



AGENDA

**Regular Meeting of the Village of Tahsis Council
to be held on January 20, 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
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A. Call to Order **Mayor Davis will call the meeting to order.**

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

B. Introduction of Late Items None.

C. Approval of the Agenda

D. Petitions and Delegations None.

E. Public Input #1

F. Adoption of the Minutes **1 January 6, 2026 Standing Committee of the Business Liaison Minutes.**

2 January 6, 2026 Regular Council Meeting Minutes.

3 January 7, 2026 Committee of the Whole Meeting Minutes.

G. Rise and Report

H. Business Arising

1 Report to Council Re: Standing Committee of Business Liaison Annual Review of Objectives and Scope.

2 At the January 6, 2026 Standing Committee of Business Liaison meeting the committee passed the following resolution;

Moore: COW 0003/2026

THAT the committee propose to Council that the following changes be made to the Standing Committee of Business Liaison's Terms of Reference: The current 5 points under Section 2 (Scope) be replaced with the following 3 points:

- 1) Identify alternative funding opportunities and grants for business and tourism development.
- 2) Consider information, suggestions and recommendations for economic development and business growth working within the approved Strategic Economic Development Plan and Action plan.
- 3) Consult with the public as per the existing Economic Development Plan mandate.

J. Council Reports

- 1 Mayor Davis**
- 2 Councillor Fowler**
- 3 Councillor Northcott**
- 4 Councillor Lenahan**
- 5 Councillor Moore**

K. Bylaws

None.

L. Correspondence

1 January 10, 2026 email from Erin Murphy, Moutcha Bay Resort Manager, Nootka Marine Adventures Re: Tahsis Feedback Salmon Allocation Policy Proposed Changes.

M. New Business

- 1 Report to Council Re: Fire Incident Update.**
- 2 Report to Council Re: Preliminary scope of repairs to the Tahsis Recreation Centre Swimming Pool Complex.**

**3 2026 AVICC (Association of Vancouver Island Coastal Communities)
Convention and AGM - April 24-26, 2025.**

Public Input #2

Rise and Report

O. Adjournment

Dahling: COW 0002/2026

THAT the Standing Committee of Business Liaison Terms of Reference be received for discussion and review.

CARRIED

The committee members discussed whether the Standing Committee of Business Liaison should continue, focusing on revising the terms of reference to clarify scope, address concerns about effectiveness, and ensure alignment with council's expectations. Alternative committee structures such as an ad hoc committee or community group to address concerns about administrative burden and continuity were also discussed.

Moore: COW 0003/2026

THAT the committee propose to Council that the following changes be made to the Standing Committee of Business Liaison's Terms of Reference:

The current 5 points under Section 2 (Scope) be replaced with the following 3 points:

- 1) Identify alternative funding opportunities and grants for business and tourism development.
- 2) Consider information, suggestions and recommendations for economic development and business growth working within the approved Strategic Economic Development Plan and Action plan.
- 3) Consult with the public as per the existing Economic Development Plan mandate.

CARRIED**2 Potential Fund Raising Sources/ Grants****Dahling: COW 0004/2026**

THAT the Standing Committee of Business Liaison discuss fund raising sources and grant application opportunities.

CARRIED**Dahling: COW 0005/2026**

THAT Councillor Lenahan's list of municipal grant opportunities be included as a late item in this discussion on potential fund raising opportunities.

CARRIED

Councillor Lenahan presented a list of grant opportunities. The committee discussed the need to partner with nonprofit organizations for grants not open to municipalities.

3 **Item of Business for the February 3, 2026 Standing Committee of Business Liaison meeting:**

Moore: COW 0006/2026

THAT the Standing Committee of Business Liaison discuss the following items at the next meeting:

- 1) Review the Draft Economic Development Plan pending its completion
- 2) Identifying specific grant sources.
- 3) Volunteer workforce initiative.

CARRIED

Adjournment

Dahling: COW 0007/2026

THAT the Standing Committee of Business Liaison adjourn at 11:33 a.m.

CARRIED

Certified Correct this

20th day of January , 2026

Chief Administrative Officer



Minutes

<u>Meeting</u>	Regular Council Meeting
<u>Date</u>	January 6, 2026
<u>Time</u>	7:00 PM
<u>Place</u>	Municipal Hall - Council Chambers and by electronic means

<u>Present</u>	Mayor Martin Davis Councillor Sarah Fowler Councillor Brenda Lenahan Councillor Ryan Moore Councillor Cheryl Northcott	by video by video
<u>Staff</u>	Mark Tatchell, Chief Administrative Officer Adia Mavrikos, CPA, CA, Director of Finance John Manson, P. Eng., Municipal Engineer Reg Stratton, Project Manager Janet StDenis, Corporate Services Manager	by video by video by video by video
<u>Guests</u>	Corey Cooper, Planner, McElhanney Gary MacLennan, Chief Operations Officer, Black Creek Industries	by video left 7:28 p.m. by video
<u>Public</u>	4 members of the public.	3 by video

A. Call to Order Mayor Davis called the meeting to order at 7:01 p.m.

Land Acknowledgement

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

B. Introduction of Late Items Under Business Arising as "H7" a Report to Council Re: Airplane Dock Replacement Project.

C. Approval of the Agenda

Moore/Lenahan: VOT 0001/2026

THAT the Agenda for the January 6, 2026 Regular meeting of Council be adopted as amended.

CARRIED

D. Delegation**E. Public Input # 1**

None.

F. Adoption of the Minutes**1 December 2, 2025 Committee of the Whole Meeting Minutes.****Moore/Lenahan: VOT 0002/2026****THAT** the Committee of the Whole Meeting minutes of December 2, 2025 be adopted as presented.**CARRIED****2 December 2, 2025 Standing Committee of the Business Liaison Minutes.****Moore/Lenahan: VOT 0003/2026****THAT** the Standing Committee of Business Liaison Meeting minutes of December 2, 2025 be adopted as presented.**CARRIED****3 December 2, 2025 Regular Council Meeting Minutes.****Moore/Lenahan: VOT 0004/2026****THAT** the Regular Council Meeting minutes of December 2, 2025 be adopted as presented.**CARRIED****4 December 3, 2025 Committee of the Whole Meeting Minutes.****Moore/Lenahan: VOT 0005/2026****THAT** the Committee of the Whole Meeting minutes of December 3, 2025 be adopted as presented.**CARRIED****5 December 9, 2025 Committee of the Whole Meeting Minutes.****Moore/Lenahan: VOT 0006/2026****THAT** the Committee of the Whole Meeting minutes of December 9, 2025 be adopted as presented.**CARRIED****G. Rise and Report****At the December 4th, 2025 Closed meeting Council approved the following 2026 Strategic Priorities:**

- 1** Initiate a "Road Safety Program" including speed reader boards, traffic speed counters and engineered traffic calming solutions.
- 2** Rec Centre Improvements through a 3 year capital plan budget commitment focusing on repairing water damage and structural elements.

3 Develop a plan to repurpose Captain Meares School east wing for municipal and community purposes, including space for the Tahsis Library. This to include proceeding with mechanical, electrical and civil design works as well as completing the subdivision.

4 Develop and implement a local trail maintenance and minor repair plan to rehabilitate and restore local trails, including bridges to improve safety and walkability. To be taken on by volunteers and paid for by fund raising.

5 Update the Village's website to improve emergency notification communication and accessibility.

6 Accessibility training for staff and council.

Also at the December 4, 2025 Closed meeting, Council directed staff to prepare a grant application to the SPARC BC Local Community Accessibility Program based on specific items identified in the previous grant applications, including improving the Village website to meet the WCAG 2.0 standards for persons with low vision.

H. Business Arising

1 Report to Council Re: Housing Capacity Funding

Moore/Lenahan: VOT 0007/2026

THAT this Report to Council be received.

CARRIED

Corey Cooper presented the following three options for utilization of the remaining Housing Capacity Grant funds: **Option A-** Implementing Low Impact Housing Option (reviewing and amending the Village's Zoning Bylaw to allow for a broader range of housing options); **Option B-** Preparing a subdivision plan of the subject property 009-810-528 (Lot 608) to allow for the potential of residential development; **Option C-** Site investigations by a contaminated sites approved professional of a small number of properties in the DPA.

After extensive discussion among council members, council voted to proceed with Option C: conducting site investigations for contamination in the anthropogenic DPA, aiming to gather data to support future development and advocacy with the Ministry of Environment.

Moore/Northcott: VOT 0008/2026

THAT option "C" be approved (site investigations in the Anthropogenic DPA).

CARRIED

2 Federation of Canadian Municipalities (FCM) 2026-2027 Membership

Moore/Lenahan: VOT 0009/2026

THAT this invoice and information be received.

CARRIED

Moore/Lenahan: VOT 0010/2026

THAT the FCM Membership be approved.

CARRIED

3 Report to Council Re: Island Coastal Economic Trust (ICET) – Capital and Innovation Funding for the Tahsis Marine Gateway Project

Moore/Lenahan: VOT 0011/2026

THAT this Report to Council be received.

CARRIED

The CAO explained that the original project requiring ICET funds was no longer being pursued, and that the withdrawal would release \$100,000 for other uses. Staff clarified that the airplane dock replacement was not part of the ICET funded scope.

Moore/Lenahan: VOT 0012/2026

THAT option # 1 be approved (confirm the Village of Tahsis is withdrawing its ICET Capital and Innovation Program funding application for the Tahsis Marine Gateway Project by replying to Brodie Guy's November 21, 2025 letter).

CARRIED

4 Report to Council Re: SPARC Grant Application.

Moore/Lenahan: VOT 0013/2026

THAT this Report to Council be received.

CARRIED

Council debated the scope of the SPARC grant application and the addition of 4 accessible toilets. The budget estimates for accessibility upgrades (option #1) includes 8 grab bars, 2 privacy curtains and improvements to the Village of Tahsis website to meet WCAG 2.0 standards. Staff provided an updated cost estimate for the Village's website improvements. Staff also noted that the SPARC BC Local Community Accessibility Program Grant funds must be spent by March 31, 2026, requiring a rapid application and implementation.

Moore/Lenahan: VOT 0014/2026

THAT option # 3 be approved (option #1 plus the addition of 4 accessible toilets and if necessary decrease the number of grab bars or other items to stay within the \$25,000 budget cap).

CARRIED
1 registered
"no vote"
Councillor
Northcott

1 registered
"no vote"
Councillor
Fowler

5 Report to Council Re: Financial Services Contract Award

Moore/Lenahan: VOT 00015/2026

THAT this Report to Council be received.

CARRIED

The Director of Finance presented the results of the RFP for the Financial Services Contract award, noting that two qualified firms submitted proposals and CNB (Chan Nowasad Boates) scored higher in the evaluation and offered a lower annual fee, resulting in cost savings for the municipality.

Fowler/Moore: VOT 0016/2026

THAT option #1 be approved (approve a 5-year contract with Chan Nowasad Boates as the Village's Municipal Auditors for 2025-2029 and **THAT** Council appoint Chan Nowasad Boates as the external auditor for the Village for the fiscal years 2025-2029 inclusive, with an option to extend for up to two additional years, pursuant to Section 169 of the Community Charter.

CARRIED

6 Grant Application Re: Outdoor Recreation Fund of BC (January 20, 2026 deadline).

Moore/Lenahan: VOT 0017/2026

THAT this grant information be received.

CARRIED

The CAO spoke to this proposed grant application. This grant requires a matching contribution from the Village. The application focusses on replacing trail footings and handrails and improving safety and useability.

Moore/Lenahan: VOT 0018/2026

THAT Council approve applying for this grant in the amount of \$3000 and commits to contributing matching funds.

CARRIED

7 Report to Council Re: Airplane Dock Replacement Project

Moore/Lanahan: VOT 0019/2026

THAT this Report to Council be received.

CARRIED

Staff reported on the current condition on the airplane dock and provided Council with options for replacing the Village's airplane dock facility.

Black Creek Industries has provided a fixed-price proposal for pier and pilings replacement, excluding the gangway and float, with the project to be funded from existing grant allocations, subject to final geotechnical review. This option would be a design-build procurement with Black Creek Industries. Staff discussed the advantages of a design-build procurement with Black Creek Industries noting cost savings from using mobilized equipment and meeting critical in-water construction deadlines but also noted that the price is not a result of a competitive bid process.

Gary MacLennan, Chief Operations Officer, Black Creek Industries responded to Council's question regarding technical details of the new pier, accessibility and future expansion, including the possibility of adding a float or an alternative dock configurations if additional funds become available.

Moore/Lanahan: VOT 0020/2026

THAT option #1 be approved (delegate staff the authority to proceed with the airplane dock replacement sub-project with pier and pilings or pilings only, subject to available project funding. Staff to report back to Council on the scope and budget of this sub-project).

CARRIED

J. Council Reports

Mayor Davis

Happy New Year to all our residents and I am sending my best wishes for 2026. Our boat launch project has finally begun and the water-based phase of the project will be completed by the end of February. This includes installation of the boat ramp, the launch float beside it, the demolition of the old airplane dock and the installation of all new pilings for both. Further work will be contingent on staying within the budget as we are avoiding any cost overruns. Further work includes complete replacement of the new dock, adding slips and building a washroom.

We are now fully into winter and I am reminding citizens to always travel with chains, winter gear, means of communication, shovels, a tarp, food items, a headlight and drinking water in case you are stuck for a period of time. An old piece of carpet can be helpful in a pinch for getting unstuck. For those that are able, having a chainsaw along can be very useful for days such as today when trees were blocking the road. If you are unable to do these things, it is wise to not travel during or after snowstorms, or to plan ahead and leave the day before appointments. I know that these things can be onerous but we want everybody to stay safe. It has been years since we have had a fatality on this road caused by winter conditions and it would be great to keep it that way.

Councillor Northcott

No report.

Councillor Lenahan

No report.

Councillor Moore

This was the 2nd year that Nourish Nootka Sound has provided Christmas hampers to those in need. The Society was very lucky in 2024 to receive a very large donation, 2025 was proof that the design is sustainable.

Across 2 years over 110 hampers have gone out, as well as Christmas presents to every child present in the village for Christmas both years and with aid from Extreme Outreach out of Victoria, all children also received stuffed stockings.

This is a program that takes a large amount of resources, volunteer time, and NNS wanted to make sure to thank the Village of Tahsis, The Junior Rangers, SD84, BCEHS, Tahsis Volunteer Fire Fighters Association, Tahsis Seniors, as well as donations from local businesses, businesses that work within Tahsis, and individuals who donated food, cash, or time to make this happen, as well as the drivers to help hand deliver every single hamper.

Councillor Fowler

No report.

Moore/Northcott: VOT 0021/2026

THAT the Council Reports be received.

CARRIED

K. Bylaws

1 Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024.

Adoption

Moore/Lenahan: VOT 0022/2026

THAT the Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024 be received for consideration.

CARRIED

Moore/Lenahan: VOT 0023/2026

THAT the Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024 be reconsidered, finally passed and adopted this 6th day of January, 2026.

CARRIED

L. Correspondence

1 December 8, 2025 letter from Madisyn Foster to Council Re: Request for Skate Park.

**December 4, 2026 email from Mayor Sid Tobias, Town of View Royal to
2 Mayor and Council Re: Judicial review of provincial housing laws- Bills 44,
47, 13, 15, and M216.**

**December 12, 2025 email from Councillor Cori Ramsey, UBCM President to
3 Mayor Martin Davis and Council Re: Canada Community Building Fund:
Second Community Works Fund Payment for 2025/2026.**

**December 3, 2026 email from Natalie Groulx, Acting Conservation Director,
4 Ocean Program CPAWS-BC to Mayor Davis and Council Re: Request for
support for BC Coastal Marine Strategy (CMS) and accompanying legislative
framework.**

**5 AVICC - 2026 AGM & Convention- Resolution Notice: Request for
Submissions- Deadline February 12, 2026.**

Fowler/Moore: VOT 0024/2026

THAT these correspondence items be received.

CARRIED

Moore/Northcott: VOT 0025/2026

THAT correspondence items #1 and 4 be pulled for discussion.

CARRIED

**L1 December 8, 2025 letter from Madisyn Foster to Council Re: Request for
Skate Park.**

Councillor Lenahan and Councillor Moore spoke to this correspondence item. Council acknowledged the community's interest in improving recreational infrastructure and Councillor Moore agreed to draft a response letter explaining current financial constraints and openness to future exploration, with staff to investigate grant opportunities at a later date.

**L4 December 3, 2026 email from Natalie Groulx, Acting Conservation Director,
Ocean Program CPAWS-BC to Mayor Davis and Council Re: Request for
support for BC Coastal Marine Strategy (CMS) and accompanying legislative
framework.**

Council agreed to send a letter of support for the BC Coastal Marine Strategy, recognizing the Village's role as a small coastal community and referencing previous advocacy for marine conservation areas.

Lenahan/Moore: VOT 0026/2026

THEREFORE BE IT RESOLVED THAT Council directs Mayor Davis to urge the Provincial Government to enshrine the BC Coastal Marine Strategy into law.

CARRIED

M. New Business

- 1 Motion Re: 2026 LGLA Leadership Forum- March 11-March 13, 2026 in Vancouver (attendee cost \$495).**

WHEREAS the Local Government Leadership Academy registration is now open;

THEREFORE BE IT RESOLVED to enroll available/ interested members of Tahsis Council to all for a strong finish to the 2022-2026 term.

Moore/Lenahan: VOT 0027/2026

THAT this motion be received for consideration.

CARRIED

Council discussed the merits and costs of sending representatives to the 2026 LGLA Leadership Forum.

Moore/Fowler: VOT 0028/2026

THAT Council send Councillor Ryan Moore and Councillor Sarah Fowler to the 2026 LGLA Leadership Forum.

CARRIED

- 3 Report to Council Re: Write-off Property Taxes - Abandoned/ burned manufactured home at Rugged Mountain Mobile Home**

Moore/Lenahan: VOT 0029/2026

THAT this Report to Council be received.

CARRIED

The Director of Finance presented a report seeking Council's approval to request ministerial permission to write off unpaid property taxes for a burnt and abandoned manufactured home and to facilitate demolition and address safety concerns.

Moore/Lenahan: VOT 0030/2026

THAT option #1 be approved (that Council requests the Minister to confer the power to the Council for the Village of Tahsis, pursuant to Section 781 of the Local Government Act, to write off unpaid property taxes, plus applicable penalties and interest, of the following property : roll # 801000060).

CARRIED

N. Public Input #2

A member of the public commented on agenda item "H7" options for utilization of the remaining Housing Capacity Funding.

A member of the public commented on potential options and locations for a "skate park" in Tahsis.

A resident commented on his property assessment values.

Public Exclusion

Moore/Lenahan: VOT 0031/2026

THAT this meeting is closed to the public in accordance with section 90 (1) (c) of the Community Charter- labour relations or other employee relations.

CARRIED**Recess**

Moore/Lenahan: VOT 0032/2026

THAT the Regular Council Meeting recess at 9:12 p.m. to go into the in camera meeting.

CARRIED**Reconvene**

Moore/Northcott: VOT 0045/2026

THAT the Regular Council Meeting reconvene at 10:35 p.m.

CARRIED**O. Adjournment**

Moore/Northcott: VOT 0046/2026

THAT the meeting be adjourned at 10:36 p.m.

CARRIED

Certified Correct this

20th day of January 2026

Chief Administrative Officer



Minutes		Village of Tahsis
Meeting	Committee of the Whole- Budget Meeting #3	
Date	January 7, 2026	
Time	1 p.m.	
Place	Municipal Hall - Council Chambers and by electronic means	

Present	Mayor Martin Davis Councillor Cheryl Northcott Councillor Brenda Lenahan Councillor Ryan Moore	by video
Absent	Councillor Sarah Fowler	
Staff	Mark Tatchell, Chief Administrative Officer Adia Mavrikos, CPA, CA, Director of Finance Janet StDenis, Corporate Services Manager	by video by video
Public	2 members of the public	1 by video

Call to Order

Mayor Davis called the meeting to order at 1:00 p.m.

Land Acknowledgement

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

Introduction of Late Items

None.

Approval of the Agenda

Moore: COW 0008/2026

THAT the Agenda for the January 7, 2026 Committee of the Whole meeting be adopted as presented.

CARRIED

M. New Business

1 2026-2030 Financial Plan/ Budget Meeting #3

Moore: COW 0009/2026

THAT this presentation be received.

CARRIED

The Director of Finance provided council with an overview of the 2026 budget planning process, outlining the schedule of upcoming meetings and the requirement to adopt a financial plan before May 15, 2026.

The 11-month operating results for 2025 were reviewed and the revenue and expense variances were highlighted. Next, the proposed 2026 operating budget was presented to Council, highlighting expenditure increases resulting from the municipal election, staff wages increases (COLA), benefit increases and long-term debt servicing costs.

The proposed "paving project" was discussed .

A 15% increase to the sewer rate was proposed to address increased labour costs and increased debt repayment costs. A 7% increase to water user fee was proposed to cover the reservoir cleaning costs and a slight increase to labour costs.

The Director of Finance presented the 5-year capital plan, reviewing ongoing and new capital projects, funding sources, and the allocation of reserve and grant funds. The Director of Finance clarified the distinction between capital and operating expenditures, noting that improvements extending asset life are capitalized, while routine maintenance is an operating expense; this affects the funding eligibility and reserve usage. The current reserve balances will be presented at the next budget presentation on January 21, 2026.

An analysis of the 2026 completed property assessment roll, the resulting tax shifts among property classes and the projected impact of tax and user fees on average households was presented. The average single-family home will see a \$37 increase in taxes due to property class assessment shifts, resulting from a 2.4% average increase in assessed value.

Council discussed a possible property tax rate increase of 12.7%.

Council explored options for reducing the proposed tax increase to 8 or 10% by considering service level adjustments, potential cuts to services or personnel, and the deferral or reallocation of capital expenditures.

After extensive discussion, Council concluded that there was little room for further cuts without significantly impacting services or community assets, and tentatively agreed to proceed with the proposed 12.7% tax increase and user fee hikes while deferring the "paving project" decision to the next meeting.

Council discussed methods to improve public awareness and engagement regarding budget decisions, including the use of Alertable notifications, a newsletter and the scheduling of public input sessions.

Council agreed to move the February 18th Budget meeting from 1 p.m. to 7 p.m. to facilitate greater public participation.

Moore: COW 0010/2026

THAT Staff draft proposed changes to the procedure bylaw for posting council meeting dates using Alertable.

CARRIED

Moore: COW 0011/2026

THAT the meeting be opened up to public input.

CARRIED

The Director of Finance responded to budget questions from a member of the public.

Adjournment

Moore: COW 0012/2026

THAT the meeting adjourn at 4:06 p.m.

CARRIED

Certified correct this
20th day of January, 2026

Corporate Officer

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: January 20, 2026

Re: Standing Committee for Business Liaison – Annual Review of Objectives and Scope

PURPOSE OF REPORT:

This report is intended to support Council's annual review of the Standing Committee for Business Liaison's objectives and scope.

BACKGROUND

To implement item 1.2.2 of the Strategic Economic Development Plan (Action Plan), Council established the SCBL at its August 6, 2024 regular meeting. The Terms of Reference state:

8. Annual Review

- *The committee's objective and scope will be reviewed annually by Council. Changes to the terms of reference can be effected by Council resolution at any time.*

The annual review date was August 6, 2025, so this review is overdue and, therefore, time sensitive.

DISCUSSION

As per the Terms of Reference, the SCBL's objectives, are:

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.

What follows is an analysis of the SCBL's effectiveness and efficiency which Council may choose to adopt, in whole or in part, as its annual review. Or, alternatively, Council can initiate its own annual review using a different framework with different criteria.

Review of the SCBL's Objective

The Objective statement in the Terms of Reference contains two distinct objectives:

Sub-Objective 1: Interacting with Mayor and Council to Develop Dialogue for the Strategic Economic Development Plan (SEDP).

Sub-Objective 2: Development and Delivery of Education/Training Opportunities for Local Business Owners

In the sections below, criteria for assessing the committee's effectiveness and efficiency are proposed, followed by a summary assessment of the committee's success in meeting the criteria.

Sub-Objective #1:

Interacting with Mayor and Council to Develop Dialogue for the Strategic Economic Development Plan (SEDP).

Effectiveness criteria: were the right things achieved?

- Formal adoption by Council of updates to the SEDP
 - *TBD as the SEDP draft update has not been reviewed by the SCBL and received and considered by Council*
- Council referencing the SCBL's work in public debates and motions
 - *Since the SCBL was established, Council has passed one motion in relation to the SCBL's work. On October 7, 2025 Council passed a motion establishing the process for updating the SEDP and the review and approval process.*
- Strategic alignment between the updated SEDP and the current economic and business climate challenges
 - *TBD as the updated SEDP has not been reviewed by the SCBL and received and considered by Council.*
- Two-way communication between the SCBL and Mayor and Council
 - *SCBL meeting minutes are reviewed and approved by Council.*
 - *The SCBL Chair and Vice-Chair are members of Council and through those roles provide a channel of communication between Council and the SCBL.*

- SCBL provides concise, well-researched and actionable recommendations.
 - *Council received and approved the survey analysis and community consultation report. The updated SEDP has not been received and considered by Council.*

Efficiency criteria - was the process smooth and resource-smart?

- Clear feedback loops between SCBL and Council, e.g., standardized reporting by the SCBL to Council.
 - *SCBL meeting minutes are presented to Council for review and approval.*
- Meeting and agenda efficiency – preparation of focused materials SCBL meetings
 - *Staff prepared agendas, minutes and meeting materials in advance for meetings. Late items from SCBL members were added to the SCBL May and June meeting agendas.*
- Staff resource optimization – SCBL complements, not duplicates, staff analysis and reports.
 - *The updated SEDP is being prepared by staff, as per Council decision. It will be presented to the SCBL for review and comment and to Council for approval.*
 - *The resource utilization is discussed in the Staff Resource Implications section below.*

Sub-Objective #2

Development and Delivery of Education and Training Opportunities for Local Business Owners

Effectiveness criteria – did it make a difference for businesses?

- Participant satisfaction and learning
 - *No education and training opportunities were held*
- Business owners applied learnings to their businesses (e.g., implemented new marketing plan)
 - *Not applicable since no education and training opportunities were held*
- Business health indicators (e.g., self-reported improvements in revenue, new hires, etc.)
 - *Not applicable as no education and training opportunities were held*
- Reach and inclusiveness of education and training opportunities
 - *Not applicable as no education and training opportunities were held*
- Needs assessment alignment (education topics directly tied to business needs)
 - *Not applicable as no education and training opportunities were held*

- Addressing barriers (programs specifically targeting know barriers)
 - *Staff presented to the SCBL reports on the Municipal Regional Destination Tax, the Short Term Rental Registration Program, and Chamber of Commerce information*
- Partnership leverage (collaboration with industry associations and government programs).
 - *The SCBL discussed the option of establishing a Chamber of Commerce.*

Efficiency criteria – were programs delivered well using operational metrics?

This is not applicable as no education and training opportunities were held.

A review might also look at the SCBL's overall effectiveness and efficiency, by considering these questions.

Overall Effectiveness:

- Do Mayor and Council and the local business community see the value of the SCBL's work?
- Is there alignment between the SCBL's activities and the SEDP's goals and the Village's broader strategic priorities?
- Is the SCBL adaptive to changing it's focus, as needed, based on evaluation input and changing economic conditions?

Overall Efficiency:

- Do the meetings result in clear outcomes?
- Does the SCBL understand it's advisory role vs. staff's operational role?
- Is the workplan focused and realistic?
- Does Council believe there is a high value return on investment of public money on the SCBL, in considering, metrics like: businesses helped, policies influenced, when balanced against total costs (staff time and materials)? (See Staff Resource Implications below)

Summary of the Evaluation of the SCBL Achieving its Objective:

Effective committees are those which can demonstrate a clear chain from dialogue > recommendation > policy/budget change > business outcome, while using resources wisely.

Since it's establishment on August 6, 2024, the SCBL's primary activity was the community consultation and survey for the update to the SEDP. The primary outcome has been the report on these activities. So, based on this model, the SCBL over 18 months has moved from dialogue to recommendation.

Review of the SCBL's scope

- Long term planning and development initiatives including updates to the Official Community Plan and zoning bylaw amendments.
 - *Was not addressed by the SCBL*
- North Island Digital Development Initiative and any other connectivity opportunities arising from Connected Coast.
 - *The SCBL did not consider the role of connectivity and technology in economic development.*
- Lobbying the Province of BC to improve both capital investment in and ongoing maintenance of the Head Bay Road.
 - *May be included in the SEDP update*
- Identifying funding opportunities and grants for business development.
 - *This was an agenda item at the SCBL's January 6, 2026 meeting*
- Considering information, suggestions and recommendations for economic development and business growth.
 - *Work is underway on preparing the update to the SEDP*

POLICY/LEGISLATIVE REQUIREMENTS:

Community Charter, (SBC 2003) Chapter 26

Council Procedure Bylaw, No. 495, 2012 (consolidated)

STAFF RESOURCE IMPLICATIONS:

The SCBL held 13 meetings in 2025, which was 20% of all meetings held by Council.

The staff resources to support the SCBL in 2025 were as follows:

- 8 hours of administrative staff time/meeting = 104 hours (3 weeks of staff time)
- 10% - Finance and Corporate Services Manager's time
- 10% - CAO's time
- 25% - Economic Development Coordinator's time

In 2026, 350 hours (minimum) of administrative staff time is budgeted to support the General Local Election. No additional staff will be hired for this function, so this place an additional burden on the existing administrative staff. If Council decides after the review to continue the SCBL with the same number of meetings, additional staff resources will be required which will place an additional pressure on the 2026 operating budget. If Council decides to dissolve the SCBL, staff will continue to work on the update to the SEDP and present a draft to Council at a February 2026 Council meeting.

OPTIONS/ALTERNATIVES

Council can deem the receipt and consideration of this report as satisfying the annual review requirement, or schedule another meeting to conduct the review. If Council is satisfied that this report and Council's discussion constitutes the review, Council has the following options:

1. Deem the receipt and consideration of this staff report as satisfying the annual review requirements of the SCBL's Terms of Reference.
2. Schedule a Council meeting to conduct the annual review of the Objective and Scope of the SCBL.
3. Continue the SCBL with changes/no changes to the Objectives and Scope in the Terms of Reference and with the same/more/fewer number of meetings.
4. Dissolve the SCBL.
5. Dissolve the SCBL and establish an Ad Hoc Committee to review and provide input on the updated SEDP.
6. Any other option that Council deems appropriate.

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 Deem the receipt and consideration of this staff report as satisfying the annual review requirements of the SCBL's Terms of Reference; and

Option 4: Dissolve the SCBL due to the staff resources required to support it and the lack of funding to hire additional staff.

Respectfully submitted:



Mark Tatchell, CAO



Fw: Tahsis Feedback - SAP Proposed Changes



From: Erin Murphy <erinm@nookamarineadventures.com>
Sent: Saturday, January 10, 2026 3:47:26 PM
To: Mayor Davis <Mayor@villageoftahsis.com>; Ryan Moore <RMoore@villageoftahsis.com>; Mark Tatchell <MTatchell@villageoftahsis.com>; Sarah Fowler <SFowler@villageoftahsis.com>; Brenda Lenahan <BLenahan@villageoftahsis.com>
Subject: Tahsis Feedback - SAP Proposed Changes

Hello Leaders of Tahsis,

I am reaching out to check in regarding the proposed changes to the Salmon Allocation Policy by the department of Fisheries & Oceans. As a resident of Tahsis, I understand the implications of the proposed SAP changes and how devastating and detrimental they could be if implemented. Our village is deeply connected to the surrounding land and waters, which shape both our local identity and our way of life.

Recreational salmon fishing plays a central role in Tahsis' economy and is a significant economic driver across Nootka Sound. All of our local businesses, including guiding services, lodges, fish processing facilities, accommodations, resorts, cafés, and restaurants, depend on the anglers drawn to the area's Chinook and Coho salmon fisheries. The employment and economic activity supported by recreational fishing are critical to the resilience of our community, providing stable livelihoods and sustaining economic activity in a remote coastal region.

Equally important, recreational salmon fishing is an integral part of Tahsis' social and cultural identity. For generations, people have gathered on our coastal waters and inlets, building relationships, sharing knowledge, and carrying forward longstanding traditions. These experiences contribute meaningfully to community well-being by promoting outdoor activity, strengthening social connections, and reinforcing a shared sense of pride in our coastal way of life.

I respectfully encourage Council to submit letters in support of maintaining priority access for recreational salmon fisheries as part of the Salmon Allocation Policy review. Clear and unified advocacy from municipal leadership is essential to ensure that the voices of rural coastal communities are heard. Council's engagement will reinforce the economic, social, and cultural importance of recreational fishing to our region and help ensure that the interests

of our community are fully considered in this policy process. I have included the communication (with permission) being sent on behalf of Gold River. Please let me know if there are further steps I should be taking, or alternatively, any assistance I can offer!

Sincerely,

Erin Murphy

Moutcha Bay Resort Manager
Nootka Marine Adventures

Direct: (250) 871-3271
Toll Free: (877) 337-5464
Fax: (250) 337-5231

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#211C – 750 Comox Rd
Courtenay, BC V9N 3P6

nookamarineadventures.com



A [Security Properties](#) property.

DFO.SAPReviewBC-PASRevueBC.MPO@dfo-mpo.gc.ca

January 5, 2026

Subject: DFO SAP Review “Consultation Process” Input

Submitted on behalf of the Mayor and Council of the Village of Gold River

Attention: DFO SAP Review Public Consultation Team

On behalf of the Village of Gold River, I am writing to express our community’s perspective on the proposed changes to the Salmon Allocation Policy. Nestled on the rugged west coast of Vancouver Island, Gold River is a unique rural coastal community renowned for its world-class salmon fishing and pristine natural environment. Our village is defined by its strong connection to the land and waters, which shape both our local identity and our way of life.

Recreational salmon fishing is a cornerstone of Gold River’s economy and a critical economic driver for Nootka Sound. Local businesses, from guiding outfits and Lodges to accommodations, resorts, and restaurants, depend heavily on the influx of anglers drawn to our region’s Chinook and Coho salmon runs. The resulting employment opportunities and economic activity are vital for the sustainability of our small community, providing livelihoods for residents and supporting local growth.

Beyond economic benefits, recreational salmon fishing is deeply woven into the social and cultural fabric of Gold River. Generations have gathered on our rivers and inlets, forging bonds, passing down traditions, and nurturing a sense of belonging. Recreational fishing contributes significantly to community well-being, offering a healthy outdoor activity that builds resilience, pride, and connection among residents and visitors alike.

The Village of Gold River and community organizations are also committed to environmental stewardship. Local annual fishing derbies that raise funds for stewardship and collaborative habitat restoration projects exemplify the responsible management and conservation ethic that are central to our community values. These initiatives help ensure the long-term health of salmon populations and the ecosystems upon which they depend.

In light of these considerations, we respectfully request that priority access for recreational fishers to Chinook and Coho salmon be maintained in the Salmon Allocation Policy. The economic, social, cultural, and environmental benefits of recreational fishing in Gold River are substantial and warrant full consideration in the policy review process. We urge DFO policymakers to recognize the unique character and needs of rural coastal communities like ours as you deliberate on these important changes.

Thank you for your attention to this matter and for your ongoing commitment to sustainable fisheries management. We appreciate the opportunity to contribute our perspective and look

forward to a policy outcome that supports the continued well-being of Gold River, Nootka Sound, and similar communities across coastal BC.

Sincerely,

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Kyle Wilkinson, Fire Chief / EPC

Date: January 5, 2026

Re: Fire Incident Update

PURPOSE OF REPORT:

To provide Council with a summary of the fire incidents that have occurred in the Village over the last 24 months.

BACKGROUND:

The Tahsis Fire Rescue Department is established through the Fire Protective Services and Regulation Bylaw No. 621, 2019. The purpose of the bylaw is to establish a fire department and provide fire protection, fire prevention, suppression and rescue. Additionally, by Council Resolution February 16, 2016, council has adopted the “Exterior Attack” level of service for the fire department.

FIRE INCIDENTS INFORMATION:

Since September 2023, the Tahsis Fire Rescue Department (TRFD) has responded to 12 incidents which were reported to the British Columbia Office of the Fire Commissioner (BCOFC) as Structure Fires.

Each fire has been investigated and the causes are identified below.

- | | | |
|---|---|---|
| • Electrical | - | 3 |
| • Incendiary | - | 3 |
| • Improperly Disposed Smokers Materials | - | 2 |
| • Unattended Cooking | - | 2 |
| • Chimney Fire | - | 1 |
| • Unattended Candle | - | 1 |

12

These 12 fires have resulted in over \$2.7 Million of lost property & contents.


The 3 fires deemed to be incendiary are currently still under investigation by the RCMP.

Of particular concern is that in only 2 of these 12 fires did the premises have working smoke detectors.

During 2026, the Tahsis Fire Rescue Department will continue their fire prevention efforts. This will include the door-to-door smoke detector campaign, which commenced in 2025. Additionally, a public meeting is being planned for late January / early February where the community may attend to learn more about fire prevention.

*Remember, **ONLY WORKING SMOKE DETECTORS SAVE LIVES.***

Respectfully submitted:



Kyle Wilkinson, Fire Chief / EPC

Approved for Council's consideration



Mark Tatchell
Chief Administrative Officer

HVAC system repairs

- Diagnose and repair hot water circulation pumps and boiler (integrated into the HVAC system) which is part of the air re-circulation system. (Until this repaired, the pool cannot open, as per *Public Health Act, Pool Regulation: Section 13(2)(a)* which stipulates that persons must be removed from the pool and deck whenever possible if the recirculation system is not working properly.)

POLICY/LEGISLATIVE REQUIREMENTS:

Public Health Act, Pool Regulation: Section 13(2)(e)

Operators must ensure pools are kept in good repair so that no health hazard exists. Operators must also ensure that pools are maintained on a regular basis by a qualified person. A “qualified person” is someone who has taken an appropriate program of instruction in pool maintenance (e.g., courses provided by the BC Recreation and Parks Association) or has the equivalent combination of knowledge and skills.

The Village of Tahsis has staff who are trained and certified as Pool Operators in accordance with this regulation.

FINANCIAL IMPLICATIONS:

Staff will prepare a workplan and budget for these repairs. Council has notionally approved \$175,000 for the 2026FY for repairs to the facility.

STRATEGIC PRIORITY:

Yes.

Rec Centre improvements through a 3 year capital plan budget commitment focusing on repairing water damage and structural elements.

Respectfully submitted:



Mark Tatchell, CAO

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: January 20, 2026

Re: Preliminary scope of repairs to the Tahsis Recreation Centre swimming pool complex: FOR INFORMATION ONLY.

PURPOSE OF REPORT:

This report describes the key components of the repair work required to safely and legally re-open the Recreation Centre pool.

SCOPE DESCRIPTION

Outer roof repairs

- Inspect and repair the roof deck (attic floor) where mechanical equipment is stored. (Water is also leaking from the HVAC equipment into the swimming pool and is causing extensive mold damage throughout the pool area and other areas of the facility.)

Structural repairs

- Inspect and repair/replace the roof structural elements compromised by water damage.
- Inspect and repair/replace the roof deck which is not constructed to meet the load rating requirements of the equipment stored. The roof deck structure may also be compromised by water damage due to the roof leak and/or water leaking from the HVAC equipment.

Mold remediation

- Walls and other features with mold contamination to be replaced or repaired, if possible. Mold is present throughout the pool area, the lifeguard office, change rooms, sauna and other areas adjacent to the pool. (The new pool tarp is being installed this week which will mitigate evaporation and, therefore, future mold contamination.)

HVAC system repairs

- Diagnose and repair hot water circulation pumps and boiler (integrated into the HVAC system) which is part of the air re-circulation system. (Until this repaired, the pool cannot open, as per *Public Health Act, Pool Regulation: Section 13(2)(a)* which stipulates that persons must be removed from the pool and deck whenever possible if the recirculation system is not working properly.)

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Mark Tatchell, CAO