As of 2025, that population stands at 400, and the economic sustainability of the community faces pressures from an aging population, aging infrastructure (particularly housing and core infrastructure) and opportunities for local employment.

We have many reasons to be optimistic about our future:

- Our population grew by 100 during the Covid-19 pandemic, one of the fastest rates in BC, as remote working became widely accepted and instituted.
- Our village is a destination of choice for many seeking a healthier lifestyle or to live out their retirement years
- Our extensive outdoor recreation assets continue to drive steady year-over-year growth in visitation.
- Our internet will be the same high speed as downtown Vancouver from 2026 through the Connected Coast project
- Our ambitious program of adding and replacing key service infrastructure proactively means we have recently invested in upgrades to water supply, sewage works, flood protection, docks and wharves, and emergency services, among others

The Strategic Economic Development Plan ("the Plan") was approved by Council in 2023. This 2026 document updates the Plan with new priorities and input garnered through extensive community consultation and engagement. The Plan has the potential to lead to a sustainable and progressive community for generations to come by transforming the economy.

It is a bold vision, but one that we are committed to delivering to ensure a bright future for the place we are fortunate to call our home.

*"Tahsis is a healthy, thriving community that showcases its spectacular natural environment, recreation opportunities and indigenous culture, where residents have pride in their community, access to safe, affordable housing, reliable health care, nutritious food and facilities and services that support all stages of life"*

*Tahsis Official Community Plan (2020), Vision Statement*

# Strategic Framework



# Strategic Framework

## Context

Economic development for Tahsis involves several initiatives linked by a focused strategy for immediate implementation accompanied by medium- and long-term objectives and actions.

Our strategy is based on the following three strategic priorities:

1. Bringing in people and investment.
2. Creating employment opportunities.
3. Developing critical infrastructure.

Our plan cannot be developed in a silo. We are a small community and are reliant on the support of our wider stakeholders to help us achieve our vision. We are committed to embracing a creative and flexible mindset to help us achieve this plan and our goals.

## Purpose

The purpose of this Strategic Economic Development Plan is to set out a coherent strategy for developing the village that can be enacted over time by the Council and community.

The document is written both for our existing and future community, as well as other stakeholders with an interest in our economy, including the Mowachaht/Muchalaht First Nation, whose traditional, ancestral, and unceded territory we gratefully call home.

It sets out a vision for the future, the things that we value and that inform that vision, and a structured planning approach that derives a series of actions that we will undertake to achieve our vision.

# Strategic Framework At-A-Glance

## Mission

Why we exist. This is our purpose.

## Vision

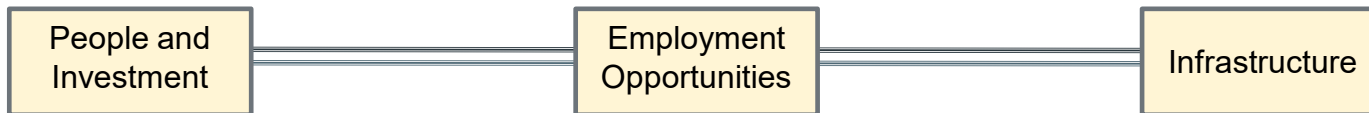
What we want to create for our future.

*Our Values* – How we will work towards our Mission & Vision

*Our Audience* - Who this plan is for

## Strategic priorities

These are the top and high-level priorities that can help us realize our vision and deliver our mission.



## Strategic goals

These are the goals that will support the strategic priorities and set the framework for delivery of specific activities and actions.

## Activities and actions

Activities and actions that directly support the achievement of the strategic priorities and goals, with measurable and achievable outcomes.

## Mission

We exist to serve the residents of Tahsis and preserve our beautiful way of life, ensuring that the needs of our community can continue to be met and evolve sustainably for future generations.

## Vision

Our vision is to create a vibrant, self-sustaining economy, which can continue to provide the very best lifestyle both to our current population and future residents.

## Guiding Values

Our Values will guide us in the application of our Mission and Vision:

*Commitment:* We are committed to each other and collectively protecting the culture, economic development, and best interests of all the residents of Tahsis.

*Accountability:* We do what we say we are going to do and will be accountable for the results.

*Advocacy:* We will advocate hard on behalf of our community with respect to funding and services owed to us by the Provincial and Federal Governments.

*Communication:* We will transparently report progress to our community twice a year or more where necessary.

*Funding:* We will both fund and share opportunity in a fair and transparent way.

*Partnerships:* We will be creative in establishing strategic partnerships with our stakeholders to help us enact this plan in the interests of Tahsis residents.

*Our Audience: 4 groups interested in the success of this plan*

<b>1. Those primarily responsible for the success of this framework and driving the strategic priorities to achieve the vision</b>	
<ul style="list-style-type: none"> <li>Village of Tahsis Council</li> </ul>	
<b>2. Those who will benefit from the outcomes of this framework</b>	
<ul style="list-style-type: none"> <li>The Village of Tahsis</li> <li>All current and future members of our community</li> <li>Visitors to our village</li> <li>The Village of Gold River, their leadership and all community members, present and future</li> <li>All business and employers in the region</li> </ul>	<ul style="list-style-type: none"> <li>The Mowachaht/Muchalaht First Nation (MMFN) and their leadership and all members, present and future</li> <li>Current and future residents of the wider region</li> <li>All natural ecosystems in the region and everything that lives in them</li> </ul>
<b>3. Those who need to interact with this framework and in productive and beneficial relationships with us</b>	
<ul style="list-style-type: none"> <li>Provincial Government of British Columbia, including:                             <ul style="list-style-type: none"> <li>BC Ministry of Finance</li> <li>BC Ministry of Forests</li> <li>BC Ministry of Transportation and Transit</li> <li>BC Ministry of Jobs and Economic Growth</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Federal Government of Canada</li> <li>Western Forest Products (WFP)</li> <li>Any other large, medium and small businesses with operations in our community and wider region</li> <li>The community of MMFN</li> <li>Surrounding municipalities and districts (Gold River, SRD)</li> </ul>
<b>4. Those who will be responsible for paying for the delivery of this plan</b>	
<ul style="list-style-type: none"> <li>Province of British Columbia and associated Ministries</li> <li>The Federal Government of Canada</li> <li>Grant funding bodies such as ICET (Island Coastal Economic Trust)</li> </ul>	<ul style="list-style-type: none"> <li>Strategic partners looking to making investments in our community</li> <li>Local business partners</li> <li>Community taxation (through property taxes of local businesses and residents)</li> </ul>



**Our BIG Vision**

Our BIG Vision

Hub for remote working      Core infrastructure

**Become a 'destination'**

Tourism & Marketing

Head Bay Road

Outdoor Recreation

Beautification

Strategic partnerships



Increased population  
Employment opportunities  
Investment  
Infrastructure  
Sustainable economy



**Strategic Direction 2023-2033**

# Strategic Economic Priorities



Our three Strategic Economic Priorities reflect the needs of the community we serve and consider the audience described above.

The circle of priorities reflects that each of these pillars are key to the success of the whole. One pillar alone will not be sufficient to rejuvenate the village economy.

The Strategic Priorities are set out over the following pages, along with the associated goals and actions needed to deliver the priorities.

# Strategic Focus

## Outdoor Recreation

Natural amenity infrastructure  
Regional Partnerships



## Municipal Infrastructure

Aging Infrastructure  
Recreation Centre



## Tourism

Marketing  
Regional Partnerships



## Resident Attraction

Tourist to resident  
Build tax base



## Connectivity

Connected Coast  
Hub for Remote Workers



The Economic Development Plan adopted in 2023 reflected community priorities at the time, with a focus on forestry, aquaculture, tourism, real estate, and information technology as primary drivers of local growth. These sectors were identified based on market conditions, regional strengths, and anticipated investment and employment opportunities. Over the past five years, changing economic conditions, demographics, and community expectations have prompted a review to ensure the Plan remains relevant and effective.

In 2025, community engagement revealed a shift toward greater emphasis on quality of life and foundational community assets as key drivers of long-term economic resilience. Residents highlighted the importance of outdoor recreation, municipal infrastructure, housing availability, and community connection in supporting sustainable growth. As a result, the updated Plan adopts a more place-based approach, recognizing connectivity and recreation as catalysts for attracting residents and businesses, and positioning housing and municipal assets as essential to long-term prosperity and community wellbeing.

# Strategic Priority #1: People & Investment

## People & Investment means:

Bringing in new people and investment to the village to provide critical mass in the community, both to support existing local businesses and provide a catalyst to organic future economic growth.

## Strategic Goals

The following strategic goals will help us deliver this strategic direction:

1. Leverage high-speed internet enabled through the Connected Coast project to position and market the community as a viable location for remote workers.
2. Attract and retain new residents, entrepreneurs, and investors by promoting Tahsis as a livable, connected, and opportunity-rich community that supports business growth, infrastructure investment and a safe and healthy community.
3. Strengthen Tahsis's profile as a prime tourism destination on the West Coast of Vancouver Island by strengthening strategic partnerships, outdoor recreation opportunities, and unique visitor experiences



## Strategic Priority #2: Employment Opportunities

### Employment Opportunities means:

Creating new opportunities for employment for existing residents and to encourage in new members to the community which is needed to support the existing economy and aging population.

### Strategic Goals

The following strategic goals will help us deliver this strategic direction:

1. Support investments in critical assets such as tourism infrastructure which will create both seasonal and year-round work
2. Active consideration of partnership opportunities to expand upon training and grant opportunities.
3. Increase sustainable employment opportunities for residents by strengthening workforce capacity, attracting new workers, and supporting businesses that drive long-term economic stability.

## Strategic Priority #3: Infrastructure

### Infrastructure means:

Investing in critical infrastructure both within the community and to allow connectivity to the rest of Vancouver Island, which is considered fundamental to being able to achieve the other strategic priorities.

### Strategic Goals

The following strategic goals will help us deliver this strategic direction:

1. Improvements to Head Bay Road maintenance and further chip sealing, connecting Tahsis to the rest of Vancouver Island
2. Investment in key strategic assets that will make Tahsis a 'destination'
3. Investment in key municipal infrastructure to improve quality of life for both residents and visitors.



Implementation Risks, Governance & Reporting

# Implementation Risks

Risk	What's the issue?	Mitigation
Capacity and capability to run the economic development program	If we don't dedicate enough time to actioning the plan, no change will happen	We may need to invest in additional resources, either internally or through external advice, to provide the required bandwidth
Limited financial resources	<p>With limited financial resources available, there is always a tradeoff in terms of how many projects we can support</p> <p>Economic development is important because it increases our ability to source new income to sustain our economy and meet future resource needs</p>	<p>We will source as many new funds through grant processes as possible as well as maximize our use of existing grant funds where there are mutual benefits (e.g. recreation center upgrades)</p> <p>Our plan includes thinking creatively about the strategic partnerships that will serve us and bring in external investment</p>
Lack of coordinated effort between regional strategic parties	Scattered approaches across neighboring communities is likely to be less effective than a coordinated effort in terms of pooling resource, energy and putting pressure on government	Working with our regional partners will be a core component of our governance strategy for actioning the plan, and collective meetings are already ongoing to identify areas of common interest

RISK	What's the issue?	Mitigation
The program is ineffectual	Economic development is influenced by a multitude of factors, most of which are beyond the influence of local governments, e.g., interest rates, provincial and federal and regulations.	By focusing on the fundamental areas of importance to private investors - core infrastructure and community health and safety - local investment climate is improved.

## Governance

We are committed to implementing this Strategic Economic Development Plan, which will be used and updated as a living document, and formally reviewed annually by the Council.

We will take the following steps to ensure this commitment can be met:

## Capacity

1. Action: Where feasible, increase economic development capacity through the budget process or available grant funding to enable the implementation of this plan.
2. Action: Prioritize and phase implementation actions based on available capacity, focusing on high-impact and achievable initiatives in the short term.

## Strategic partnerships

1. Action: Continue work with Mowachaht /Muchalaht First Nation and Gold River on aligned economic development priorities through the Nootka Economic Development Forum.
2. Action: Collaborate with local non-profit organizations to enhance shared capacity, with a focus on economic development and skills training initiatives.

## Detailed planning

1. Action: Develop a detailed plan setting out the actions required to deliver the Strategic Goals set out in this document over the course of the next few months.
2. Action: Provide updates on the detailed action plan, including any updates for new actions, every six months.

## Reporting

Progress on the implementation of this plan will be reported to residents every six months. In addition, an annual report will be provided to Council including actions to date and progress made on plan development and implementation.



## **Village of Tahsis – Action Plan for the 2026 Revised 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 recent acquisition of the former Maquinna Hotel presents opportunities to create local employment and enhance community vibrancy, supported by planned infrastructure such as a dock with moorage.
- The Community Dock and Boat Launch project is underway, further strengthening local marine and recreational infrastructure.
- The newly renovated Information Centre and Museum will contribute to an improved and more engaging visitor experience.
- Continued investment in trail infrastructure, led by both the municipality and the Mowachaht/Muchalaht First Nation, will further support economic growth through tourism.

Further development initiatives are currently in the planning stages by the Mowachaht/Muchalaht First Nation, specifically related to IR11 and IR9. The Village of Tahsis supports these initiatives and the associated economic activity, which will benefit residents, visitors, business owners, and community stakeholders.

The Action Plan is set out in detail below:

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
<b>Strategic Priority #1: People and Investment</b>					
<p><b>Goal #1:</b> Leverage high-speed internet enabled through the Connected Coast project to position and market the community as a viable location for remote workers.</p> <p><i>Note: This initiative is dependent on improved connectivity through Connected Coast or other available services (e.g., Starlink).</i></p>	1.1.1	Scope and design a co-working space within the Recreation Centre.	Economic Development	06/01/26	Co-working space identified, budgeted and approved.
<p><b>Goal #2:</b> Attract and retain new residents, entrepreneurs, and investors by promoting Tahsis as a livable, connected, and opportunity-rich community that supports business growth, infrastructure investment and a safe and healthy community.</p>	1.2.1	Use social media and the Village of Tahsis website to market the region as a “work-from-home” friendly community.	Economic Development	06/01/26	Campaign launched. Information available and visible on Village of Tahsis website.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
<b>Strategic Priority #1: People and Investment (continued)</b>					
<b>Goal #3:</b> Strengthen Tahsis's profile as a prime tourism destination on the West Coast of Vancouver Island by strengthening strategic partnerships, outdoor recreation opportunities, and unique visitor experiences.	1.3.1	Continue marketing Tahsis through social media to key demographics likely to visit the region	Economic Development	Ongoing	Consistent use of social media to promote Tahsis to priority visitor audiences.
	1.3.2	Build partnerships with neighbouring communities, regional districts, First Nations, and Destination Marketing Organizations to expand regional marketing.	Economic Development	Ongoing	Development of working relationships with regional and destination marketing partners to support coordinated promotion.
	1.3.3	Develop a trail network improvement plan to guide volunteer efforts, grant applications, and future funding through the budget or Economic Development Reserve Fund.	Economic Development CAO Council	12/31/26	Preparation of a draft trail network improvement plan for internal planning and funding purposes.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
<b>Strategic Priority #2: Employment Opportunities</b>					
<b>Goal #1:</b> Support investments in critical assets such as tourism infrastructure which will create both seasonal and year-round work.	2.1.1	Identify and prioritize tourism infrastructure projects with strong job-creation potential and actively pursue external funding to support their development.	Economic Development CAO Council	08/01/26	Identification and documentation of priority tourism infrastructure projects with job-creation potential.
	2.1.2	Partner with First Nations, regional organizations, and tourism operators to develop tourism infrastructure and support local jobs.	Economic Development CAO Council	Ongoing	Formal partnership agreements in place and documented progress on at least one joint tourism infrastructure project.
<b>Goal #2:</b> Active consideration of partnership opportunities to expand upon training and grant opportunities.	2.2.1	Partner with local non-profits and training organizations to deliver workforce and skills development programs.	Economic Development	06/30/26	Partnerships established, workforce and skills development opportunities identified.
	2.2.2	Pursue joint grant applications with regional and community partners to expand access to training and employment funding.	Paige Sawyer	01/31/27	Completion of formal partnerships and submission of a minimum of one collaborative grant application per year to support training and employment initiatives.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
<b>Strategic Priority #2: Employment Opportunities (continued)</b>					
<b>Goal #3:</b> Increase sustainable employment opportunities for residents by strengthening workforce capacity, attracting new workers, and supporting businesses that drive long-term economic stability.	2.3.1	Create a workforce hub on the Village website to promote employment	EDO Staff	05/01/26	Employment posting section added to VoT Website - managed by business community.
	2.3.2	Implement a business retention and expansion program to support local employers and job creation.	EDO CAO	01/31/27	Annual engagement with the majority of local employers and reporting on identified business and workforce needs.
<b>Strategic Priority #3: Infrastructure</b>					
<b>Goal #1:</b> Improvements to Head Bay Road maintenance and further chip sealing, connecting Tahsis to the rest of Vancouver Island	3.1.1	Continue to work with provincial agencies, industry partners, regional communities, First Nations and regional stakeholders to advocate for sustained funding and coordinated maintenance of Head Bay Road.	Council Mayor CAO	10/31/26	At least two coordinated advocacy meetings or submissions annually, reported to Council.
	3.1.2	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.	Mayor Council CAO	05/01/26	Establishment of a formal Head Bay Road advocacy coalition with defined membership, regular meetings, and documented submissions to the Province..

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
<b>Strategic Priority #3: Infrastructure (continued)</b>					
<b>Goal #2:</b> Investment in key strategic assets that will make Tahsis a 'destination'.	3.2.1	Identify and prioritize key community and tourism assets for enhancement and pursue external funding to support their improvement and long-term sustainability..	CAO Economic Development	04/01/27	Development of shovel-ready project plans for a minimum of three priority assets, including cost estimates and funding strategies.
	3.2.2	Leverage municipal and community assets to support tourism growth and broader economic development opportunities.	CAO Economic Development	10/01/26	Measurable increase in visitor usage or revenue generated from municipal and community assets within three years.
<b>Goal #3:</b> Investment in key municipal infrastructure to improve quality of life for both residents and visitors	3.3.1	Identify and prioritize municipal infrastructure upgrades that improve accessibility, safety, and user experience for residents and visitors, and pursue external funding to support their implementation.	CAO Public Works Council	06/01/27	Adoption of an infrastructure upgrade priority list and annual reporting on progress toward implementation.

Strategic Priority/Goal	#	Action	Responsible Officer	By When	Measurement
<b>Strategic Priority #3: Infrastructure (continued)</b>					
<b>Goal #3: (continued)</b> Investment in key municipal infrastructure to improve quality of life for both residents and visitors	3.3.2	Develop and maintain a multi-year capital renewal plan for priority community facilities and public spaces to guide investment, maintenance, and long-term sustainability	CAO  Council	06/01/27	Adoption of a Council-approved multi-year capital renewal plan and annual updates reflecting completed and planned infrastructure investments.

**Note: In total 17 actions identified.**

From: Mike Mountan

Sent: Monday, February 2, 2026 3:17 PM

To: Mark Tatchell <MTatchell@villageoftahsis.com>

Cc: Sarah Fowler <SFowler@villageoftahsis.com>; cnorth@tahsisoftahsis.com; Brenda Lenahan

<BLenahan@villageoftahsis.com>; Ryan Moore <RMoore@villageoftahsis.com>; Mayor Davis

<Mayor@villageoftahsis.com>

Subject: Cardiac climb road safety issues

Good afternoon Mayor and councillors,

I am reaching out to a ongoing safety concern on Cardiac climb.

In front of my property 608 cardiac clinic there is a stump which is slowly making its way through the road.

The pavement is now removed covering the stump and the pavement is now breaking apart around it. This is causing a very large "pothole" with the exposed stump and broken pavement around it. The pubic works employees do know about it as they drive over/around a few times daily. Also I talked to the Pubic works supervisor twice in the last year and a half about this issue with no results and response. If this problem isn't fixed in the near future it will damage someone's vehicle and if someone is walking especially at night it is definitely a tripping hazard. The easy fix would be to some cold patch to at least fill in the hole and cover the stump till a more permanent fix can be found.

I have included photos for reference.

Regards

Mike Mtn



2025 Proclamation Draft

“Purple Day”

WHEREAS Purple Day is celebrated on March 26<sup>th</sup> annually, during Epilepsy Awareness Month, to increase the knowledge and understanding of epilepsy in the community;

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS On Purple Day, people in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness;

AND WHEREAS increasing epilepsy awareness can help the public to recognize common seizure types or to respond with appropriate first aid, and

AND WHEREAS The onset of epilepsy can occur at any stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day can improve the quality of life of people living with epilepsy, create a society that embraces the beauty of difference and help us understand how we can all come together to make the world a better place:

NOW THEREFORE I **[Insert Name and Title]** DO HEREBY PROCLAIM Wednesday March 26<sup>th</sup>, 2026 as

“PURPLE DAY”

in the City of \_\_\_\_\_

## VILLAGE OF TAHSIS

**Report to Council**

**To:** Mayor and Council

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

**Date:** January 20, 2026

**Re:** **Regional Grant Opportunity – Growing Community Canopies**

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**PURPOSE OF REPORT:**

To consider a regional grant application to the 2026 Growing Canada's Community Canopies grant application which is administered by the Green Municipal Fund. This application would be in partnership with the Strathcona Regional District and other municipalities and First Nations in order to provide funding for a regional equity-focused tree planting prioritization study.

**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 Growing Community Canopies grant program funds plans that are focused on the sustainable expansion and resilience of trees to guide future tree planting initiatives in a community. The deadline for the Strathcona Regional District to apply for a maximum of \$175,000 is April 15, 2026. In order to be considered a partner on this grant application, the Village of Tahsis must pass a Council Resolution in support.

The Strathcona Regional District's objective is to receive a report that offers specific guidance of where to prioritize tree planting in order to reduce the effects of extreme heat events / urban heat island which would have the greatest impact on the most vulnerable areas throughout the Regional District (inadequate tree canopy and high social vulnerability). It is currently unknown which areas the consultant will identify, as that is the purpose of undertaking the report. Recommendations specifically for the Village of Tahsis may or may not be generated from this report, however every resolution of support that the Regional District receives for this grant application increases the likelihood of the application being viewed favorably by the grant evaluation committee.

Species selected for tree planting would need to be suitable for projected future climate including, but not limited to, consideration of water use requirements, drought tolerance, structural strength, fire resistance and insect and disease resistance. This could be achieved by overlaying three types of data sets (heat, canopy gaps, and social vulnerability) using a Geographic Information System (GIS) tool to create a tree planting priority map. Areas with high heat, inadequate tree canopy, and high social vulnerability should be assigned the highest priority for planting efforts. Future implementation strategies could include planting trees in:

- Identified high-priority areas to maximize health and climate benefits.
- Locations that provide the most effective cooling, such as on the west and south sides of buildings in order to shade windows and paved areas like parking lots and busy sidewalks.

**POLICY/LEGISLATIVE REQUIREMENTS:**

None.

**FINANCIAL IMPLICATIONS:**

The grant is 100% fully funded.

**RECOMMENDATION:**

1. THAT the report from the Chief Administrative Officer be received.
2. THAT the Village of Tahsis pass a Council Resolution in support of the Strathcona Regional District's application to the 2026 Growing Canada's Community Canopies grant in order to fund a regional equity-focused tree planting prioritization study.

Respectfully submitted:



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Mark Tatchell  
Chief Administrative Officer

**VILLAGE OF TAHSIS**

**Report to Council**

**To:** Mayor and Council

**From:** M. Tatchell, Chief Administrative Officer  
K. Wilkinson, Fire Chief

**Date:** February 17, 2026

**Re:** **Regional Grant Opportunity – Emergency Operation Centre**

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**PURPOSE OF REPORT:**

To consider a regional grant application to the Community Emergency Preparedness Fund February 2026 Emergency Operation Centre (EOC) program from the Union of BC Municipalities (UBCM). This application would be in partnership with the Strathcona Regional District, local First Nations and other municipalities.

**OPTIONS/ALTERNATIVES**

1. *THAT as part of the Village of Tahsis' ongoing work in relation to emergency planning that an application for financial assistance under the Community Emergency Preparedness Fund 2026 Emergency Operation Centre grant be authorized for submission to the UBCM, in order to fund a generator and transfer switch for the firehall; and*

*THAT the Village of Tahsis agrees to the Strathcona Regional District submitting an application on its behalf, and that, if funded, agrees to the Strathcona Regional District managing the grant and being the recipient of all funding.*

2. *Decline to provide a resolution*
3. *Any other option that Council deems appropriate*

Staff recommends **Option 1** in order to ensure the Village's EOC has an alternative power source to meet operational requirements during power outages.

**BACKGROUND:**

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. The intent of this funding stream is to support eligible applicants to build local capacity through the purchase of equipment and supplies required to maintain or improve an EOC and to enhance EOC capacity through training and exercises. Eligible applicants can submit one application per intake, or as a partnering applicant in a regional application. It is proposed that the Strathcona Regional District be the primary applicant in a regional application with the Village of Tahsis as a partner applicant. The deadline to submit this grant application is February 27, 2026. In order to be considered as a partner, the Village of Tahsis is required to submit a Council Resolution that clearly states that the Strathcona Regional District is authorized to receive and manage the funds on behalf of the Village of Tahsis.

It is proposed that the most appropriate use of this funding would be to install a backup generator and a transfer switch at the Tahsis Fire Hall.

When the Village received a CCBF grant in 2022 to repurpose the SD#84 building for the firehall, the proposition in that grant application was for the firehall to also function as an Emergency Operation Centre. The generator along with the transfer switch will provide emergency power during an outage, allowing uninterrupted electrical service to the building. This will allow the Fire Department to operate seamlessly during a power outage and support a stable environment for the EOC's functions.

**FINANCIAL IMPLICATIONS:**

The grant is 100% fully funded.

Item	Cost
24kW Propane Generator & Transfer Switch including installation	\$29,410.76
<b>Total</b>	<b>\$29,410.76</b>

**RECOMMENDATION:**

1. THAT the report from the Chief Administrative Officer be received.
2. THAT Option 1 be selected.

Respectfully submitted:



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Mark Tatchell  
Chief Administrative Officer

**Appendix A – EOC Grant Application Guide**

## Community Emergency Preparedness Fund Emergency Operations Centres Equipment and Training 2026 Program and Application Guide (updated October 29, 2025)

Applications will be accepted September 1, 2025 to February 27, 2026 using the [LGPS Online Application Tool](#)

This intake will have limited funds available. Due to the expected high volume of applications, it is likely this intake will be substantially oversubscribed.

### 1. Introduction

The [Community Emergency Preparedness Fund](#) (CEPF) is a suite of funding streams intended to support First Nations and local governments to better prepare for disasters and reduce risks from natural **hazards** in a changing climate. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM).

As of August 2025, the funding streams include:

- Emergency operations centres equipment and training
- Emergency support services equipment and training
- Foundations of disaster risk reduction
- Indigenous cultural safety and cultural humility training
- Public notification and evacuation route planning
- Volunteer and composite fire departments equipment and training

Please refer to [Appendix 1](#) for definitions of terms used in this guide. All defined terms are in **bold** in the program guide.

#### Background

An **Emergency Operations Centre (EOC)** is a function established by an organization or jurisdiction to coordinate the overall organizational or jurisdictional response and support to an emergency response. EOCs can be fixed locations, temporary facilities, mobile operations, or virtual structures with staff participating remotely.

Under the *Emergency Program Act*, municipalities and regional districts are responsible for responding to emergencies in their area. In April 2017, the Ministry of Emergency Management and Climate Readiness (EMCR) entered into a 10-year service agreement with Indigenous Services Canada in order to be able to provide equivalent emergency management services to First Nations.

In November 2023, the *Emergency and Disaster Management Act* came into force, replacing the *Emergency Program Act*. The new Act and regulations govern how to manage an emergency or disaster in British Columbia. Until they are repealed, regulations made under the former *Emergency Program Act* remain in force.



### Emergency Operations Centres Equipment and Training Funding Stream

The intent of this funding stream is to support eligible applicants to build local capacity through the purchase of essential equipment and supplies required to maintain or improve an **EOC** and to enhance **EOC** capacity through training and exercises.

For the purpose of CEPF funding, if minor renovations of **EOCs** are proposed, the facilities must be located in a **First Nation owned building** or **publicly owned building** or an asset owned by the **primary applicant** or a **sub-applicant**.

## 2. Eligible Applicants

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All First Nations (bands, modern Treaty First Nations with treaties that are in effect, and Indigenous National Governments with authority for lands and resources) and local governments (municipalities and regional districts) in BC are eligible to apply.

Eligible applicants can submit one application per funding stream intake. This includes applying as a sub-applicant in a regional application.

For the purpose of CEPF funding, the following agencies are able to act as a **primary applicant**:

- An emergency management organization that is created by a regional district service establishing bylaw and approved by the Province of BC may act as the **primary applicant** on behalf of eligible applicants that participate in the established emergency management service. When acting as a **primary applicant** on behalf of eligible applicants, the regional emergency management organization may submit more than one application per funding stream intake provided that each eligible First Nation or local government that is included as a **sub-applicant** is only funded once per intake.
- An Indigenous governing body with authority for emergency management may act as the **primary applicant** on behalf of eligible First Nations. The Indigenous governing body may submit more than one application per funding stream intake provided that each eligible First Nation that is included as a **sub-applicant** is only funded once per intake.

Emergency management organizations created by a regional district and Indigenous governing bodies that are interested in submitting an application to act as the **primary applicant** must contact UBCM in advance of submitting an application and will be required to provide appropriate documentation related to membership, authority, and area of service.

## 3. Grant Maximum

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The Emergency Operations Centres Equipment and Training funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$30,000.00.

Eligible applicants that can demonstrate geographical constraints (e.g., significant distance and/or barriers, such as mountain ranges, between reserves or communities) and a clear case for **EOCs** in each reserve or community may be eligible to exceed the funding maximum. For more information, please contact UBCM in advance of submitting an application.

As required, the Evaluation Committee may recommend that an application be approved in part, based on available funding and the merit of the proposed project.

To ensure transparency and accountability in the expenditure of public funds, all other contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the funding. This includes any other grant funding and any revenue that is generated from activities that are funded by the CEPF.

The Indigenous Engagement Requirements Funding Program provides funding for the implementation of the Indigenous Engagement Requirements within the *Emergency and Disaster Management Act*. For more information visit the Province of BC's [website](#) or contact: [EMCR.IERFunding@gov.bc.ca](mailto:EMCR.IERFunding@gov.bc.ca).

#### 4. Eligible Projects

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To qualify for funding, proposed activities must support eligible applicants to build local capacity through the purchase of essential equipment and supplies required to maintain or improve an **EOC** and to enhance **EOC** capacity through training and exercises.

In addition, to qualify for funding, projects must be:

- A new or subsequent phase of a project (retroactive funding is not available).
- Capable of completion by the applicant within one year from the date of grant approval.
- Where applicable, eligible for required approvals, authorizations, and permits.
- In alignment with the [Emergency Operations Centre Operational Guidelines](#).

#### Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The **primary applicant** submitting the application for a regional project is required to submit a resolution as outlined in [Section 7](#) of this guide. Each **sub-applicant** is required to submit a resolution that clearly states their approval for the **primary applicant** to apply for, receive, and manage the grant funding on their behalf.

#### 5. Requirements for Funding

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As part of both the development of the application package and the delivery of the **approved project**, local governments are [encouraged](#) to proactively engage with local First Nations and Indigenous organizations, such as Friendship Centres and Métis Chartered Communities. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities, and enhance reconciliation. More information on engagement best practices is available [here](#).

As part of the Approval Agreement, approved applicants must agree to the following requirements for funding:

- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.
- Where applicable, the Qualified Professionals that manage the proposed project must be subject matter experts and any professional activities must be developed and signed by a qualified professional as per the *Professional Governance Act*.

## 6. Eligible and Ineligible Costs and Activities

### Eligible Costs and Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Eligible costs and activities are limited to Table 1 and must be cost-effective.

<b>Table 1: Activities Eligible for Funding</b>
<p><b>1. Purchase of essential supplies and purchase and installation of equipment specific to the function of the EOC</b></p> <p><i>For the purpose of CEPF funding, if minor renovations of <b>EOCs</b> are proposed, the facilities must be located in a <b>First Nation owned building</b> or <b>publicly owned building</b> or an asset owned by the <b>primary applicant</b> or a <b>sub-applicant</b>.</i></p> <p><i>Applicants are advised to review the <a href="#">Occupational Health &amp; Safety Regulation</a> in relation first aid and to the provision of personal protective clothing and equipment for employees.</i></p> <ul style="list-style-type: none"> <li>• Purchase of essential supplies for use in the <b>EOC</b>, by <b>EOC</b> personnel, that are required to maintain or improve <b>EOCs</b>, <u>limited to:</u> <ul style="list-style-type: none"> <li>○ Section materials (Management, Operations, Planning, Logistics, Finance, and Administration)</li> <li>○ 72-hour supply of food and water</li> <li>○ Basic/Level 1 and/or Intermediate/Level 2 first aid kits</li> <li>○ Personal protective equipment limited to masks, respirators, eye protection, and gloves</li> <li>○ Basic furniture and appliances</li> <li>○ Storage containers for eligible supplies and equipment</li> </ul> </li> <li>• Purchase of essential supplies required to maintain or improve mobile <b>EOCs</b>, <u>limited to:</u> <ul style="list-style-type: none"> <li>○ Basic/Level 1 and/or Intermediate/Level 2 first aid kits</li> <li>○ Personal protective equipment for mobile <b>EOC</b> personnel limited to masks, respirators, eye protection, gloves, and high visibility apparel</li> <li>○ Personal protective clothing for mobile <b>EOC</b> personnel limited to weather-proof clothing</li> <li>○ Vehicle emergency supply kit</li> <li>○ Mobile storage containers for eligible supplies and equipment</li> </ul> </li> <li>• Purchase and installation of essential <u>on-site</u> equipment required to maintain or improve <b>EOCs</b> such as information technology, communication systems, satellite internet routers and related equipment, radio towers, antennas, radios, generators, wall monitors, portable air conditioners, and portable air scrubbers.</li> <li>• Purchase and installation of essential <u>off-site</u> equipment required for communications and external data collection specific to the function of the <b>EOC</b> such as satellite internet routers and related equipment, drones that do not require pilot certificate or registration (i.e., microdrones that are less than 250 grams), radio towers, antennas, satellite phones, radios, and rapid damage assessment kits.</li> <li>• Purchase and installation of tsunami sirens that will be owned and operated by the <b>primary applicant</b> and/or <b>sub-applicants</b>.</li> <li>• Purchase of trailers for the purpose of transportation, storage, and mobile <b>EOCs</b>.</li> </ul>

- Minor renovations in **EOCs** and/or mobile **EOCs** (e.g., wiring, cabling, installation of shelving).
- Training in order to support installation and use of eligible supplies and equipment limited to equipment listed in Section 1 of Table 1.

## 2. Training and exercises specific to the function of the EOC

*For all virtual courses, eligible costs include: course fee, required course materials, and travel (including accommodations and per diems) only if required for internet connection or access to necessary technology. For all in-person courses, eligible costs include: course fee, required course materials, and travel (including accommodations and per diems).*

*Staff wages and costs related to back-filling positions are not eligible for funding.*

*If approved applicants attend training through the Provincial Emergency Management Training Program only travel costs (including accommodations and per diems) will be eligible for funding.*

*Qualified trainers are required to be used and approved applicants are encouraged to identify local providers for training. The following list includes examples of commonly used course names.*

- EOC Courses
  - Introduction to EOCs (e.g., EMRG-1300)
  - EOC Essentials (e.g., EMRG-1320)
  - EOC Operations (e.g., EMRG-1330)
  - EOC Planning (e.g., EMRG-1331)
  - EOC Logistics (e.g., EMRG-1332)
  - EOC Finances (e.g., EMRG-1333)
  - Information Officer (e.g., EMRG-1334)
  - EOC Applied Training (e.g., EMRG-1350)
- Emergency Management Courses
  - Intro to Emergency Management in Canada (e.g., EMRG-1100)
  - HRVA (e.g., EMRG-1121)
  - Planning for Community Disaster Recovery (e.g., EMRG-1132)
  - Radio Communications Station Management (e.g., EMRG-1133)
  - Psychosocial Resilience in Disasters (e.g., EMRG-1143)
  - Community Evacuations (e.g., EMRG-1136)
  - Introduction to Exercise Design (e.g., EMRG-1150)
  - Introduction to Business Continuity Management (e.g., EMRG-1170)
  - Incident Command Systems Levels 100-400
- Critical Incident Stress Management Courses
  - Introduction to CISM (e.g., CISM 1000)
  - CISM Stress Debriefing (e.g., CISM 1015)
  - Building and Participating on a CISM Team (e.g., CISM 1040)
- Other training specific to the function of the **EOC**, including:
  - Indigenous **Cultural Safety** and Cultural Humility Training, in alignment with the current [CEPF funding stream](#)
  - First Nations principles of OCAP®
  - Conflict Resolution
  - Mental Health Resiliency
  - Workplace Hazardous Materials Information System (WHMIS)
  - Communications
- Exercises that support increasing **EOC** capacity (e.g., tabletop walkthroughs of **EOC** roles and responsibilities, mock earthquake/fire/flood emergencies to practice activating an **EOC** and directing emergency response).

### 3. Volunteer Recruitment and Retention Activities

- Recruitment activities (e.g., advertisements, purchase of branded pop-up tent for recruitment events)
- Purchasing awards and small gifts for EOC personnel
- Hosting volunteer recognition events including venue rentals, food, and non-alcoholic beverages

### Additional Eligible Costs and Activities

The following expenditures are also eligible provided they relate directly to the eligible activities identified in Table 1:

- Incremental applicant staff (e.g., creating a new position or adding new responsibilities to an existing position). Eligible expenses include wages/salary, mandatory employment related costs as required by federal or provincial law, and other employment related costs as required by the approved applicant.
- Incremental administrative and/or operating costs that are directly related to eligible activities (e.g., lease and insurance costs for storage of **EOC** materials).
- Consultant/contractor costs. Please note: if you intend to hire a qualified professional to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g., event planning) consultant rates are expected to be commensurate with the type of activity being undertaken.
- Identification/incorporation of community and cultural values. This includes seeking advice from Indigenous Knowledge Holders and other experts (e.g., health authorities, First Nations Health Authority), and the community (e.g., equity-denied populations, Indigenous organizations such as Friendship Centres and Métis Chartered Communities, Indigenous Nations, local governments, and emergency response organizations).
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates.
- Costs related to local cultural protocols (e.g., gifts, cultural ceremonies).
- Honoraria for equity-denied populations or service organizations that support equity-denied populations.
- Translation costs and the development of culturally appropriate education, awareness, or engagement materials.
- Expenses related to first aid training and kits that are incremental to the Occupational Health and Safety Regulation requirements for a workplace/employer and that are required specifically for eligible activities.
- Presentations to Band Council, Treaty First Nation government, local government Council or Board, or community organizations, etc.
- Where applicable, costs related to required approvals, authorizations, and permits.
- Public information costs (e.g., workshops, printed materials) that align with the intent of the funding stream and provide benefit to the community at large.

### Ineligible Costs and Activities

Any activity that is not outlined in [Table 1](#) or is not directly connected to activities approved in the application is not eligible for grant funding. This includes:

- Routine or ongoing operating costs or activities (e.g., heating, cooling, and lighting; security; software or service subscriptions; or membership fees) that are not incremental to the project or not directly related to eligible activities.

- Routine or ongoing planning costs or planning activities that are not incremental to the project.
- Regular salaries and/or benefits of **primary applicant** or **sub-applicant(s)** staff or partners.
- Duplication of recently developed information, maps, or imagery (e.g., LiDAR that is currently available through the [Open LiDAR Data Portal](#)) provided the information remains accurate.
- Project-related fees payable to the **primary applicant** or **sub-applicant(s)** (e.g., permit fees).
- Costs related to individual or household preparedness, including the purchase of emergency supplies (e.g., first aid kits, evacuation supplies).
- Development of curriculum for Kindergarten to Grade 12 education.
- Major capital improvements or major renovations to existing facilities and/or construction of new, permanent facilities.
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members (except costs related to local cultural protocols).
- Use of an **EOC** during an emergency.
- Purchase of supplies required for any work outside of an **EOC** or mobile EOC (e.g., personal protective equipment and clothing, bug spray, sunscreen, traffic safety equipment).
- Purchase of first aid kits and/or first aid training that are required to meet Occupational Health and Safety Regulation requirements for a workplace/employer and/or intended for occupational first aid, disaster first aid, and/or wilderness first aid.
- Purchase or testing of public notification systems and/or subscription/service fees for public notification systems.
- Training and exercises not specific to the function of the **EOC**.
- Training for the general public.
- Training provided and paid by the [Provincial Emergency Management Training Program](#) (excluding travel costs).
- Purchase of vehicles.
- Emergency preparedness marketing campaigns.
- Development or update of Emergency Management Plans and/or emergency response plans.
- Conferences.

### 3. Application Requirements and Process

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The [LGPS Online Application Tool](#) is required to be used. Refer to [Appendix 2](#) for full information.

#### Application Deadline

The application deadline is February 27, 2026. Applicants will be advised of the status of their applications within 120 days of the application deadline.

#### Required Application Contents

EMCR and GeoBC respect and are committed to the First Nations principles of OCAP®. Any product, data, or information which may include Indigenous knowledge as identified by the applicant may be submitted at the discretion of the applicant.

All applicants are required to complete the LGPS Online Application Form and submit an electronic copy of the following:

- Completed Application Worksheet with all required attachments.
- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the Band Manager, CAO, or CFO for applications that are from a single applicant and request less

than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.

- Detailed budget:
  - Indicating the proposed expenditures from CEPF and in alignment with the proposed activities outlined in the Application Worksheet.
  - Although additional funding or support is not required, any other grant funding or **in-kind contributions** must be identified.
  - **UPDATED:** Applicants are encouraged to use the [EOC Budget, Amendment Request, Financial Summary Form](#).
- For regional projects only:
  - Band Council, Treaty First Nation, or local government resolution from the **primary applicant**, indicating support for the current proposed activities and willingness to provide overall grant management; and,
  - Band Council, Treaty First Nation, or local government resolution from each **sub-applicant** that clearly states their approval for the **primary applicant** to apply for, receive, and manage the grant funding on their behalf. Resolutions from **sub-applicants** must include this language.

### Submission of Applications

Applications are required to be submitted in two steps prior to the application deadline:

1. [LGPS Online Application Form](#): This online form must be completed for all applications to LGPS funding programs and includes questions that are common to all grant applications. When the LGPS Online Application Form is submitted, the applicant will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Application Worksheet that must be completed as part of Step 2.
2. Application Worksheet: This worksheet contains questions that are specific to the funding stream and must be submitted by email to UBCM with all other required attachments.

Refer to [Appendix 2](#) for the information that will be required to be submitted during each step, including all application questions.

Worksheets and required attachments should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20 MB. All materials should be submitted to Local Government Program Services, Union of BC Municipalities by email: [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

### Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application contents have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

As required, the Evaluation Committee will assess and score all eligible applications. Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

Higher application review scores will be given to projects that:

- Are from applicants that have not received funding under the Emergency Operations Centres Equipment and Training funding stream or have received minimal funding from the funding stream.
- Align with the intent of the Emergency Operations Centres Equipment and Training funding stream to increase **EOC** capacity.

- Demonstrate evidence of engagement with First Nations and/or Indigenous organizations in advance of submitting the application and as part of the proposed project (e.g., collaborative planning tables; incorporating First Nation values and perspectives in proposed activities; existing outreach, plans, engagement reports or processes; including First Nation engagement costs in the budget; completion of Indigenous **Cultural Safety** and Cultural Humility Training).
- Effectively engage with neighbouring jurisdictions, and other impacted or affected parties (equity-denied populations, organizations that participate in the **EOC** program) as appropriate to the project. Rural and remote communities may want to consider engaging with regional districts and/or health authorities, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.
- Contribute to a comprehensive, cooperative, and regional approach to **EOCs**.
- Are cost-effective. In cases where costs are higher than expected, project(s) may be approved at a lower grant amount.

As required, the Evaluation Committee may consider the provincial, regional, and urban/rural distribution of proposed projects, and previous CEPF funding. Recommendations will be made on a priority basis. All funding decisions will be made by UBCM.

UBCM will share all applications with the Province of BC.
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#### **4. Grant Management and Applicant Responsibilities**

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Grants are awarded to approved applicants only. The approved applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Approved applicants are responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

##### **Notice of Funding Decision and Payments**

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded. The Approval Agreement is required to be signed and returned to UBCM within 30 days.

Grants are paid at the completion of the project and only when the final report requirements have been met.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

##### **Updated October 2025 - Payment by Direct Deposit**

Approved applicants may request to have all grant payments made by direct deposit. Please note that all payments to local governments are already made by direct deposit.

In order to receive payments by direct deposit, approved applicants are required to submit:

- UBCM Direct Deposit Authorization Form for a bank account registered in the name of the approved applicant. Direct deposit payments will not be made to accounts registered to an individual or to an entity that is not the same as the approved applicant.
- Resolution or motion from the approved applicant (e.g., Band Council, Treaty First Nation, local government Council or Board, society Board of Directors) authorizing UBCM to make all future grant payments by direct deposit.

### Progress Payments

To request a progress payment, approved applicants are required to submit the [Interim Report Form](#). The form will require the following information:

- Description of activities completed to date.
- Description of funds expended to date (applicants are encouraged to use the [EOC Budget, Amendment Request, Financial Summary Form](#)).
- Written rationale for receiving a progress payment.

### Changes to Approved Projects (Amendment Requests)

Approved grants are specific to the project as identified in the approved application, and grant funds are not transferable to other projects. Generally speaking, this means funds cannot be transferred to an activity that was not included in the approved application or to a new or expanded location.

Approval from UBCM and/or the Evaluation Committee will be required for any variation from the **approved project**. Depending on the complexity of the proposed amendment, requests may take up to 120 days to review.

To propose changes to an **approved project**, applicants are required to submit the [Interim Report Form](#). If UBCM determines the amendment is eligible for consideration, applicants will be required to submit:

- Amended application package, including updated Application Worksheet, detailed budget (applicants are encouraged to use the [EOC Budget, Amendment Request, Financial Summary Form](#)) required attachments, and an updated resolution/letter of support.
- For regional projects only, evidence of support from **sub-applicant(s)** for proposed amendments will be required.
- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

### Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the Approval Agreement and all extensions beyond this date must be requested in writing and be approved by UBCM.

The [Interim Report Form](#) will be required to be submitted for all extension requests over six months. Extensions will not exceed one year from the date of the original final report deadline.

### Recognition of Funding and Funders

When recognizing funding, please state that the Emergency Operations Centres Equipment and Training funding stream is administered by the Union of BC Municipalities and funded by the Province of BC. UBCM is active on X, Bluesky, LinkedIn and Facebook. When possible, please mention or tag UBCM on social media posts that are related to projects that are funded by programs that UBCM administers.

Guidelines on using the BC logo, including downloadable files, are available [here](#).

## 5. Final Report Requirements and Process

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All funded activities must be completed within one year of notification of funding approval and the final report is due within 30 days of project completion.

EMCR and GeoBC respect and are committed to the First Nations principles of OCAP®. Any product,

data, or information which may include Indigenous knowledge as identified by the applicant may be submitted at the discretion of the applicant.

### **Final Reports**

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments.
- Detailed financial summary that indicates the actual expenditures from CEPF and other sources (if applicable) and that aligns with the actual activities outlined in the Final Report Form. Applicants are encouraged to use the [EOC Budget, Amendment Request, Financial Summary Form](#).
- Examples of materials that were produced with grant funding.
- Photos of funded activities and/or completed projects.
- Links to media directly related to the funded project.

### **Submission of Reports**

Reports should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20 MB.

All reports should be submitted to Local Government Program Services, Union of BC Municipalities by email: [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

### **Review of Final Reports**

UBCM will review all final reports to ensure the required report contents have been submitted.

UBCM will share all report materials with the Province of BC
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## **6. Additional Information**

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Union of BC Municipalities

Email: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Phone: 604-270-8226 ext. 220

## Appendix 1: Definitions

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Please refer to [CEPF Definitions](#) for defined terms used throughout the CEPF program and application materials.

The following definitions apply to the Emergency Operations Centres Equipment and Training funding stream:

**Approved project:** Activities included in the approved application and costs included in the approved budget.

**Cultural safety:** Indigenous cultural safety is the process of making spaces, services, and organizations safer and more equitable for Indigenous people by considering current and historical colonial impact and seeking to eliminate structural racism and discrimination ([BC Centre for Disease Control](#)).

**Emergency Operations Centres (EOC):** Function established by an organization or jurisdiction to coordinate the overall organizational or jurisdictional response and support to an emergency response ([Emergency Operations Centre Operational Guidelines](#)). For the purpose of CEPF funding, EOCs can be fixed locations, temporary facilities, mobile operations, or virtual structures with staff participating remotely.

**First Nations owned buildings:** Buildings owned by a modern Treaty First Nation or buildings owned by a First Nation band.

**Hazard:** A process, phenomenon, or human activity that may cause loss of life, injury, or other health impacts, property damage, social and economic disruption, or environmental degradation ([Sendai Framework for Disaster Risk Reduction](#)).

**In-kind contributions:** The use of resources of approved primary applicant or sub-applicant(s) for the development or implementation of the approved project. For example, the use of meeting rooms owned by the approved primary applicant or sub-applicant(s) can be an in-kind contribution.

**Primary applicant:** Eligible applicant that is the primary contact for the application and that is responsible for project oversight, grant management and all reporting requirements.

**Publicly owned buildings:** Buildings owned by a local government or public institution (such as health authority or school district).

**Sub-applicant(s):** in the case of regional projects, the sub-applicants are eligible applicants that are included in an approved application.

## Appendix 2: LGPS Online Application Tool

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As outlined in [Section 7](#), applications are required to be submitted in two steps **prior to the application deadline**:

1. [LGPS Online Application Form](#): This online form must be completed for all applications to LGPS funding programs and includes questions that are common to all grant applications. When the LGPS Online Application Form is submitted, the applicant will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Application Worksheet that must be completed as part of Step 2.
2. Application Worksheet: This worksheet contains questions that are specific to the funding stream and must be submitted by email to UBCM with all other required attachments.

### STEP ONE: LGPS Online Application Form

The following questions are required to be answered on the LGPS Online Application Form:

1. Name of the intake of the funding program that you want to apply for (select from menu).
2. Name of Primary Applicant (select from menu). Please note: if the name of your organization is not included in the menu, contact UBCM in order to determine eligibility and next steps.
3. Primary and secondary contact information: full name, position, email, phone.
4. Primary applicant mailing address.
5. For regional projects only: name of sub-applicant(s) and rationale for regional project.
6. Project title. Project titles should be brief but include key project activities, the area where the work will be undertaken, and the intended outcome/deliverable.
7. Proposed start and end date.
8. Estimated total project budget.
9. Estimated total grant request.
10. Other funding amount and source.
11. Project summary (provide a brief summary, no more than 500 characters).
12. Progress to date. Provide an update on the status of previously approved projects if previously funded under same funding program/funding stream.
13. Certification that the information is complete and accurate.
14. Name and email of person submitting application.

When the LGPS Online Application Form is submitted, the applicant will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Application Worksheet that must be completed as part of Step 2.

### STEP TWO: Application Worksheet and Required Attachments

#### Application Worksheet

The following questions will be required to be answered on the Application Worksheet:

1. Primary Applicant full name (First Nation or local government).
2. File Number (this can be found on the confirmation email you will receive after the LGPS Online Application Form is submitted).

3. Location of Proposed Activities. For the purpose of CEPF funding, if minor renovations of EOCs are proposed, the facilities must be located in a First Nation owned building or publicly owned building or an asset owned by the primary applicant or a sub-applicant.
  - EOC is located in a First Nation owned building (buildings owned by a Treaty First Nation or a First Nation band).
  - EOC is located in a publicly owned building (buildings owned by a local government or public institution, such as health authority or school district).
  - Asset (e.g., trailer for mobile EOCs) is owned by the primary applicant or sub-applicant.
4. Proposed Activities. Description of the proposed specific activities that will be undertaken. Refer to Section 6 of the *Program and Application Guide* for eligibility:
  - a) Purchase of essential equipment and supplies, including installation of and training for eligible equipment.
  - b) Training (where possible, list specific courses).
  - c) Exercises, including tabletop exercise and mock EOC activations.
  - d) Volunteer recruitment and retention activities.
5. Alignment with funding stream. Description of how the proposed activities will align with the intent of the funding stream to build local capacity through the purchase of essential equipment and supplies required to maintain or improve an EOC and to enhance EOC capacity through training and exercises.
6. Engagement with First Nations and/or Indigenous organizations. Please identify the specific bands, Treaty First Nations, and/or Indigenous organizations as well as the specific traditional territory, reserve, or other First Nations' land that may be impacted by the proposed project:
  - a) Which First Nations and/or Indigenous organizations were proactively engaged as part of the development of this application?
  - b) Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?
  - c) Please indicate the extent to which staff and/or elected officials have undertaken Indigenous Cultural Safety and Cultural Humility Training.

*If applicable, evidence of support for the proposed activities from First Nations and/or Indigenous organizations has been submitted with this application. This could be in the form of a letter, email, or other correspondence.*
7. Engagement with neighbouring jurisdictions and affected parties. Description of any neighbouring jurisdictions and/or affected parties (e.g., equity-denied populations, organizations that participate in the EOC program, etc.) you will engage with as appropriate to the project.
 

Rural and remote communities may want to consider engaging with regional districts and/or health authorities, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.

*If applicable, evidence of support for the proposed activities from First Nations and/or Indigenous organizations has been submitted with this application. This could be in the form of a letter, email, or other correspondence.*
8. Comprehensive, cooperative, regional approach and benefits. Description of how your project will contribute to a comprehensive, cooperative, and regional approach to EOC and any resulting regional benefits.
9. Additional Information. Any other information you think may help support your submission.

### Required Attachments

The following attachments are required to be submitted with the completed Application Worksheet:

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the Band Manager, CAO, or CFO for applications that are from a single applicant and request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.
- Detailed budget:
  - Indicating the proposed expenditures from CEPF and in alignment with the proposed activities outlined in the Application Worksheet.
  - Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified.
  - Applicants are encouraged to use the [EOC Budget, Amendment Request, Financial Summary Form](#).
- For regional projects only:
  - Band Council, Treaty First Nation, or local government resolution from the primary applicant, indicating support for the current proposed activities and willingness to provide overall grant management; and.
  - Band Council, Treaty First Nation, or local government resolution from each sub-applicant that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf. Resolutions from sub-applicants must include this language.



## Quote

### Osprey Electric Ltd - CR

1690-R Maple Street  
Campbell River  
Tel: (250) 830-0997  
Fax: 250-586-1770  
E-mail: ar@ospreyelectric.com

**Job Number (Name)** 2-1010312  
**Work Order #** 10312  
**Job date:** Jan. 27, 2026  
**Permit #:**  
**Job costing number:**  
**Page number:** 1

Site address:

### Fire Hall

Attn: Alisa Vanderberg  
977 South Maquinna Dr  
Tahsis, British Columbia  
Canada  
Tel: (250) 934-6344

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### Work Description

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Looking for a quote for a backup generator/transfer switch supply/install for the fire hall.

Would want to be able to maintain heat (furnace in office and 2-3 ceiling heaters in truck bay). Lights throughout (all LED fixtures), truck bay door openers and some 110V plugs.

Thanks

### Kyle Wilkinson A-EMCA, ACP

### Fire Chief/EPC

Tahsis Fire and Rescue Department

285 Alpine View

PO Box 219

Tahsis, B.C. V0P 1X0

[firedepartment@villageoftahsis.com](mailto:firedepartment@villageoftahsis.com) <<mailto:firedepartment@villageoftahsis.com>>

Phone: 250-934-6666

Duty Officer: 250-202-9618

Item Description	Qty
#1/3C ACWU-90 (AL)	200
#250/3C ACWU-90 (AL)	25
10004 CONN ( 2") DRY	4
CABLE CONNECTOR 1-1/4" CI2110	4
#10551 CONN (2") WT	0
#10470 AL CONN (1 1/4")	0
1 1/4" 2-H CABLE STRAP	28
#1 AL TERM	12
#8x1" WOOD SCREW	62
100A 3W-42CT W/MAIN (RES SERVICE PANEL)	1
15A 1P BREAKER PLUG-IN	5
20A 1P BREAKER PLUG-IN	3
15A 1P BRKR PLUG-IN AFCI	4

**Osprey Electric Ltd - CR**1690-R Maple Street  
Campbell River

	M2
<b>Job Number (Name)</b>	<b>2-1010312</b>
<b>Work Order #</b>	10312
<b>Page number:</b>	2

Item Description	Qty
20A 2P BREAKER PLUG-IN	1
30A 2P BREAKER PLUG-IN	0
40A 2P BREAKER PLUG-IN	0
60A 2P BREAKER PLUG-IN	0
80A 2P BREAKER PLUG-IN	0
100A 2P BREAKER PLUG-IN	0
200A CUL Service Rated ATS	1
Pad	1
Whole Home 200A Intercept	0
Pole Mount Kit	0
24KW Air-Cooled, AL Enclosure	1
# 250 MCM TERM-POWER	6
Propane permit and connections	1
Propane tanks	1

Summary		Total (\$)
Subtotal Material		24,197.25
Subtotal Labor		4,974.76
Electrical Permit		238.75
Subtotal		29,410.76
GST	(@ 5.000 %)	1,470.54
<b>Total</b>		<b>\$30,881.30</b>

**Client Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

I authorize this work to proceed and accept the terms and conditions. Payment is due upon receipt of invoice.