



AGENDA

**Regular Meeting of the Village of Tahsis Council
to be held on January 6, 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#**

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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

C. Approval of the Agenda

D. Petitions and Delegations **John Falavolito, Owner of Westview Marina and Lodge Re: The Department of Fisheries (DFO) is seeking a change in the Salmon Allocation Policy (SAP).**

E. Public Input #1

F. Adoption of the Minutes

- 1 December 2, 2025 Committee of the Whole Meeting Minutes.**
- 2 December 2, 2025 Standing Committee of the Business Liaison Minutes.**
- 3 December 2, 2025 Regular Council Meeting Minutes.**
- 4 December 3, 2026 Committee of the Whole Meeting Minutes.**
- 5 December 9, 2026 Committee of the Whole Meeting Minutes.**

G. Rise and Report

At the December 4th, 2026 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.

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.
- 3**
- 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.

H. Business Arising

- 1 Report to Council Re: Housing Capacity Funding**
- 2 Federation of Canadian Municipalities (FCM) 2026-2027 Membership**
- 3 Report to Council Re: Island Coastal Economic Trust (ICET) – Capital and Innovation Funding for the Tahsis Marine Gateway Project**
- 4 Report to Council Re: SPARC Grant Application.**
- 5 Report to Council Re: Financial Services Contract Award**

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

J. Council Reports

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

K. Bylaws

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

L. Correspondence

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

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

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

4 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.

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

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.

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

Public Input # 2

Public Exclusion

Recess

Reconvene

Rise and Report

O. Adjournment



Wish to speak to the Major & Council of the Village of Tahsis as a delegation

From john@westviewmarina.com <john@westviewmarina.com>

Date Wed 12/17/2025 2:10 PM

To Reception Account <Reception@villageoftahsis.com>

Cc Janet St. Denis <J.St.Denis@villageoftahsis.com>; Gibran White <gibranwhite08@gmail.com>

Major and Council of the Village of Tahsis

We wish to speak to the Major & Council of the Village of Tahsis as a delegation at the January 6, 2026 meeting.

Subject:

The Department of Fisheries (DFO) is seek a change in the Salmon Allocation Policy (SAP)

See attachment previously sent by email

Proposed Action:

DFO has a review process in place where by organization, companies, indivual and incorporated cities, villages, etc. can respond by email thoughts on the changes proposed in the SAP.

The link for the DFO SAP review and commits is:

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

Comments by email no later than January 9, 2026

If the revised SAP were to go forward as propose there would be serious negative effects to the social-economic fabric of Tahsis and most who live, work, visit and do business in Tahsis. We are asking that the Village of Tahsis respond with their concerns for the Citizens, Fishers and the Businesses of Tahsis.

Delegation:

Sports Fish Advisory Committee (SFAC) of Area 25 (Esperanza & Nootka)

Spokesperson- Gibran White Elected Chairman of the Area 25 SFAC & General Manager of Westview Marina & Lodge.

775 S. Maquinna Dr, PO BOX 370, Tahsis, BC V0P 1X0 250 202 3388 cell

Subject detailed attachment to follow.

John Falavolito Owner of Westview Marina & Lodge **250 287 1394**

john@westviewmarina.com N49*55'31 W126*39'78.5

Serving the Vacationing, Cruising, Adventure Seeking and Fishing Public for 32 yr



Fw: SAP Subject Attachment for January 6, 2026 Council meeting

From john@westviewmarina.com <john@westviewmarina.com>

Date Wed 12/17/2025 1:53 PM

To Reception Account <Reception@villageoftahsis.com>

Cc Janet St. Denis <J.St.Denis@villageoftahsis.com>

To Major & Council

John Falavolito Owner of Westview Marina & Lodge **250 287 1394**

john@westviewmarina.com N49*55'31 W126*39'78.5

Serving the Vacationing, Cruising, Adventure Seeking and Fishing Public for 32 yr

**SALMON ALLOCATION POLICY Review Process Attachment
MATERIALS AND IMPLICATIONS**

A broader consultation stage of the British Columbia Salmon Allocation Policy Review process, which initiated in 2018, has been launched by Fisheries and Oceans Canada (DFO).

The objective of this consultation is to review the 1999 An Allocation Policy for Pacific Salmon (“Salmon Allocation Policy” or “SAP”) and inform the development of recommendations for a renewed policy that would apply to British Columbia.

The SAP Consultation Package, which includes the [DFO Discussion Paper: Perspectives and Recommendations from the Review of the 1999 Allocation Policy for Pacific Salmon in British Columbia](#), was released on December 1, 2025. The document summarizes key themes and perspectives from the review process that may be refined based on the feedback received. The document also includes a link to the BC SAP Review Terms of Reference for further context.

PROVIDE FEEDBACK BY JANUARY 9!

Your feedback to DFO on the discussion paper document—highlighting the importance of predictable and reliable access to sustainable salmon fisheries for both your citizens and the recreational sector—is important and strongly encouraged. Please submit your comments by email through [this link](#) or to DFO.SAPReviewBC-PASRevueBC.MPO@dfo-mpo.gc.ca by no later than **January 9, 2026**.

Send Response Link Attached Here

<https://www.salmonforever.ca/>

Hello From Area 25 Esperanza & Nootka

Sport Fish Advisory Committe (SFAC) .

Extremely important message and your response is very much appreciated!!

Attached are excerpts from a presentation put together by Sport Fishing Institute (SFI).

Also input by your local SFAC & South Coast Sport Fish Advisory Board (SFAB)

The Department of Ocean and Fisheries (DFO) is asking for YOUR feedback as they are

considering, rewriting the,

Current Salmon Allocation Policy. (SAP)

Allocation must continue to follow the established hierarchy of priorities set out in the 1999 Salmon Allocation Policy: **(local SFAC, SFAB, SFI)**

- 1. Conservation: Ensure sufficient fish reach the spawning grounds.**
- 2. First Nations Food, Social, and Ceremonial (FSC): Constitutionally protected access and harvest.**
- 3. Treaty-based or legally defined First Nations commercial fisheries (inserted here as a result of the Ahousaht decision)**
- 4. Public Recreational: Priority access to Chinook and Coho—the two species that drive the recreational salmon fishery.**

- 5. **General Commercial Fisheries: Access to Chinook and Coho only after the above priorities are met. Access to Pink, Chum, and Sockeye remains prioritized for the commercial sector, though in a modified form relative to the 95% priority outlined in the 1999 SAP.**

The discussion is currently to move #4 to last place

It is absolutely crucial that responses are submitted before January 9, If you would like to protect your citizens right to have access to recreational sport fishing, we ask you to act now!!!

Link to the FULL SFI presentations-<https://www.salmonforever.ca/>

The deadline for public response is January 9, 2026.!!

Excusive review of SFI presentation below:

The Sport Fishing Institute of BC (SFI)

Since 1980 the Sport Fishing Institute of BC (SFI) has represented the interests of over 350,000 tidal water recreational anglers and related businesses to elected officials, management agency staff, other fishery sectors and the non-angling public. We work to raise issues of critical importance to BC’s sport fishing industry with decision makers in Municipal, Provincial, Federal and First Nations governments in Canada.

The following subject matter is in the majority excerpts from the SFI "Salmonforever" presentation.

CONSERVING OUR SALMON. (SFI)

SUSTAINING OUR ECONOMY.

RESPECTING OUR HISTORY.

Salmon fishing has been integral to life in British Columbia for millennia. From the sustenance fishing practiced by First Nations through to a rich history of fishing commercially and by recreational anglers, our fish and fishing heritage runs long and deep. Protecting our salmon, our communities, and our shared future in BC relies on respecting and maintaining a sustainable and balanced approach to the management of marine and aquatic resources

British Columbia Sport Fishing Highlights (SFI)

British Columbia is BUILT on Fish and fisheries (SFI)

For informed planning and decision-making, it is essential to understand the economic impact and contributions of the public fishery in British Columbia and across Canada. Fisheries and Oceans Canada and the Province of BC conduct surveys to gather data on catch and spending in BC’s recreational fishing sector. Over the past 25 years, BC's public fishery has contributed an average of \$643 million in GDP and \$1.276 billion in total revenues annually, providing approximately 9,100 jobs, and supporting 650,000 recreational fishing licence purchases every year, along with their families, and the businesses that benefit from fishing-related tourism and activity.

Recreational fishing in British Columbia is the most profitable and inclusive sector of the fishing industry, generating economic, social, and cultural benefits without government subsidies. Unlike the commercial fishery, which increasingly depends on public funding to remain viable, the recreational sector is self-sustaining. While access to harvest is a critical component, the recreational fishing sector thrives on expectations and reliable opportunities for participation. Its broad public engagement and economic benefits, and commitment to conservation make recreational fishing a vital and resilient contributor to BC's communities and coastal economy.

How to Help Our Salmon NOW (SFI)

Looking ahead, we hope to see action that reflects the discussion and studies that have determined there is a proven strategy, Mark Selective Fisheries (fin clipped hatchery salmon), that can be implemented in the short, medium, and long term that will improve and rehabilitate stocks of concern while preserving and improving critical recreational fishery opportunity. These adjustments include moving harvest away from stocks of concern and on to hatchery fish. This would be most effective if all hatchery salmon produced in B.C. waters were fin clipped and therefore easily identified, something already in place in Washington State and planned for Alaska. Enhancement of existing, and identification of new hatchery stocks should be considered in a responsible manner, using guidance provided by the Wild Salmon Policy. Addressing area and time specific predator control of seals and sea lions would aid in the survival of millions more Chinook.

THE PUBLIC FISHERY (SFI)

The sport fishery in BC is how the public exercises its common law right to access the common property fishery resources that the Government of Canada has the responsibility to manage to the benefit of all Canadians. **We encourage all respondents to use that term to remind DFO and others that our fishery is inclusive, sustainable, and beneficial to Canada.**

Please respond By January 9,2026

Thank You from:

Area 25 Esperanza and Nootka SFAC & the citizens & businesses of Tahsis

John Falavolito Owner of Westview Marina & Lodge **250 287 1394**

john@westviewmarina.com N49*55'31 W126*39'78.5

Serving the Vacationing, Cruising, Adventure Seeking and Fishing Public for 33yr



Minutes

Village of Tahsis

Meeting	Committee of the Whole
Date	December 2, 2025
Time	9:00 a.m.
Place	Municipal Hall - Council Chambers and by electronic means

Present	Mayor Martin Davis Councillor Sarah Fowler Councillor Cheryl Northcott Councillor Ryan Moore	by video
Absent	Councillor Brenda Lenahan	
Staff	Mark Tatchell, Chief Administrative Officer Janet StDenis, Corporate Services Manager Amanda Knibbs, IT Coordinator	by video by video
Guests	Rowena Narayan, ICBC, Road Safety and Community Coordinator, Vancouver Island & Powell River Magaret Gibbs, ICBC, Road Safety Engineer, Vancouver Island	by video by video
Public	2 members of the public.	1 by video

Call to Order

Mayor Davis called the meeting to order at 9:00 a.m.

Land Acknowledgement

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

Approval of the Agenda

Fowler: COW 0137/2025

THAT the Agenda for the December 2, 2025 Committee of the Whole Council Meeting be adopted as presented.

CARRIED

M. New Business

- ICBC Road Safety Programs – Presentation and Discussion.**

Fowler: COW 0138/2025

THAT this information be received.

CARRIED

Council discussed road safety concerns in Tahsis, focussing on speeding in school and playground zones, hazardous conditions on Head Bay Forest Service Road, and the challenges of collecting accurate crash data with Margaret Gibbs and Rowena Narayan from ICBC.

Margaret Gibbs discussed with council the implementation of speed management tools such as speed reader boards , "Black Cat" speed monitors and the potential installation of a raised crosswalk. Margaret Gibbs committed to liaising with the CAO to discuss and pursue ICBC funding and technical support for installing a speed reader board and/ or a Black Cat speed monitor, and for engineering and funding a raised crosswalk in front of the school.

Rowena Narayan outlined a range of ICBC supported, community education and safety initiatives, including signage, school presentations, reflective materials, and programs targeting impaired and distractive driving.

Council members also raised concerns about bicycle and e-bike safety and helmet accessibility. Rowena Narayan described ICBC's community grants program and agreed to raise the issue with the program manager to seek funding for helmet distribution.

There was a question regarding accessing crash data. Margaret Gibbs noted the recent improvement to accessing ICBC's crash data for Tahsis, following the retirement of the Crash Wizard system and the transition to more straightforward data delivery by Excel files and FTP links.

Adjournment

Moore: COW 0139/2025

THAT the meeting adjourn at 10:51 a.m.

CARRIED

Certified correct this
6th day of January, 2026

Corporate Officer



Village of
Tahsis

Minutes

Meeting Standing Committee of Business Liaison
Date December 2, 2025
Time 10:00 a.m.
Place Municipal Hall - Council Chambers and by electronic means

Committee Members Councillor Ryan Moore, Committee Chair
 Councillor Brenda Lenahan, Committee Vice Chair by video
 Linda Jordan, Local Business Community Representative
 Sheryl Roger, Local Business Community Representative
 Dan Dahling, Local Business Community Representative

Absent Amit Sharma, Local Business Community Representative

Council Mayor Martin Davis
 Councillor Sarah Fowler

Staff Mark Tatchell, Chief Administrative Officer (Ex Officio)
 Paige Sawyer, Economic Development Coordinator (Ex Officio) by video
 Janet StDenis, Corporate Services Manager (Ex Officio) by video
 Amanda Knibbs, IT Coordinator by video

Guest Mr. Tony Ellis, Past President, Tahsis Chamber of Commerce

Public None.

Call to Order

Councillor Moore called the meeting to order at 10:00 a.m.

Land Acknowledgement

Councillor Moore acknowledged and respected that the Standing Committee of Business Liaison is meeting upon Mowachaht/Muchalaht territory.

Introduction of Late Items

None.

Approval of the Agenda

Dahling: COW 0140/2025

THAT the Agenda for the December 2, 2025 Standing Committee of Business Liaison be adopted as presented.

CARRIED**H. Business
Arising****1 Tahsis Chamber of Commerce- Status Update****Dahling: COW 0141/2025**

THAT the Standing Committee of Business Liaison engage in a discussion with Mr. Tony Ellis regarding the status of the Tahsis Chamber of Commerce.

CARRIED

Mr. Tony Ellis, Past President of the Tahsis Chamber of Commerce provided the committee with a detailed account of the Tahsis Chamber of Commerce's history, including its active years, decline due to lack of local business participation, the challenges in maintaining an executive team as local businesses closed or lost interest and its current status and finances.

The committee discussed the potential pathways for reviving the Tahsis Chamber of Commerce which included the potential merger and collaboration with the Gold River Chamber of Commerce.

The committee debated whether activities related to reviving the Tahsis Chamber of Commerce fall within the committee's scope.

The committee emphasized the need for all committee members to bring back proposed changes to the Standing Committee of Business Liaison's terms of reference to the next meeting, aiming to better define the committee's objectives, frequency of meetings and areas of focus.

2 Fundraising for Village Projects that align with the Village's Strategic Economic Development Plan**Dahling: COW 0142/2025**

THAT the Standing Committee of Business Liaison discuss fund raising avenues to fund projects within the Village that align with the Village of Tahsis' Strategic Economic Development Plan.

CARRIED

The committee discussed various fundraising mechanisms and grants to support village beautification and economic development projects.

3 Business Licences - Discussion

Dahling: COW 0143/2025

THAT the Standing Committee of Business Liaison discuss the pro's and con's of business licences.

CARRIED

The CAO provided the following reference information on business licensing for the committees consideration:

- * s. 194 of the Community Charter requires that fees can only be charged for a service the municipality provides. Unless there is a service provided with the issuance of the business licence, there is no statutory authority for charging a fee.
- * Larger municipalities require businesses to meet specific requirements and are inspected as a condition of issuing a licence. Those municipalities use business licences as a means of regulating certain businesses, e.g., cannabis retail, massage parlours, etc. and cancelling a business licence can result in a businesses closing. There is an enforcement arm of the business licence programs in larger municipalities. The Village of Tahsis does not have the staff to conduct business inspections, enforce business regulation and manage a new program without new revenue from taxation as there are too few businesses in Tahsis to pay for this service. And without a service, there is no statutory authority for charging a business licence fee.
- * Issuing a business licence, even with an inspection program, creates a potential liability for the municipality if the business defrauds customers or clients and engages in other types of illegal or disreputable activity.
- * A program or service needs to have a purpose or address a problem, e.g., garbage collection or wastewater treatment. It is unclear what the purpose of a business licence is, especially if there is no inspection and enforcement program. What problem has the absence of business licences caused?
- * Business licences were introduced when businesses were mostly brick and mortar. Many businesses that operate in Tahsis are home-based or internet-based. There is no means to licence those businesses. Would Amazon need a business licence? So there is a question of equity and fairness of charging brick and mortar businesses and not others.

- * In summary, there are statutory, policy and financial implications for Council to consider in adopting a business licence bylaw and service.

4 Items for the January 6, 2026 Standing Committee of Business Liaison Agenda.

Dahling: COW 0144/2025

THAT the following items of business be put on the January 6, 2026 Standing Committee of Business Liaison Agenda:

- 1) Review the Draft Strategic Economic Development Plan and Action Plan.
- 2) Review and propose changes to the Standing Committee of Business Liaison Terms of Reference.

(if time permits)

- 3) Potential Fund Raising Sources/ Grants

CARRIED

Adjournment

Dahling: COW 0145/2025

THAT the Standing Committee of Business Liaison adjourn at 11:23 a.m.

CARRIED

Certified Correct this

6th day of January , 2026

Chief Administrative Officer



Minutes

<u>Meeting</u>	Regular Council Meeting
<u>Date</u>	December 2, 2025
<u>Time</u>	7:00 PM
<u>Place</u>	Municipal Hall - Council Chambers and by electronic means

Present Mayor Martin Davis
 Councillor Sarah Fowler
 Councillor Brenda Lenahan **by video**
 Councillor Ryan Moore
 Councillor Cheryl Northcott **by video**

Staff Mark Tatchell, Chief Administrative Officer **by video**
 Adia Mavrikos, CPA, CA, Director of Finance **by video**
 Janet StDenis, Corporate Services Manager
 Wanda Waksdale, Administrative Assistant

Guests Dave Leitch, CAO, Strathcona Regional District **by video/ left at 8:02 p.m.**

Public 2 members of the public. **1 by video**

A. Call to Order Mayor Davis called the meeting to order at 7:00 p.m.

Land Acknowledgement

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

B. Introduction of Late Items

Tahsis Connected Coast presentation to be added to "M1". "M1" to follow public input #1 to accommodate the guest speaker's schedule. Notice of Motion Regarding the 2026 LGLA Forum to be added to the agenda under New Business as "M3".

C. Approval of the Agenda

Fowler/Moore: VOT 0440/2025

THAT the Agenda for the December 2, 2025 Regular meeting of Council be adopted as amended.

CARRIED

E. Public Input # 1

A member of the public inquired into the estimated completion date for the Boat Launch Project to which the CAO responded.

M. New Business**1 Dave Leitch, CAO, Strathcona Regional District****1) Presentation - Re: Municipal Participation in Land Use Planning Services****2) Presentation - Re: Tahsis Connected Coast****Moore/Fowler: VOT 0441/2025**

THAT the presentation on Municipal Participation in Land Use Planning Services and the presentation on the Tahsis Connected Coast Project be received.

CARRIED

David Leitch, from the Strathcona Regional District, presented to Council the implications, process and cost for Tahsis to opt into the Regional District

1) Planning Services. There was a discussion regarding voting rights, benefits, financial contributions, and the impact of the City of Campbell River's participation in this service.

David Leitch provided Council with a comprehensive update on the Connected

2) Coast Project, detailing the subsea cable network, challenges with Telus, recent CRTC regulatory changes, funding issues for the last mile connection in Tahsis, along with the anticipated timeline for service activation.

F. Adoption of the Minutes**1 November 18, 2025 Regular Council Meeting Minutes.****Moore/Fowler: VOT 0442/2025**

THAT the Regular Council Meeting minutes of November 4, 2025 be adopted as presented.

CARRIED**2 November 21, 2025 Committee of the Whole Meeting Minutes.****Moore/Fowler: VOT 0443/2025**

THAT the Committee of the Whole Meeting minutes of November 21, 2025 be adopted as presented.

CARRIED**G. Rise and Report**

None.

H. Business Arising**1 Draft Reserve and Surplus Policy Amendment****Fowler/Moore: VOT 0444/2025**

THAT this Draft Reserve and Surplus Policy be received for consideration.

CARRIED

The Director of Finance explained the purpose of the Daycare Reserve Fund, the "pro-active" motivation behind the establishment of the reserve fund, and the method of calculation of the reserve fund amount.

Fowler/Moore: VOT 0445/2025

THAT Council approve the Village's Draft Reserve and Surplus Policy as presented and consider the Draft Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024 - 1st, 2nd and 3rd readings.

CARRIED

J. Council Reports

Mayor Davis

No report.

Councillor Northcott

No report.

Councillor Lenahan

No report.

Councillor Moore

NNS (Nourish Nootka Sound) and NNS (Neighborhood Necessities Society) will be doing Christmas Hampers this year again, and public information will be posted online and around the village in the next day or two.

[For information, questions, or forms to request a hamper please email infonnsnns@gmail.com](mailto:infonnsnns@gmail.com)

[and, if you are interested in donating, donationnnsnns@gmail.com](mailto:donationnnsnns@gmail.com)

Councillor Fowler

Council Fowler has provided the Nootka Sound Watershed Society Agenda for the November 26, 2025 meeting.

Attachment #1 Nootka Sound Watershed Society- November 26, 2025 Agenda

Fowler/Moore: VOT 0446/2025

THAT the Council Reports be received.

CARRIED

K. Bylaws

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

1st, 2nd and 3rd Readings

Moore/Fowler: VOT 0447/2025

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

CARRIED

Moore/Fowler: VOT 0448/2025

THAT the Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024 receive a first reading this 2nd day of December 2025.

CARRIED**Moore/Fowler: VOT 0449/2025**

THAT the Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024 receive a second reading this 2nd day of December 2025.

CARRIED**Moore/Fowler: VOT 0450/2025**

THAT the Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024 receive a third reading this 2nd day of December 2025.

CARRIED**November 20, 2025 from Aidan McLaren-Caux, UBCM Small Community****L. Correspondence**

- 1 Representative, Councillor, Village of Nakusp Re: Update from the November UBCM Executive Meeting & opportunity for virtual check-in.**
- 2 November 14, 2025 email from George Anderson, MLA, Nanaimo- Lantzville Re: Bill M 216- Professional Reliance Act.**
- 3 November 12, 2025 email from Housing Reset to Mayor and Council Re: Risks of Bill M 216- Professional Reliance Act.**

Fowler/Moore: VOT 0451/2025

THAT these correspondence items be received.

CARRIED

Councillor Fowler noted the extension of the submission deadline for Bill M 216- Professional Reliance Act to January 2026.

M. New Business

- 2 Grant Application Re: 2026 Youth Canada Summer Jobs**

Moore/Fowler: VOT 0452/2025

THAT this grant application be received.

CARRIED

The CAO presented options to Council for the 2026 Canada Summer Jobs application. Council considered two options; applying for two full time positions at the Visitor Centre and Museum or applying for 2 full time positions at the Visitor Centre and Museum plus one full time public works position. The Village's financial contribution for each option was discussed.

Moore/Fowler: VOT 0453/2025

THAT option # 2 (funding for the Village's contribution for two full-time positions at the Visitor Centre and Museum, plus 1 full-time public works position) be approved.

CARRIED

3 Councillor Fowler's Notice of Motion Re: 2026 LGLA Leadership Forum

WHEREAS the Local Government Leadership Academy registration is now open;

THEREFORE be it resolved to enroll available/ interested members of Tahsis Council to allow for a strong finish to the 2022-2026 term.

Background - 2026 LGLA Leadership Forum, March 11 to March 13, 2026 in Vancouver.

Finish Strong. Leave a Legacy. Lead Forward. - Attendee cost \$495.

Council discussed the benefits of the LGLA Leadership Forum and if they were interested in attending.

A member of the public commented on the 2026 Youth Canada Summer Jobs grant application.

Public Exclusion

Moore/Fowler: VOT 0454/2025

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/Fowler: VOT 0455/2025

THAT the Regular Council Meeting recess at 8:26 p.m. to go into the in camera meeting.

CARRIED

Reconvene

Fowler/Moore: VOT 0466/2025

THAT the Regular Council Meeting reconvene at 8:54 p.m. .

CARRIED

Rise and Report

At the December 2, 2026 Closed Council meeting, Council passed a motion to rescind resolution VOT: 0365/2025 and withdraw the REDIP grant application submitted on October 29, 2025.

N. Public Input #2

Fowler/Moore: VOT 0467/2025

O. Adjournment

THAT the meeting be adjourned at 8:55 p.m.

CARRIED

**Certified Correct this
6th day of January 2025**

Chief Administrative Officer

New Business

1. Ecofish Nootka Sound Salmon and Watershed Assessment Tool Demo - Knowledge Sharing day with our colleagues, partners, funders, team and restoration community

Dec. 2 from 1:00pm - 2:30pm

Morgan Hocking and Ecofish Team

Meeting participants will have an opportunity to view the Webtool and gain familiarity with the metrics and layers and have a chance to view the intricate network of watershed temperature monitoring that has been installed and monitored with our partners. New updates will be presented as well as an overview of restoration projects and embedded reports.

The Team's Invite has been shared, please invite any colleagues that may be interested in the tool features and data.

2. Open Fall Funding Opportunities:

a. EcoAction Stream 1: Community-led freshwater action across Canada Deadline to submit is December 4th at 12:00PT(Noon)

EcoAction Stream 1: Community-led Freshwater Action across Canada funds projects that have a local, regional or national scope. To be eligible, projects must address the Key Environmental Priority of Fresh Water, and they must demonstrate a strong community involvement and support.

Eligible projects include:

- Habitat and/or land restoration

Funding details

- EcoAction Stream 1 can provide funding up to a maximum of \$100,000, and a minimum of \$25,000
- The maximum duration of EcoAction Stream 1 funding to a project is 36 consecutive months
- Projects can be single or multi-year
- EcoAction funding must be requested for each year of the project to be eligible
- EcoAction will fund up to 50% of the total project value (please note matching requirements below) and
- Projects not funded can be re-submitted in a future call for application

<https://www.canada.ca/en/canada-water-agency/funding/ecoaction-community-program/stream1.html#toc0>

b. Climate Health Action Program

CHAP funds climate action projects that are community-driven and focus on health and wellness outcomes. Projects can have community, sub-regional or regional reach. These projects aim to strengthen First Nations climate leadership in BC. Projects can

focus on climate health in general or on developing a strategy or action plan to reduce climate change impacts on community health. Some examples of focus areas include:

- Food security and food sovereignty;
- Access to the land;
- Mental health;
- Traditional medicine;
- Traditional harvesting;
- Water quality and quantity; and
- Extreme heat

WHO CAN APPLY?

Any First Nations community, Tribal Council, or not-for-profit First Nations organization located in BC may apply for funding. For submissions that do not come directly from First Nations communities, the applicant must identify a First Nation community (or communities) as the lead and identify the external organization as a partner. If you have questions on whether your organization qualifies, please reach out to climate.health@fnha.ca.

Formal letters of support (LOS): All applications must include a LOS from Chief and Council or a Band Council Resolution and a LOS from the local First Nations Health Department or Health Service Organization. Any organizations listed as partners in the proposal must also include a LOS.

PROJECT FUNDING

- Applicants are strongly encouraged to seek supplementary sources of funding, including in-kind or donations from community members or project partners.
- Up to \$100,000 is available per project from CHAP, but a higher amount can be considered for larger sub-regional partnerships. Funding is currently available for one or two year project timelines.

3. PSF Muchalat Gravel Project Promo Video/blog/email/post

Thanks to PSF for their continued support on the collaborative and novel Muchalat Gravel Project, and gratitude to their media team for this incredible and inspiring promo video including inspiring interviews from project partners and breathtaking images of the project site:

<https://psf.ca/blog/vancouver-island-chinook-restoration/>

4. Donations

- a. Nootka Marine Adventures
- b. Vancouver Island Brewing (\$500 from beer sales at Moutcha Bay Salmon Enhancement Derby)
- c. Follow-up thank you letters - Nikki

Old Business

1. Stewardship and Projects Manager Update

NSWS Stewardship & Projects Manager Report

Period: Nov 1st to 30th

By: Nikki Pichert

2. Communications Coordinator Update

Provided by Nicole Berns

3. Hatchery Update

- Conuma
- Tahsis
- Zeballos

4. Closed Fall Funding Opportunities:

a. Habitat Conservation Trust Fund

Submitted November 17, 2025

Project Title: Muchalat Lake Outlet Restoration - Constriction Feature Project

Project Budget: \$87,484.80

Project Partners: NSWS, MMFN, SPSS, EcoFish

Notes: The Muchalat Lake Outlet Restoration - Constriction Feature Project is a key project of the Nootka Sound Watershed Society and partner the Mowachaht/Muchalaht First Nation to support Steelhead, Trout and Salmonid recovery in the Gold River watershed on Vancouver Island. The project builds upon a recently installed spawning gravel pad in September 2025 by installing a natural rock constriction downstream with the primary purpose of utilizing passive lake storage to decrease low flow severity downstream as a climate adaptation mechanism. Increasing low flows will improve rearing and migration conditions for Steelhead, Rainbow Trout, and Cutthroat Trout in 28 km of Muchalat/Gold River by counteracting the droughts caused by climate change and historical forestry practices.

b. Watershed Security Fund

Submitted November 17, 2025

Project Title: Everything is Connected: Hisuki?is cawaak - Community Watershed Restoration, Stewardship & Governance

Project Budget: \$251,900

Project Partners: Led by NSWS with MMFN, SPSS, Ecofish

Notes: The Nootka Sound Watershed Society (NSWS), in partnership with the Mowachaht/Muchalaht First Nation (MMFN), is proud to submit this application to the

Watershed Security Fund. This request seeks support for a transformative project that builds on years of collaborative work, with MMFN recognized as a full partner and Salmon Parks Stewardship Society (SPSS) as a partial partner. Together, NSWS, MMFN, and SPSS aim to strengthen our commitment to healthy water and watershed security, restore vital salmon habitats, and foster sustainable economic and community growth throughout the Nootka Sound region. The vessel for this application is the construction of a nature based infrastructure constriction feature at the outlet of Muchalat Lake in the Gold River watershed, Vancouver Island.

A key element of this project is the training of MMFN/SPSS technicians in Construction Environmental Management during the construction of the constriction feature and ongoing environmental monitoring. Through hands-on participation, MMFN members will gain valuable skills, certifications, and experience, positioning them as leaders in future environmental stewardship projects. This training also serves as a platform for education and awareness-raising within the broader MMFN community, inspiring youth and elders alike to engage in conservation, science based management, and restoration techniques.

c. PSC Southern Fund Stage 2 Detailed Proposal

Submitted November 17, 2025

Project Title: Muchalat Lake Outlet Spawning Gravel Placement and Low Flow Augmentation Project

Project Budget: \$200,000

Project Partners: The project is primarily a partnership between NSWS and MMFN and has involved partnerships with WLRS, DFO, Ecofish Research, Western Forest Products, University of Waterloo, Salmon Parks Stewardship Society, and other groups that are represented by NSWS.

Notes: The project broadly includes the placement of spawning gravel and a natural rock constriction feature at the outlet of Muchalat Lake to support Chinook salmon and other salmonid species recovery in the Gold River watershed, B.C. This is a large and ambitious project with significant biological benefits expected. The Mowachaht/Muchalaht First Nation, and community of Gold River and surrounding areas in Nootka Sound have been engaged in the project for several years, have been involved in conception and ongoing monitoring, and are excited by the potential for salmon recovery enabled by the project. An important component of this project is the community capacity building and organizational building in NSWS, MMFN, and Salmon Parks Stewardship Society that it has enabled.

d. Habitat Stewardship Fund - Aquatic Species at Risk EOI

Submitted November 21, 2025

Project Title: Muchalat Lake Outlet Spawning Gravel Placement and Low Flow Augmentation Project

Project Budget: \$62,636

Project Partners: This work is led by the Nootka Sound Watershed Society (NSWS), in partnership with the Mowachaht/Muchalaht First Nation (MMFN), Salmon Parks Society, and Ecofish Research Ltd. (Ecofish), and with support from the University of Waterloo in the design of the gravel placement to maximize long term stability.

Restoration and fisheries biologists from DFO and the Province have provided support and biological advice.

Notes: EOI submitted, expected review from tech team in 5 business days for edits
Application due December 19

5. Muchalat Lake Dock Decommission

Discussion ongoing – MMFN developing a scope to do repairs for 2026.

Next meeting Thursday Nov. 27th

6. BC SRIF 407

Reporting submitted October 31st for Q1-Q2 claims and Q3 advance.

Received and awaiting reviews some email questions answered.

Reports from SNRC and EcoFish to be added in

7. 2 Billion Trees Project

Meeting with 2BT program officers on Wednesday

Planting reports started and to be completed on Friday

Quarterly reports completed

Reports from EcoFish to be added in

8. Muchalat Lake Gravel Bar Project

Video

Grants ongoing

Reports from EcoFish to be added in

9. Fisheries Management/Area 25 Roundtable Updates

Scheduled post-season meeting December 8th

Kent - Will have some questions regarding decisions made and the TOR, increasing egg take on Gold.

10. Microtrolling

Claudia completed three days in November.

11. Indigenous Habitat Participation Program

In progress

Started discussions here, and we will plan further when all these reporting periods are done.

12. Correspondence

Miranda Cross - SRD Report details on NSW projects

Heather Valle - Amazing NMA and Vancouver Island Brewery donation news

13. Financial Report

Financial Report -

Motion to accept the financials: **2nd:**

14. Next Meeting – Jan 28, 2026 @ 7pm – via Zoom

No December meeting – Happy Holidays to everyone and thank you for your support and care of the NSWS and our collaborative projects in this most amazing place!

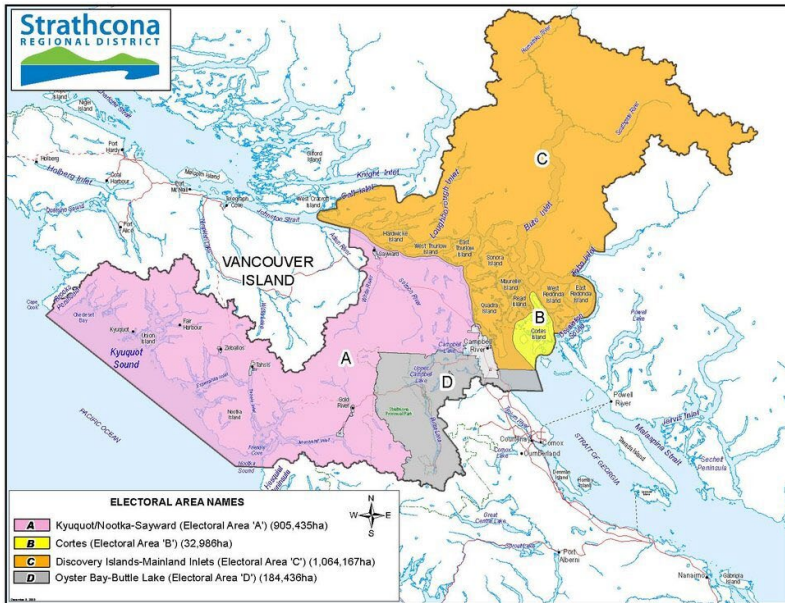
15. Adjournment

Motion to adjourn the meeting: **2nd:**

Meeting Adjourned at:

Considerations for Municipal Participation in the Regional District Land Use Planning Service

Understanding Roles, Voting Rights and Cost-Sharing



Presented by: David Leitch, SRD CAO
December 2, 2025

Planning and Land Use Matters and Voting

Planning matters for decision include:

Official Community Plans	Development Cost Charges
Zoning Bylaws	Amenity Cost Charges
Rural Land Use Bylaws	Amenity Contributions
Housing Needs Reports	Land Use Agreements
Planning Procedures and Fees Bylaws	Phase Development Agreements
Subdivision Servicing Bylaws	Temporary Use Permits
Floodplain Regulation Bylaws	Development Permits
Advisory Planning Commissions	Development Variance Permits
Farming Area Regulations	Frontage Relief Applications
Off Street Parking & Sign Regulations	Tree Cutting Permits

Decision making

Decisions on land use planning matters are made on the basis of unweighted voting (each director has a single vote).

Participation in the Planning Service^{F3}

By default, all SRD member-municipalities were participants in the regional land use planning service when the SRD was incorporated in 2008 but chose to opt-out shortly thereafter.

Electoral Areas are **NOT** able to opt out of the service.

Municipalities & First Nations may choose to **opt in** of the regional land use planning service by:

Formal notice to the Regional District by resolution of council.

To opt out:

Formal notice must be given by August 31

To be effective the following year.

A municipality may choose to participate in regional district planning service for a period of time and then cease its participation by serving further notice not later than August 31 in the year prior to discontinuing its participation.

The Land Use Planning Service

F3

Municipal participation in land use planning could support the entire region and align adjacent electoral area land use planning with municipal planning:

- a. focus on shared issues and collaborate on planning and land use for the region;
- b. share in the planning for appropriate and acceptable land uses that are not hindered by municipal or electoral area boundaries and extend regionally;
- c. provide regional coordination for development and growth;
- d. coordinate toward improved approaches to all forms of housing needs for the region;
- e. plan for and support the region's resource sector and economic development opportunities through land use planning and zoning;
- f. address climate change on a regional basis.

Value of the Land Use Planning Service

- a. Coordinated planning activities in response to regional challenges;
- b. Promoting efficient use of land, resources and public facilities in a regional manner;
- c. Policy alignment with member municipalities and First Nations to enable more efficient planning services throughout the region;
- d. Improved collaboration in working towards common goals and a shared vision for the region's future;
- e. Enhanced vision for issues such as housing, industry, natural resources, economic development, or livable communities.

Options for Planning Service Participation

1. Full Board Participation: participation of all municipalities, First Nations and electoral areas in the land use planning service delivered within the regional district;
2. Partial Board Participation: participation by individual member municipalities, First Nations as well as all electoral areas in a defined subset of land use planning services delivered by the SRD;
3. Electoral Area Participation Only: participation by only the electoral areas in the planning service.

Member Municipalities and First Nations continue to have the option to receive regional district land use planning for areas within their individual municipal boundaries on a contract basis with the SRD.

Planning Service Participation Costs

Costs are allocated based on property assessment values and may vary by participating members

Participating AREA	2025 REQUISITION (CURRENT)	2025 REQUISITION (ENTIRE BOARD PARTICIPATING)	2025 REQUISITION (CAMPBELL RIVER PARTICIPATING)	2025 REQUISITION (SMALL MUNICIPALITIES PARTICIPATING)
ELECTORAL AREA A	\$ 83,890	\$ 22,994	\$23,590	\$76,805
ELECTORAL AREA B	86,218	23,632	24,245	78,936
ELECTORAL AREA C	210,786	57,775	59,274	192,984
ELECTORAL AREA D	252,727	69,271	71,068	231,382
CAMPBELL RIVER	---	443,929	455,445	---
GOLD RIVER	---	9,238	---	30,858
SAYWARD	---	2,752	---	9,192
TAHSIS	---	3,062	---	10,229
ZEBALLOS	---	938	---	3,132
KA:'YU:'K'T'H'/CHE:'K'TLES7ET'H'	---	32	---	106
TOTAL *	\$ 633,622	\$ 633,622	\$ 633,622	\$633,622

Questions

CONNECTED
COAST



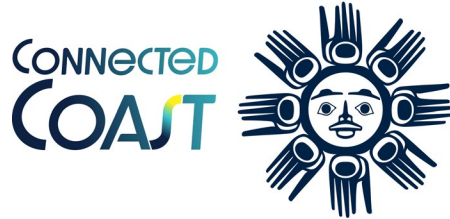
CityWest

Tahsis

December 2, 2025

Project Owners and Management

Funding – Connect to Innovate Program



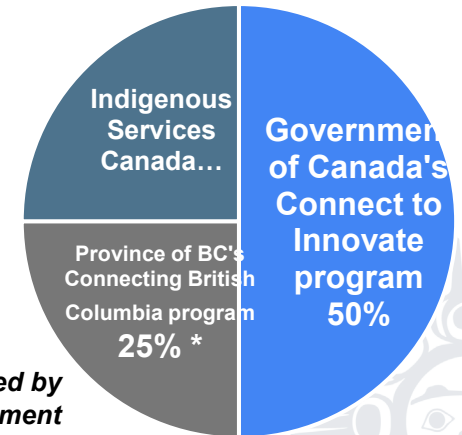
Stakeholders & Partners



Indigenous and Northern Affairs Canada



Innovation, Science and Economic Development Canada



**Administered by Northern Development Initiative Trust*

Connected Coast– Sub-Sea Cable Installation

F3



Joint Venture Partnership with CityWest and SRD

F3

CityWest

- Founded in 1910
- Owned by the City of Prince Rupert
- Serve communities across the north of BC
- Internet, TV, phone, data
- 25,000 customers
- 160 employees, 22 IN Campbell River
- Build last-mile and operate the system
- Apply for grant funding at community level
- Promote uptake of service
- Negotiate with ISPs for wholesale service
- Joint Venture partnership that includes the entire network
- Mutual benefit, true partnership leveraging the strengths of an ISP with local government
- Benefit of full redundancy within the Connected Coast



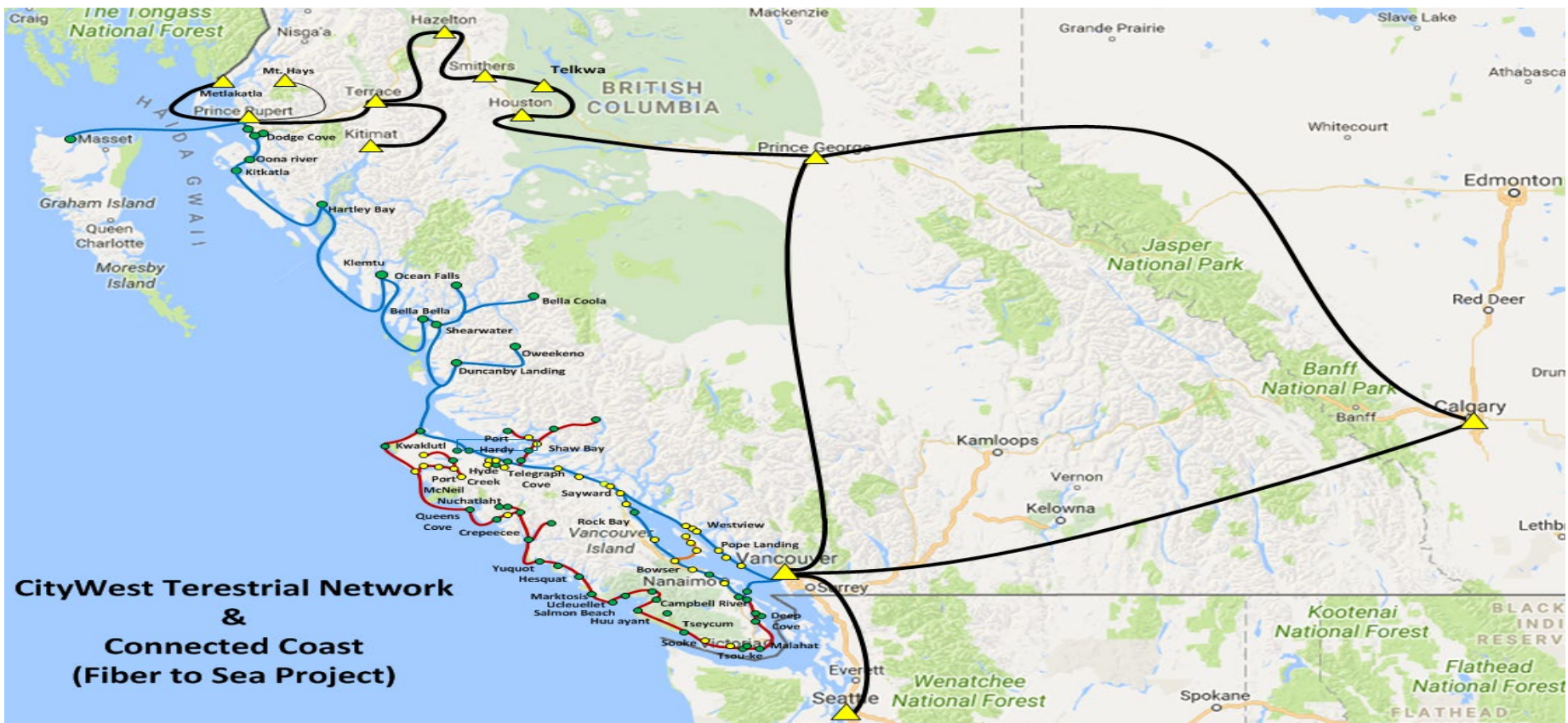
CityWest
We're Here.



The Connected Coast Project is a joint venture between the Strathcona Regional District and CityWest.

The Connected Network Redundancy

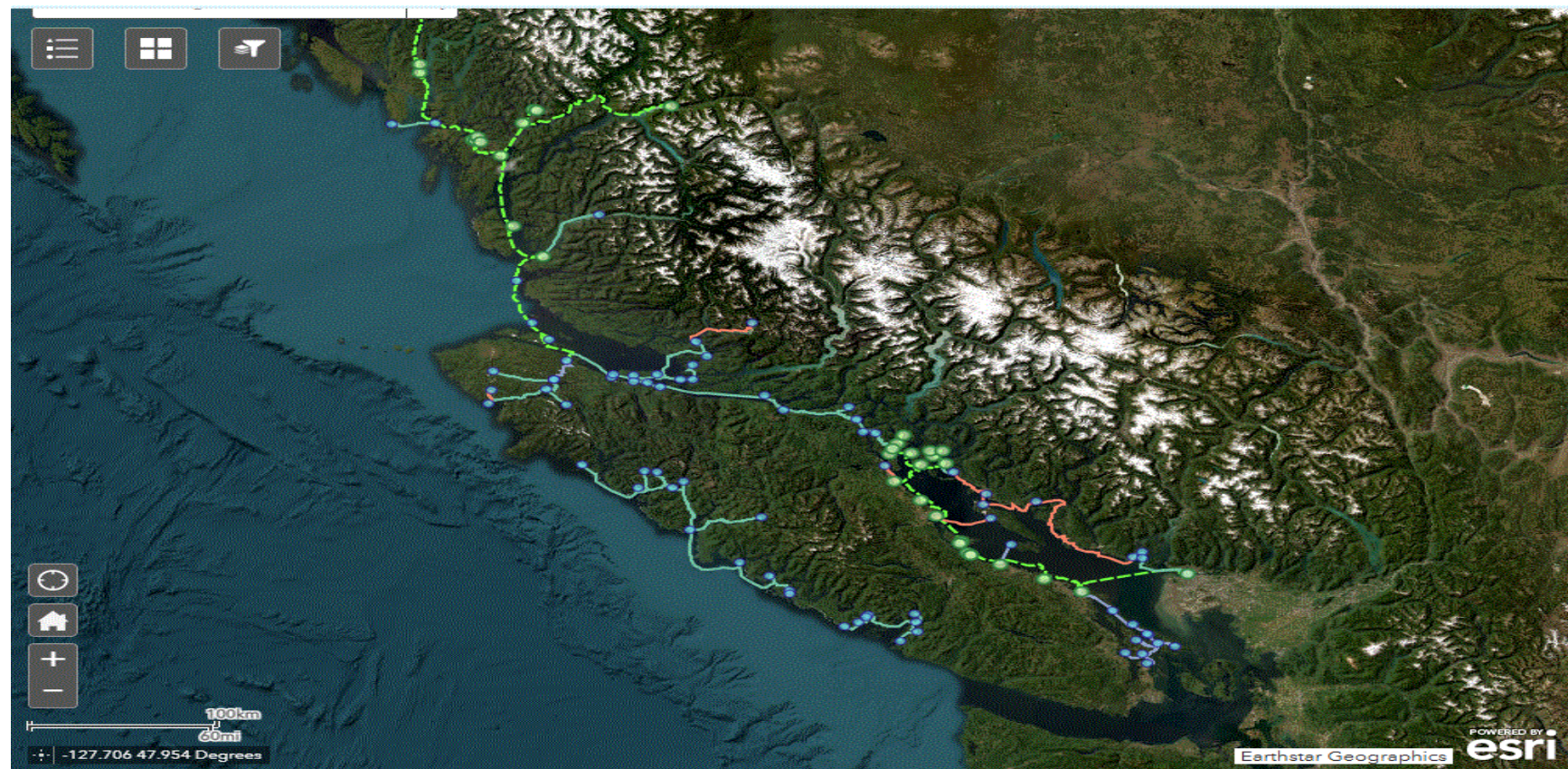
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The Connected Coast Project is a joint venture between the Strathcona Regional District and CityWest.

Connected Coast Re-Scope Alignment, July 2024

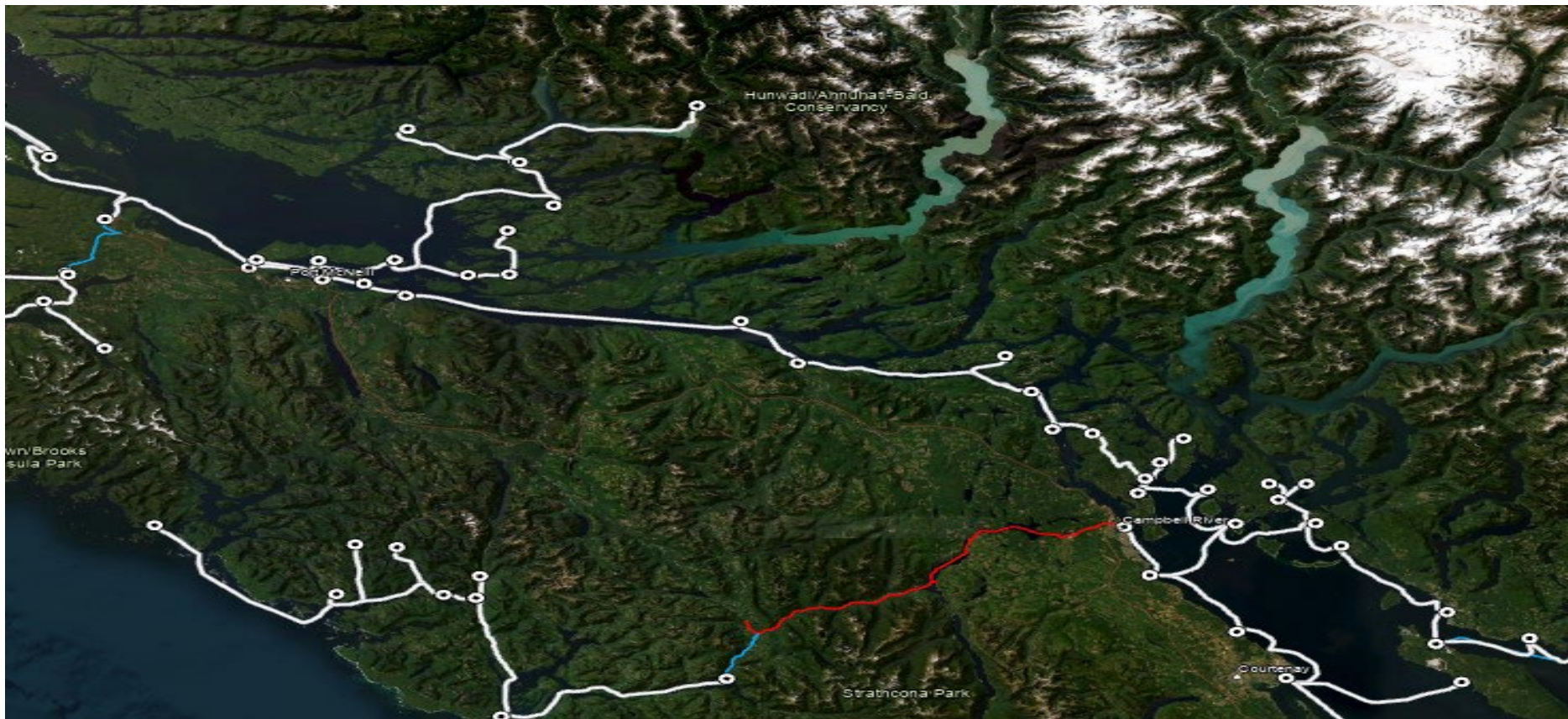
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The Connected Coast Project is a joint venture between the Strathcona Regional District and CityWest.

Connected Coast Campbell River to Gold River Link

F3



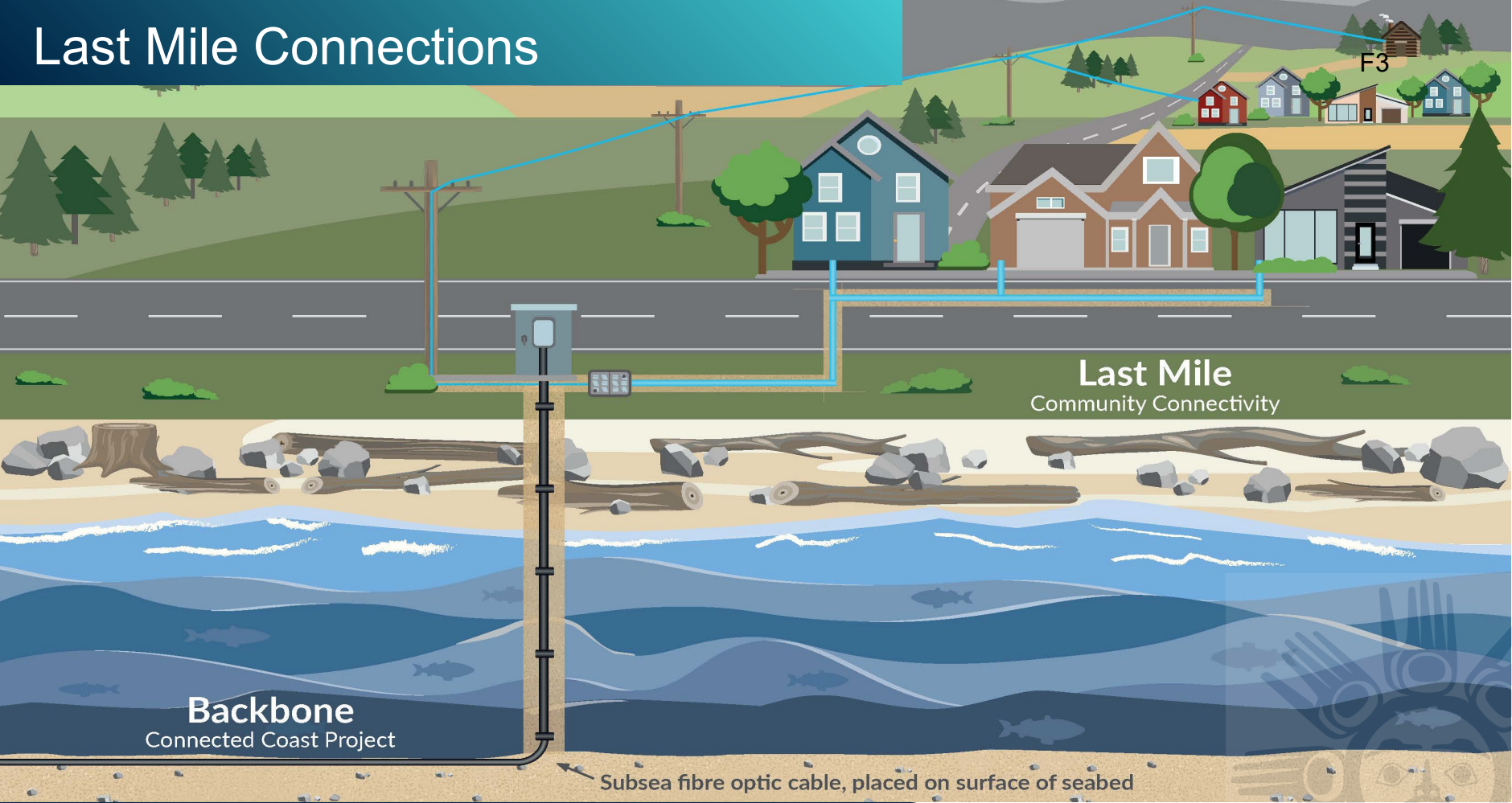
The Connected Coast Project is a joint venture between the Strathcona Regional District and CityWest.

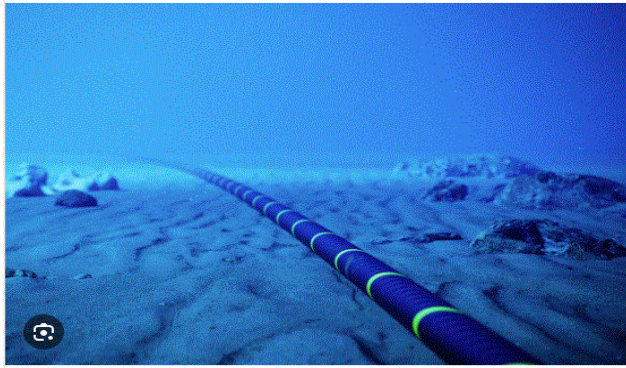
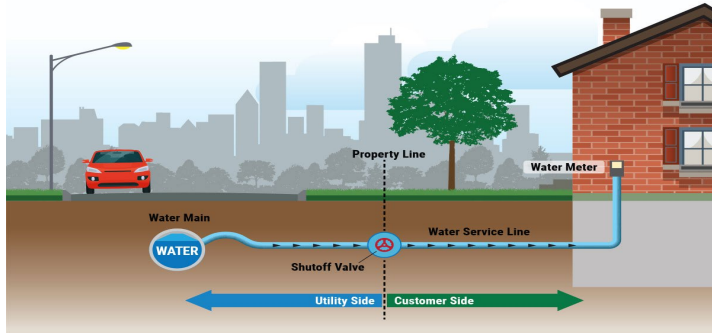


Status: In Construction

- 62% complete
- Turn up Q1 2026

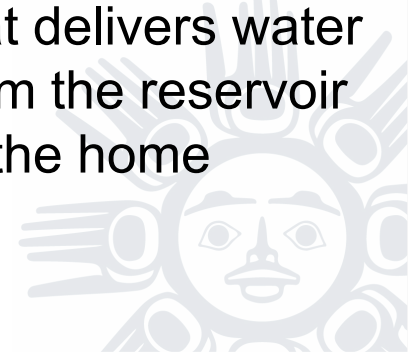
Last Mile Connections





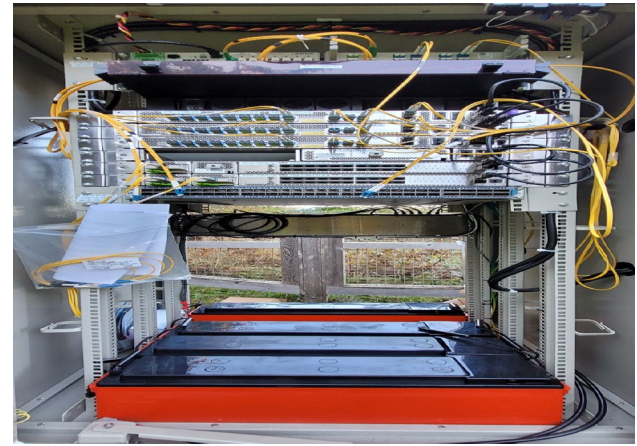
Backbone fibre is like a high pressure/capacity Bulk Water supply line that brings water to the reservoir, and **Last Mile** is like a water service line that delivers water from the reservoir to the home

Connect to Innovate, (CTI) program funding was **only** for Backbone Infrastructure to supply last mile networks owned and operated by Internet Service Providers (ISPs)

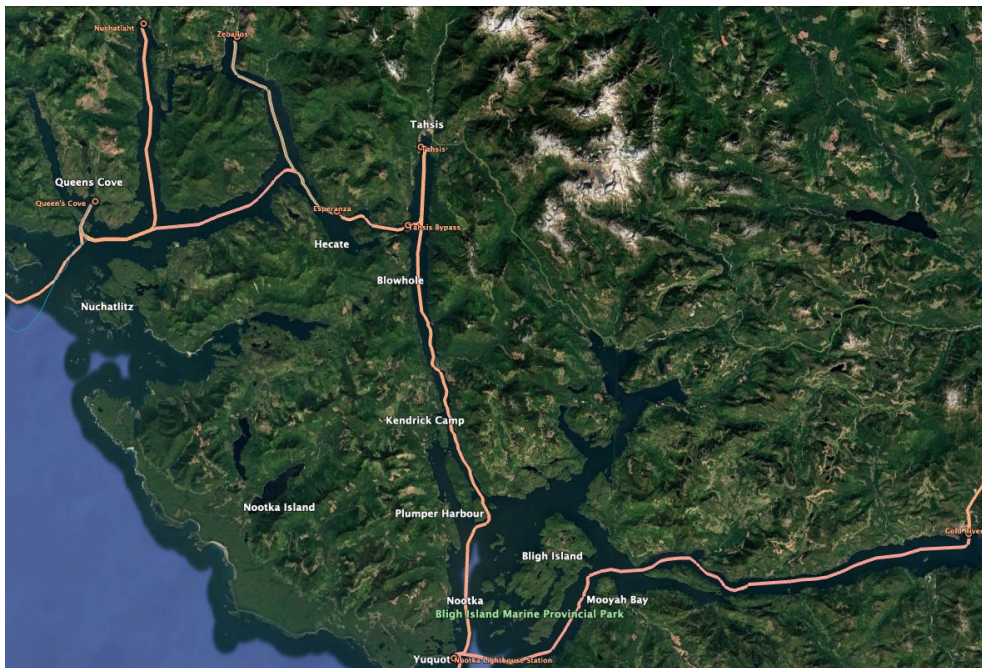


Tahsis fiber landing completed in 2025

F3



Connected Coast

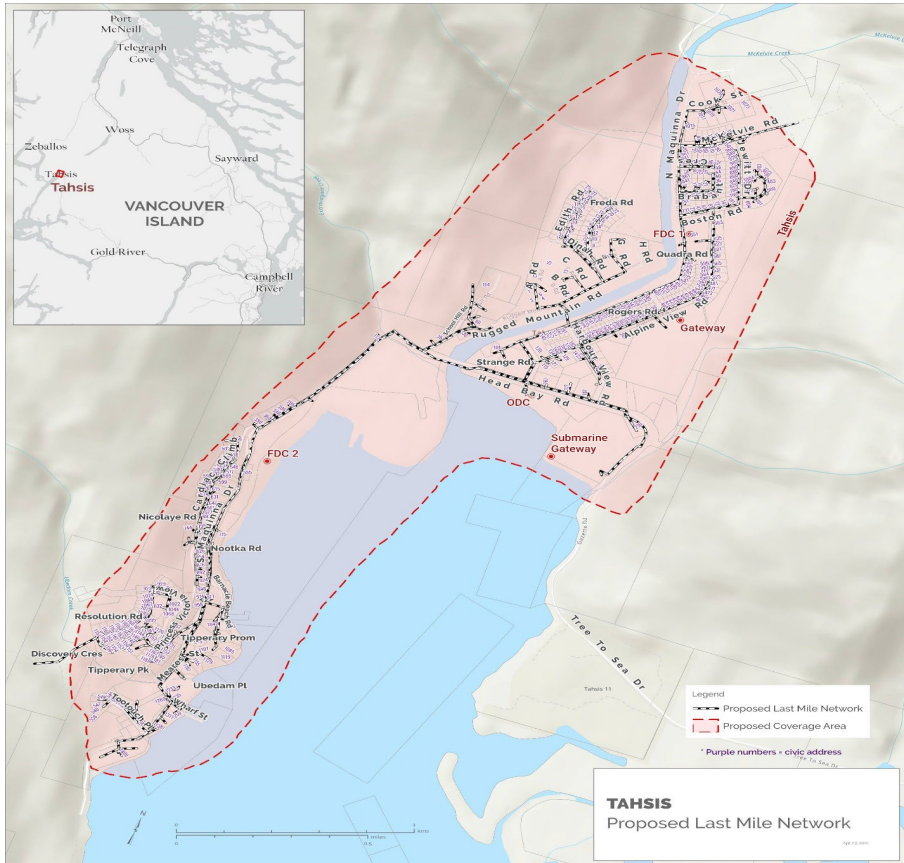


Status: Test and Turn Up

- Landing site complete
- Cables laid
- Equipment placed and configured
- Awaiting upstream connection via Campbell River to Gold River Project

Tahsis – Last Mile

F3



Construction Schedule: Construction

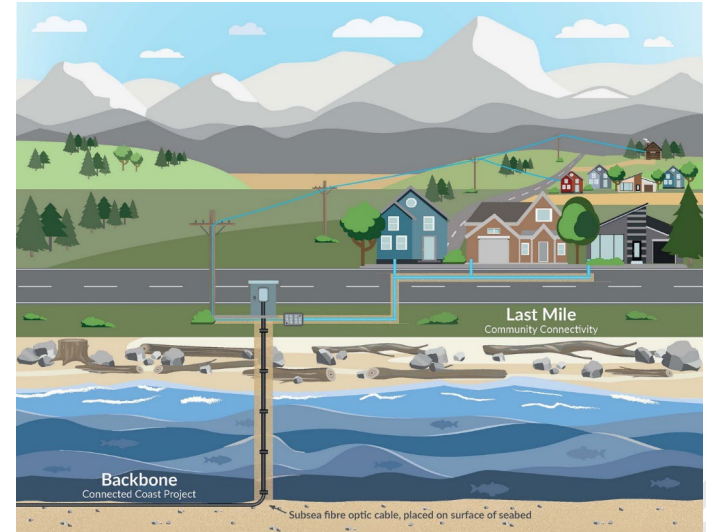
- Civil work to begin Q2/Q3 2026

Properties Served: up to 370

Section 275 Partnership

SRD committed through a partnership agreement with CityWest to provide capital financing for last mile projects.

Community	Capital Build Costs	5% Tahsis Contribution
Tahsis	\$2,000,000	\$100,000



Village of Tahsis support for last mile funding

F3



Village of Tahsis

Certified and True Copy of the Minutes of the Tahsis Council December 1, 2020 Regular Meeting

1 Connected Coast Project and "Last Mile" funding opportunity for the Village of Tahsis

Fowler/Elder: VOT 0462/2020

THAT the Village of Tahsis approve the letter of support for the Strathcona Regional District and Connected Coast project for their efforts to secure all necessary permits within the SRD including identification of best sites, design and tenure agreements for landings, Points of Presence and ROWs as well as permissive tax exemptions.

CARRIED

Fowler/Elder: VOT 0464/2020

THAT Tahsis Council approve the letter of support for the CityWest application(s) to any and all Provincial and Federal programs for the construction of last mile fibre to the home projects in the Village of Tahsis; and THAT Council approve that funding beyond the 90% threshold will be provided by the Village of Tahsis.

CARRIED

Certified as Correct this 9th Day of December 2020

Mark Tatchell, Corporate Officer

Village of Tahsis
977 South Maquinna Drive
P.O. Box 219 Tahsis BC V0P 1X0
TEL: (250) 934-6344 FAX: (250) 934-6622
www.villageoftahsis.com

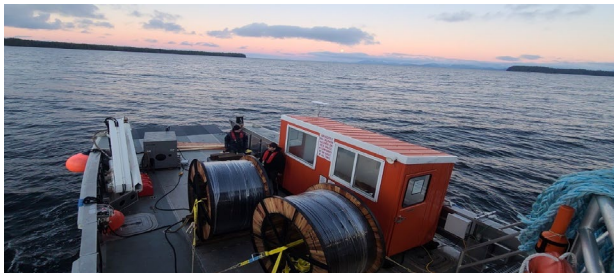
Tahsis Council resolved in December 2020 to support a 10% capital contribution towards the Provincial Economic Recovery Intake program for last mile infrastructure.

That the Village of Tahsis provide a capital contribution of 5% for the construction of last mile infrastructure in Tahsis with a maximum contribution limit of \$100,000



Key Sub-Sea Backbone Accomplishments

- 12 Canadian Coast Guard (CCG) sites
 - 25 Earthquake Early Warning System (EEWS) locations
 - 3000km of Sub-Sea cable deployed
 - 115 Fibre landings into communities
 - Connected to the VIE, Campbell River
- 161 Access approvals needed to construct 137 landings
 - 23 License of occupation tenures from the Province
 - 482 permit approvals to date
 - Over 50 community and First Nation letters of project and last mile support



Updates, photos/videos, internet and connectivity information are posted on our Connected Coast social media channels.

Social Media



Facebook: www.facebook.com/connectedcoast



Twitter: www.twitter.com/coast_connected



Instagram www.instagram.com/connectedcoast



YouTube: www.youtube.com/channel/UCuvgVJiUhU4C8QRQVcX3M0w



LinkedIn: www.linkedin.com/company/connectedcoast

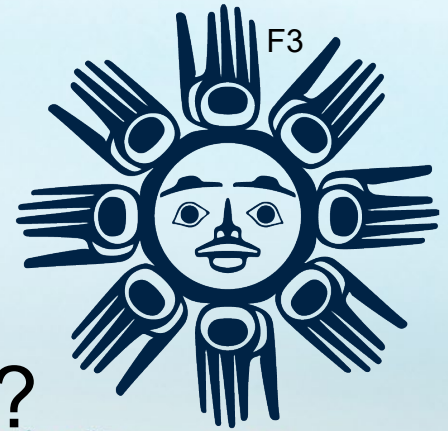
Website & E-Subscribe for Updates at www.connectedcoast.ca





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Questions?





Minutes		Village of Tahsis
Meeting	Committee of the Whole- Budget Meeting #2	
Date	December 3,2025	
Time	1 p.m.	
Place	Municipal Hall - Council Chambers and by electronic means	
Present	Mayor Martin Davis Councillor Sarah Fowler Councillor Cheryl Northcott Councillor Brenda Lenahan Councillor Ryan Moore	by video
Staff	Mark Tatchell, Chief Administrative Officer Adia Mavrikos, CPA, CA, Director of Finance Janet Stdenis, Corporate Services Manager Amanda Knibbs, IT Coordinator Wanda Waksdale, Administrative Assistant	by video by video by video
Public	One member of the public	by video
	<u>Call to Order</u> Mayor Davis called the meeting to order at 1:02 P.M.	
	<u>Land Acknowledgement</u> Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory.	
	<u>Introduction of Late Items</u> None.	
	<u>Approval of the Agenda</u> Northcott: COW 0146/2025 THAT the Agenda for the December 3, 2025 Committee of the Whole meeting be adopted as presented	
		CARRIED
M. New Business	1 2026-2030 Financial Plan/ Budget Meeting #2	

Northcott: COW 0147/2025**THAT** this presentation be received.**CARRIED**

The Director of Finance presented the proposed 2026 Operating Budget to Council. The presentation outlined the budget timelines, process and deadlines; key revenue and expenditure changes from 2025; departmental budget adjustments and their rationale; the projected deficit and related tax implications; the proposed road-patching program; a wage adjustment for staff who did not receive a COLA increase; and a proposed wage increase for Council.

Council considered the proposed \$43,000 road-patching program and deliberated on whether to include Cardiac Climb and Alpine View Road. The CAO clarified that these roads were excluded because they require more substantial repairs than patching. Council further discussed potential funding sources for the program and the possible establishment of a road-maintenance reserve. Council agreed to revisit the creation of this reserve following receipt of the property assessment rolls.

The Director of Finance presented the proposed wage increase for public works labourers currently at 22.36 per hour and a COLA (cost of living allowance) increase for staff who did not receive a COLA which Council supported. A separate proposal for Council remuneration was presented and debated by Council but ultimately was not advanced.

Northcott: COW 0148/2025**CARRIED**

THAT Council approve a 2026 cost-of-living adjustment (COLA) for full-time regular employees in Public Works, Admin, Recreation Centre (including the lifeguard position), and Daycare; **AND FURTHER, THAT** a \$1.00 per hour wage increase be approved for Public Works labourers currently earning \$22.36/ hour, effective January 1, 2026.

Adjournment**Fowler: COW 0149/2025****THAT** the meeting adjourn at 2:28 p.m.**CARRIED**

Certified correct this
6th day of January, 2026

Corporate Officer



Minutes

Village of Tahsis

Meeting	Committee of the Whole	
Date	December 9, 2025	
Time	1 p.m.	
Place	Municipal Hall - Council Chambers and by electronic means	
Present	Mayor Martin Davis	
	Councillor Sarah Fowler	
	Councillor Cheryl Northcott	by video 1:07
	Councillor Ryan Moore	by video
	Councillor Brenda Lenahan	by video 1:08
Staff	Mark Tatchell, Chief Administrative Officer	
	Adia Mavrikos, CPA, CA, Director of Finance	by video
	Janet Stdenis, Corporate services Manager	by video
	Paige Sawyer, Economic Development Coordinator	by video
Guests	Ashley Cousens, Area Manager, Vancouver Island District, Courtenay Office, Ministry of Transportation and Transit	by video
	Greg Goldstone, Resource Manager, Regional Operations Division, Coast Area, Ministry of Forests	by video
	Michael Pearson, Vancouver Island Regional Director, Ministry of Transportation and Transit	by video
	Kellen Truant, Operations Manager- North Island, Ministry of Transportation and Transit	by video
	Dana Thorne, Principal Consultant, GNPCI	by video
	Chelsie Stubbs, Economic Development Officer/ Community Advisor, Gold River	by video
Public	3 members of the public.	1 by video

Call to Order

Mayor Davis called the meeting to order at 1:01 p.m.

Land Acknowledgement

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

Introduction of Late Items

None.

Approval of the Agenda

Fowler: COW 0156/2025

THAT the Agenda for the December 9, 2025 Committee of the Whole meeting be adopted as presented.

CARRIED

**H. Business
Arising**

1

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

Fowler: COW 0157/2025

THAT the Village of Tahsis Council engage in discussions with Ministry of Transportation and Transit and Ministry of Forest staff regarding the level of maintenance and other issues on Head Bay Forest Service Road.

CARRIED

Ashley Cousens from the Ministry of Transportation and Transit provided a comprehensive update on the road conditions, recent washout, grader repairs issues, maintenance activities, traffic count data, ongoing activities and responded to questions from council on specific road problem areas, hazardous trees, Sucwoa Bridge resurfacing options, future seal coating, and signage.

Ashley Cousens to coordinate with Mainroad to improve delineation and widen drivable surface on the steep hill between 42-44 km, ensuring safety during winter conditions and addressing large rocks on the road edge.

There was a discussion about the very successful program undertaken by Mosaic cleaning up brush and hazardous trees on HBFSR and the need for regular danger tree assessment, especially in steep or high risk areas.

Ashley Cousens to continue to investigate and report on resurfacing options for Sucwoa bridge, ensuring weight capacity is not exceeded and ponding issues are addressed.

In response to council's question about future seal coating, Michael Pearson noted there are not any plans at this time.

Ministry of Transportation and Transit and Ministry of Forests staff and council discussed the need for improved signage for cyclists, message boards, as well as the integration of road conditions with public alert systems like DriveBC and Alertable. Greg Goldstone confirmed that cyclists warning signs had been added to their spring budget but are subject to funding. Ashley Cousens explained that Mainroad provides road and weather updates to Drive BC and noted the recent integration of Drive BC with Alertable. Ashley also noted that there had not been any forward movement with the request for electronic signage. The cost of an electronic sign is \$800,000 according to Mike Pearson.

Fowler: COW 0158/2025

THAT representative of the Mowachaht/Muchalaht First Nation be permitted to speak and ask questions of Ministry staff.

CARRIED

Dana Thorne had no questions for Ministry staff at this time. Council thanked Dana for attending the meeting.

Fowler: COW 0159/2025

THAT public input be permitted.

CARRIED

A member of the public commented on the condition of the road and suggested that Mainroad North Island be invited to the quarterly meetings. A member of the public voiced her concerns over a specific area of the road that had already been noted by council.

Fowler: COW 0160/2025

THAT Mainroad North Island be invited to the quarterly meetings.

CARRIED

**M. New
Business**

1 2026 Quarterly Meeting Dates

Fowler: COW 0161/2025

THAT the Village of Tahsis Council 2026 quarterly meetings with the Ministry of Transportation and Transit and the Ministry of Forest staff be set for the following dates: March 3, June 2, September 1 and December 1, 2026 at 1 p.m.

CARRIED

Adjournment

Fowler: COW 0162/2025

THAT the meeting adjourn at 1:56 p.m.

CARRIED

Certified correct this
6th day of January, 2026

Corporate Officer

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council
From: Chief Administrative Officer
Date: December 15, 2025
Re: Additional Project Options for Housing Capacity Grant funding

PURPOSE OF REPORT:

To seek Council's direction on pursuing eligible project(s) funded with the remaining Housing Capacity grant funding.

Options

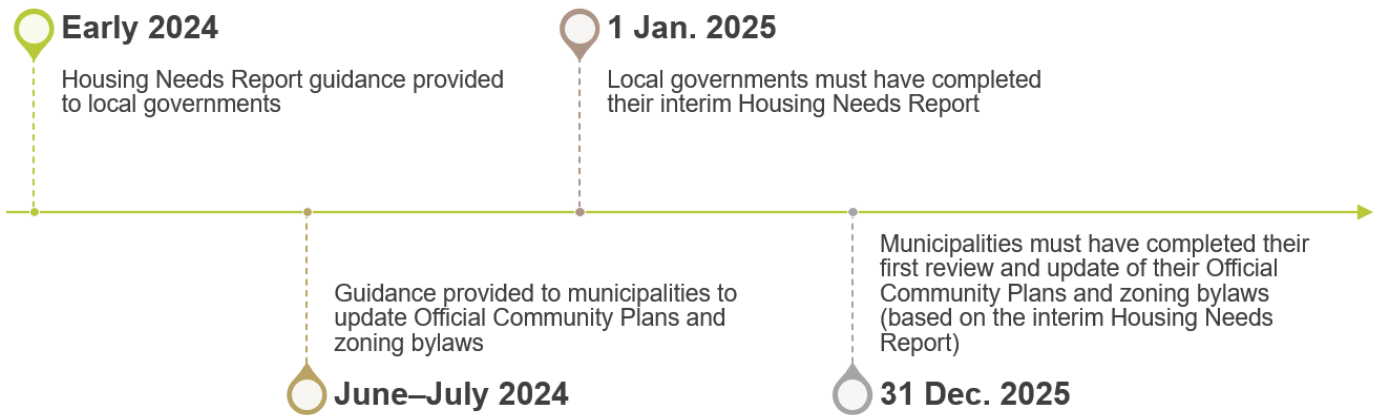
1. Request staff to proceed with Option A, B or C by preparing project scope and budget for Council's consideration.
2. Request staff to proceed with an alternative Option, as determined by Council, by preparing project scope and budget for Council's consideration.
3. Any other option that Council deems appropriate.

SUMMARY OF SSMUH LEGISLATION, IMPLICATIONS, AND IMPLEMENTATION:

In December 2023, the provincial government introduced a suite of changes to the *Local Government Act* to require more small-scale, multi-unit housing in land use zones that are otherwise restricted to single-family dwellings or duplexes. The legislation applies to all local governments in B.C. The SSMUH legislation aims to increase housing supply, create more diverse housing choices and contribute to more affordable housing across B.C.

Implementing SSMUH Requirements

The province has set deadlines for local governments to update their housing needs OCP and zoning bylaws.



With the completion of the Housing Needs Report updates to the Official Community Plan, the housing funding may also be used for additional studies that may be completed if they support the intent of the legislation and support housing development. Required and other eligible projects include:

Required Updates
<ul style="list-style-type: none"> • housing needs report (HNR)
<ul style="list-style-type: none"> • official community plan (OCP)
<ul style="list-style-type: none"> • zoning bylaw
Additional Eligible Studies
<ul style="list-style-type: none"> • development cost charge (DCC) bylaw
<ul style="list-style-type: none"> • amenity cost charge (ACC) bylaw
<ul style="list-style-type: none"> • transportation, parks or neighbourhood plan
<ul style="list-style-type: none"> • works and services bylaw
<ul style="list-style-type: none"> • parking bylaw
<ul style="list-style-type: none"> • infrastructure master plans
<ul style="list-style-type: none"> • asset management plans or strategies
<ul style="list-style-type: none"> • long-term financial plan
<ul style="list-style-type: none"> • capacity modelling/analysis
<ul style="list-style-type: none"> • condition and risk assessments
<ul style="list-style-type: none"> • demand management strategies
<ul style="list-style-type: none"> • stormwater surcharge or rainwater recharge studies
<ul style="list-style-type: none"> • procedures bylaw

Policy/Legislative Requirements:

1. *Housing Statutes (Residential Development) Amendment Act* (Bill 44).
2. *Housing Statutes (Development Financing) Amendment Act* (Bill 46).
3. *Housing Statutes (Transit-Oriented Areas) Amendment Act* (Bill 47).

FINANCIAL IMPLICATIONS:

In 2024 the Village received \$151,286.00 under the Housing Capacity fund program to implement the provincial housing initiative which included OCP amendments, the Housing Needs Report and Zoning Bylaw amendments. The following amounts were utilized, leaving a total of \$78,897.59 to be utilized for the proposed options.

Housing Grant – Provincial Housing Initiative Funds	
Total Received	\$151,286.00
Spent in 2024	\$ (30,322.57)
Spent in 2025	\$ (22,065.84)
O/S McElhanney Est.	\$ (20,000.00)
Total Remaining	\$78,897.59

Having satisfied the required provincially mandated updates, staff determined that the following additional projects meet the eligibility requirements and appear to support Village priorities:

- 1) Option A – Low impact Housing Options – estimated cost, \$7,000 - \$10,000
- 2) Option B – Subdivision Plan for 009-810-528 – estimated cost, \$ 30,000 - \$40,000
- 3) Option C – Site Investigations – Anthropogenic DPA – estimated cost, \$50,000 - \$75,000

Officially, the Housing Capacity Funding is expected to be spent by December 31, 2025. However, in cases where local governments are unable to utilize the funds by the end of 2025, the ability to extend the use of these funds into 2026 is permitted. If funding is spent after the 2025 deadline, then an additional capacity funding report form will be required and due in 2027.

IMPLEMENTATION STEPS

Staff requests council to approve one of the proposed options, or an alternative option Council deems appropriate. Based on Council's motion, staff will continue working with McElhanney planning staff to prepare a project scope and budget.

The proposed options are as follows:

Option A

Implementing Low Impact Housing Options. This involves reviewing and amending the Village's Zoning Bylaw to allow for a broader range of housing options. These options would focus on affordable housing, especially housing which would have lower geo-technical and site investigation costs in Anthropogenic Development Permit Areas, relative to conventional wood frame construction. Tiny homes, modular homes, and manufactured homes are some of the housing options which may be considered. The intent is to permit housing typologies that require lower construction costs.

	Fee Estimate
Total	\$7,000 - \$10,000

Option B

Preparing a subdivision plan of the subject property 009-810-528 (Lot 608) would allow for the potential of residential development, consisting of enough land to address a significant sum of the required housing target outlined in the housing needs report.

	Fee Estimate
Total	\$30,000 – \$40,000

Option C

The Anthropogenic DPA greatly affects a broad range of the Village's residential lands. It is recommended that a small number of properties in this DPA be designated for site investigations by a Contaminated Sites Approved Professional. The investigations are intended to determine the extent, if any, of contamination above the provincial thresholds in the Contaminated Sites Regulation which will inform future discussions with the Ministry of Environment and, possibly, Western Forest Products Inc. It is particularly challenging to develop a cost estimate for this option as the potential properties have

not been selected. Based on similar projects, such as the Boat Launch review, it is anticipated that the following services would be required:

- Environmental Phase 1 ~ \$20,000 (depends on location and size of site)
- Geotechnical Assessment ~ \$20,000 (depends on location and size of site)
- Coordination with MoE ~ \$20,000

	Fee Estimate
Total	\$50,000-\$75,000

Staff were unable to get estimates from environmental and geotechnical professionals in time for the publication of the agenda. A detailed cost estimate can be provided for option C if Council wishes to explore this option in greater detail.

STRATEGIC PRIORITY:

Yes

One of the Strategic Goals in the Strategic Economic Development Plan is:

“Investment in additional housing options that will make Tahsis attractive to new residents.”

Recommendation:

Option C – Site Investigations – Anthropogenic DPA

Respectfully submitted:



Mark Tatchell, CAO



FEDERATION
OF CANADIAN
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FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Membership Invoice 2026 – 2027

24 Clarence Street
Ottawa, ON K1N 5P3
T. 613-241-5221

Mark Tatchell
Village of Tahsis
PO Box 219 977 South Maquinna Drive
Tahsis, BC, V0P 1X0

INVOICE: INV-48496-L6W1G2
DATE: 11/10/2025
ACCOUNT: 32384
DUE DATE: 3/31/2026

Attn: Chief Administrative Officer

ITEM	QTY	RATE	SUB-TOTAL	HST/GST	QST	TOTAL
Base Fee / Taux de Base (b)	1	\$140.0000	\$140.00	\$7.00	\$0.00	\$147.00
Per Capita / Frais de cotisation	393	\$0.2342	\$92.04	\$4.60	\$0.00	\$96.64
TOTAL			\$232.04	\$11.60	\$0.00	\$243.64

PAID AMOUNT: \$0.00
BALANCE DUE: \$243.64

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future for all Canadians.

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PAYMENT

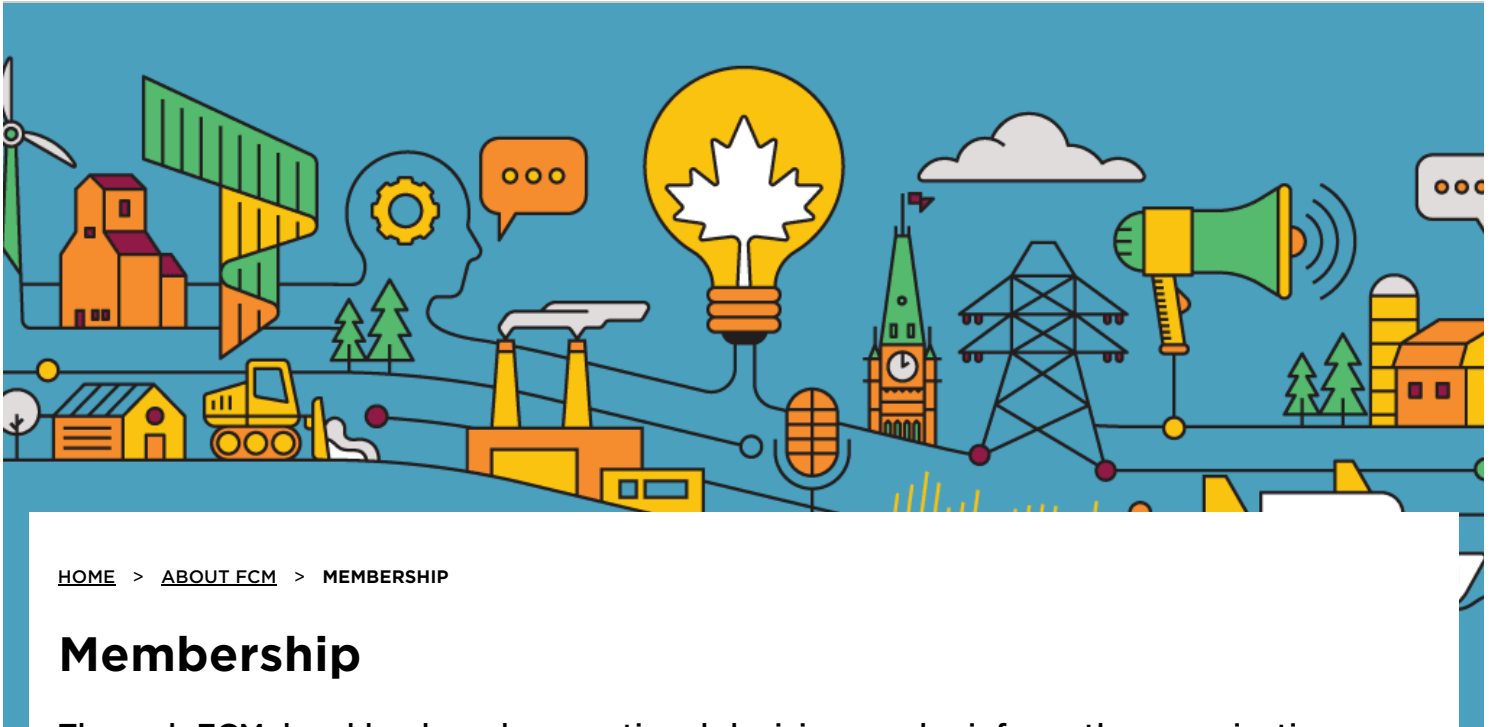
Electronic Funds Transfer

Royal Bank of Canada (RBC)
Institution Number: **003**
Transit Number: **00006**
Account Number: **1113307**

Cheque payable to:

Federation of Canadian Municipalities

accountsreceivable@fcm.ca



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Membership

Through FCM, local leaders shape national decisions and reinforce the organization through their collective voice. FCM's strength stems from its over 2,000 members from coast to coast to coast.



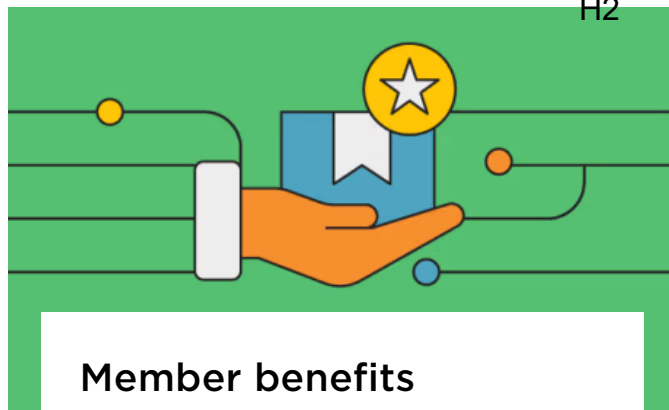
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See some of the historic wins and investments FCM has secured over its 125-year history to empower cities and communities of all sizes.

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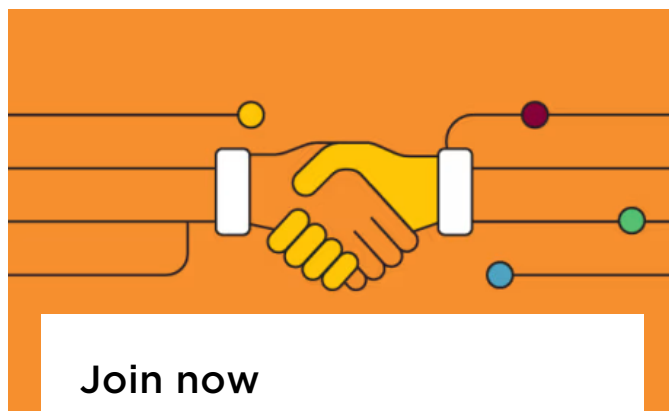
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Legal Defense Fund

See how FCM intervenes in precedent-setting federal cases to defend municipal jurisdiction.

[READ MORE](#)



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- **We unite and advocate for local governments.** For over 125 years, FCM has brought municipal priorities to Ottawa, shaping the national agenda and delivering tools that strengthen communities of all sizes.
- **We are powered by members.** FCM's strength and very existence stem from the leadership and collective voice of over 2,000 municipalities working together to drive real change.

- **We amplify your voice and turn your local solutions into national progress.** Through FCM, local leaders shape national decisions and reinforce the organization through their collective voice. This means we secure tangible wins as we champion key issues like housing, infrastructure, climate adaptation, and public safety.
- **We provide funding, programs, and resources that empower you to succeed.** This includes capacity-building initiatives like the Green Municipal Fund.
- **We connect local leaders with peers, federal officials, and industry experts.** You can find one-of-a-kind networking opportunities our world-class events like our Annual Conference and Trade Show.
- **We deliver exclusive member benefits.** This includes Canada Post discounts, preferred event rates for our Annual Conference and Trade Show, direct access to FCM staff, and opportunities to shape national conversations by joining our Board of Directors.
- **We defend municipal interests.** Through our Legal Defense Fund, we intervene in precedent-setting federal cases to protect municipal jurisdiction.

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Site map

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: January 6, 2026

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

PURPOSE OF REPORT:

To update Council on the ICET funding approval for Phase 2 of the Tahsis Community Boat Launch Project in relation to the re-scoped project.

OPTIONS/ALTERNATIVES

1. Confirm the Village of Tahsis is withdrawing its ICET Capital and Innovation Program funding application for the above referenced project by replying to Brodie Guy's November 21, 2025 letter (attached).
2. Do not withdraw the ICET Capital and Innovation funding application for the above referenced project and advise ICET of this decision in response to Brodie Guy's November 21, 2025 letter.
3. Any other option that Council deems appropriate.

BACKGROUND:

In October 2024, the Village submitted a funding request to ICET under the Capital and Innovation Fund program for Phase 2 of the Tahsis Community Pier and Dock Project. Phase 2 (the Tahsis Marine Gateway project) included the design and construction of a dock and mooring floats to complement the new boat launch construction. On December 2, 2024, ICET provisionally confirmed the funding (see attached). The funding agreement required the Village to match the up to \$200,000 funding commitment from ICET. The Village has committed \$200,000, from the Growing Communities grant, in the 2026-2030 Capital Plan to satisfy the ICET requirement.

In early 2025, the Village received approval from the Province and Canada to re-scope the project by eliminating the dock and mooring floats, primarily in response to the marina project at the adjacent Tahsis Lodge and Marina development. A tender package was prepared with drawings reflecting the new design. An invitation to tender was issued in September 2025 resulting in a contract in the amount of \$769,703.40 being awarded to

Black Creek Industries Ltd. The project budget is approximately \$2.1m. Therefore, the project budget does not require the ICET funding and the matching funds from the Village's Growing Communities grant.

POLICY/LEGISLATIVE REQUIREMENTS:

Not applicable.

FINANCIAL IMPLICATIONS:

The proposed 2026-2030 Capital Plan commits \$200,000 from the Growing Communities Fund, as the matching funds required by ICET funding agreement. Withdrawing the ICET funding request releases this \$200,000 commitment to be potentially used to fund other capital purposes.

STRATEGIC PRIORITY:

Strategic Economic Development Plan (2023), Strategic Priority #3, Infrastructure

Investment in key strategic assets that will make Tahsis a 'destination'

RECOMMENDATION:

Option 1:

Confirm the Village of Tahsis is withdrawing its ICET Capital and Innovation Program funding application for the above referenced project by replying to Brodie Guy's November 21, 2025 letter.

Respectfully submitted:



Mark Tatchell, CAO

November 21, 2025

Mark Tatchell, Chief Administrative Officer
Village of Tahsis
P.O. Box 219
Tahsis, BC V0P 1X0

Sent via email: MTatchell@villageoftahsis.com

RE: Tahsis Marine Gateway – New Public Marina Development

Dear Mark,

I'm writing to extend our sincere appreciation for your collaboration with our staff on the Tahsis Marine Gateway funding application.

Denice Regnier, our Manager of Programs, has advised me that the Village of Tahsis has decided not to proceed with the project as it had been proposed in the application provided on October 30, 2024, and approved by the board of directors on November 29, 2024. We understand and respect Council's decision to withdraw the application at this time, given the project changes, including the neighbouring marina development and the Phase 1 tender coming in under budget.

Could you please confirm in writing that the Village is officially withdrawing the funding application at this time? Upon receiving your confirmation, we will close the application in our records.

We value our partnership and look forward to future opportunities to collaborate on community-led economic development initiatives.

If you would like to discuss this, please don't hesitate to call me directly anytime at 250-207-8282. I look forward to your response.

Respectfully,



Brodie Guy
Chief Executive Officer
Island Coastal Economic Trust

December 2, 2024

Mark Tatchell, Chief Administrative Officer
Village of Tahsis
P.O. Box 219
Tahsis, BC V0P 1X0

Sent via email: MTatchell@villageoftahsis.com

RE: Tahsis Marine Gateway – New Public Marina Development

Dear Mark Tatchell,

I am pleased to write to you that Island Coastal Economic Trust is committing up to \$200,000 in funding for the Tahsis Marine Gateway – New Public Marina Development project. Thank you and your team for working with us on the application to our Capital and Innovation funding program. We're looking forward to working with you on this important new initiative.

The Board of Directors has approved the provision of funding based on the estimated total project value of \$ 1,507,638 subject to the following terms and conditions:

- Receipt of formal documentation confirming secured funding from all sources necessary to complete the project as outlined in the proposal and capital budget.
- Receipt of updated financial forecast, supporting the assumptions for operating revenue.
- Receipt of updated workplan and budget including cost breakdown by activity including supplier quote.
- Written confirmation of any required federal, provincial and local permits and approvals, including any applicable land tenure permits and environmental licenses, must be provided prior to the project start date.
- Confirmation of comprehensive general liability insurance of at least \$2 million per occurrence insuring against personal injury and property damage, including liability assumed under contract insurance, with insurers licensed in British Columbia, with Island Coastal Economic Trust named as additional insured, must be provided prior to the project start date.
- The project must be completed no later than May 30, 2026.

- The funding contribution may only be applied to eligible project costs, as detailed in the funding proposal submitted October 30, 2024. Any changes to the project scope or activities, including any budget changes, must be approved by the Trust.
- A contribution agreement outlining the detailed terms and conditions for the use of the funds must be fully executed by both parties. The date of the contribution agreement will define the start date for the project.

Once each condition has been addressed, we will send a contribution agreement for signature. Upon execution of the funding agreement, we will proceed with issuing the first advance payment.

The Trust board expects the conditions outlined in their funding approval to be addressed, the funding agreement to be executed, and the project to commence within six (6) months from the board's approval. We are here to proactively work with you to address each of the conditions so that we can enter into a funding agreement with your organization as soon as possible. If the conditions are not addressed within six (6) months from the date of this letter, the board's approval will lapse and the funds will be reallocated for investment into other projects.

We ask you to please keep the Trust's funding commitment confidential until such time as a public funding announcement can be made by the Trust and the Village of Tahsis.

The Trust's board and staff are honoured and excited to be able to support this important work. We look forward to working with you to ensure the success of the project.

If you have questions, please contact Denice Regnier, Manager Programs and Corporate Affairs at 250-871-7797 or denice@islandcoastaltrust.ca.

I wish you every success with the completion of your capital project.

Sincerely yours,



Brodie Guy
Chief Executive Officer
Island Coastal Economic Trust

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: December 15, 2025

Re: SPARC Local Community Accessibility Grant (Proposal #4)

PURPOSE OF REPORT:

This report provides follow-up options to the November 18, 2025 staff report, including updated cost details related to a potential SPARC Local Community Accessibility Grant Program application aimed at reducing accessibility barriers at the Tahsis Recreation Centre and on the Village website.

BACKGROUND:

The SPARC Local Community Accessibility Grant provides 100% funding to local governments to address accessibility gaps. As stated in the program guide, “this initiative provides one-time funding for local governments, of up to \$25,000, to remove barriers for persons with disabilities by implementing one of the initiatives identified in their accessibility plan, or by their accessibility committee or feedback mechanism.”

The program guide also states:

“The project that is to be funded through this grant program, must be part of your local Accessibility Plan and must have the support of the local Council and Accessibility Committee. Please supply a letter of support from your Accessibility Committee. Council support can be shown in the form of a formal council or Board resolution, or in the form of a letter of support from the CAO for the local/ regional government.”

Should Council approve preparing and submitting an application to SPARC, Strathcona Accessibility and Inclusion Advisory Committee (SAIAC) will be asked to provide a letter of support.

At the October 21, 2025 Regular Council Meeting, Councillor Lenahan presented a proposal outlining potential accessibility improvements at the Tahsis Recreation Centre. Council endorsed Option 2, approving upgrades that included an accessibility pool ramp, an adult-sized change table, and two privacy curtains.

At the November 18, 2025 Regular Council Meeting, Council received and considered a staff report identifying additional operational and public works costs not previously accounted for, as well as updated estimates for the approved accessibility features. Council voted to rescind motion **VOT 0385/2025** and revisit accessibility considerations during budget discussions.

Council subsequently passed a motion to reconsider the SPARC grant application with a revised mix of accessibility upgrades.

All considered upgrades are either reported barriers through the SAIAC reporting system or are part of SAIAC's prescribed commitments to accessibility.

Budget estimates for Accessibility Upgrades:

1. Two grab bars in Recreation Centre washroom stalls - \$108.00 (delivery and install costs not included)
2. Two privacy curtains in pool change rooms US\$711.00
3. Improve Village of Tahsis website to meet WCAG 2.0 standards - \$6,250.00 – \$8,000.00 (2024 estimate)

The SPARC grant allows reimbursement of wages and benefits for local government forces undertaking eligible project work (e.g., construction or installation). The application will include a contingency to support labour costs associated with installing grab bars and privacy curtains, along with anticipated increases related to website accessibility enhancements. All projects must be completed by March 31, 2026. Council should be advised that there is a risk that not all items will be completed within this timeframe.

OPTIONS:

1. Approve the above accessibility projects outlined above, for inclusion in an application for a SPARC Local Community Accessibility grant, to be prepared by staff, subject to confirming budget estimates and receiving a letter of support from SAIAC.
2. Do not proceed with making an application under the SPARC Local Community Accessibility grant program
3. Any other options that Council deems appropriate.

POLICY AND LEGISLATIVE REQUIREMENTS:

Accessible British Columbia Act: Municipalities must ensure compliance with the Accessible British Columbia Act

Strathcona Accessibility Plan

“Partners commit to incorporating Web Content Accessibility Guidelines (WCAG) standards when revising websites, ensuring improved online accessibility for all users.”

Barriers have been reported through the SAIAC reporting mechanism.

FINANCIAL IMPLICATIONS

There are no anticipated direct costs associated with this proposal as the program funds at the 100% level.

There have been indirect costs, primarily staff time spent to date on previous proposals and staff reports and further staff time will be required to proceed with this proposal.

STRATEGIC PRIORITIES:

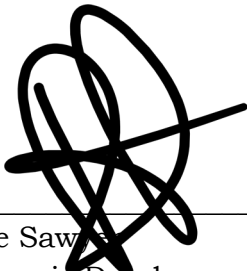
Update the Village website to improve communication and accessibility, including implementing a newsletter to residents. (Deferred to 2026)

RECOMMENDED OPTION:

Option 1

Approve the above accessibility projects outlined above, for inclusion in an application for a SPARC Local Community Accessibility grant, to be prepared by staff, subject to confirming budget estimates and receiving a letter of support from SAIAC.

Respectfully submitted for Council’s consideration:



Paige Saw
Economic Development Coordinator

Approved for Council’s consideration



Mark Tatchell, CAO

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council
From: Chief Financial Officer
Date: December 10, 2025
Re: Financial Audit Services Contract Award

PURPOSE OF REPORT:

To update Council on the results of the Request for Proposal (RFP) for Financial Audit Services and seek Council approval of a 5-year contract with Chan Nowosad Boates LLP (CNB).

OPTIONS/ALTERNATIVES

1. Receive the report and approve a 5-year contract with Chan Nowosad Boates as the Village's Municipal Auditors for 2025-2029 and
2. THAT Council appoint Chan Nowosad 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.
3. Receive the report and do not approve the 5-year contract with Chan Nowosad Boates.
4. Any other alternative that Council deems appropriate.

BACKGROUND:

The RFP was issued on November 5, 2025 and published on BC Bid and Civic Info inviting qualified firms to submit proposals for the provision of financial audit services for a five-year term, with an option to extend for an additional two years. The RFP is attached to this report.

The scope of services included the following:

The selected municipal auditor will be responsible for conducting the annual independent audit of the Village's financial statements in accordance with Canadian auditing standards, preparing the required audit reports and management letters, presenting audit findings to Council when requested,

and providing ongoing professional advice on accounting standards, financial reporting requirements, and emerging legislative or regulatory changes affecting municipal governments.

Two proposals were received by the December 5, 2025 deadline. All proposals were submitted by qualified public accounting firms licensed in British Columbia, and both proponents are located in Campbell River.

Criteria	Weighting
Municipal Audit Experience	20%
References	15%
Personnel / Team Qualifications	15%
Audit Approach & Implementation	15%
Value-Added Services	5%
Audit Fee	30%

The evaluation ranked the listed firms as follows:

CNB	95.5
MNP	87.1

One of the guiding principles of the procurement policy is: ensure the Village receives the “best value” in acquiring goods and services. “Best value” is based on competitive bids and high quality along with positive social benefits. Attached to this report is CNB’s proposal which includes a reference letter from We Wai Kai Nation.

Staff’s evaluation resulted in an overall score of approximately **95%** for CNB, supported by strong municipal experience, service delivery, and a significantly lower audit fee than the competing proposal.

POLICY/LEGISLATIVE REQUIREMENTS:

1. Village of Tahsis Procurement Policy #2010
2. Community Charter: s.169(1) – A council must appoint an auditor for each financial year. And s.169(2) – The appointment must be made by resolution of council.

FINANCIAL IMPLICATIONS:

	Annual Base Fees	Courtesy Discount	Annual Fees
Period 1 - December 31, 2025	\$23,075	\$2,310	\$20,765
Period 2 - December 31, 2026	24,200	2,420	21,780
Period 3 - December 31, 2027	25,400	2,540	22,860
Period 4 - December 31, 2028	26,700	2,670	24,030
Period 5 - December 31, 2029	28,000	2,800	25,200
Period 6 - December 31, 2030 (Village Option)	29,400	2,940	26,460
Period 7 - December 31, 2031 (Village Option)	30,900	3,090	27,810

RECOMMENDATION:

Option 1 & 2

Respectfully submitted:



Adia Mavrikos, CPA, CA
Chief Financial Officer

Application: Tahsis Trail Improvements

Village of Tahsis
Grant Intake

Summary

ID: 0126-3437495892

Applicant Information and Eligibility

Completed - Dec 15 2025

Applicant Information and Eligibility

Privacy

Confidentiality

Completing this application is voluntary and you may choose to stop the application at any time before submitting.

Your responses will be confidential. Only authorized evaluators, ORCBC staff, ORCBC board members, contractors, and relevant regulatory bodies will have access to your responses for the purpose of evaluating the application, unless otherwise indicated in the application. Further, all personal information collected will be handled in accordance with the Personal Information Protection Act (BC).

If you have any questions about this application, please contact the ORCBC team by email at grants@orcbc.ca.

By selecting yes below you are acknowledging that you have read and understood the intent and terms of this application.

Yes, I understand and agree to terms of this application.

Applicant Information

Applicant Information

This section collects general information.

Full Legal Name of Organization

H6

Village of Tahsis

Operating Name (if different than legal name)

(No response)

Organization Address

Address Line 1	977 S.Maquinna Dr
Address Line 2	(No response)
City/Town	Tahsis
Province	British Columbia
Postal Code	V0P1X0

Primary Contact Information

To be notified about the status of your application.

First Name	Paige
Last Name	Sawyer
Role	Economic Development
Email	Ecdev@villageoftahsis.com
Phone	6729790127

Tell us about your organization and explain why you are well suited to undertake the proposed project.

Include your purpose/mission, relevant experience and how you engage with the community where your project takes place. (Max. 200 words recommended)

The Village of Tahsis is a small, rural and remote coastal community on the west coast of Vancouver Island. As a post-industry village, Tahsis has experienced significant economic transition following the decline of the forestry sector and is focused on building long-term resilience through sustainable diversification.

The Village's purpose is to support a livable, inclusive community by strengthening local infrastructure, stewarding natural assets, and advancing projects that reflect community priorities and regional collaboration. Despite limited financial and staffing capacity, the Village has demonstrated the ability to deliver projects through partnerships, efficient use of grant funding, and strong local coordination.

Tahsis works closely with the Mowachaht/Muchalaht First Nation, whose traditional territory encompasses the region and who are advancing outdoor recreation as a post-industry economic development pathway. Projects are developed through community engagement, regional collaboration, and alignment with Indigenous and municipal priorities, ensuring initiatives are locally supported, realistic, and impactful within a rural and remote context.

ORCBC Affiliation

Please select the option that best describes your organization's affiliation with ORCBC. For reference, organizations in good standing are listed [here](#).

This question is for informational purposes only and will not affect your eligibility or the evaluation of your application.

Not an ORCBC member.

Did you receive funding in the last intake of the Outdoor Recreation Fund Grant in 2025?

Note: If you answer yes, please submit your completion report or interim report prior to applying again.

No.

Eligibility Confirmation

Eligibility

H6

This section helps confirm that your organization and project are eligible to apply before completing the application.

Please select the organization type that describes your organization.

Local government in BC

Organization's Registration Number

Registered charities, local governments, and Indigenous governments: provide *CRA registration number*.

Incorporated non-profit organizations: provide *society number*.

108180365

Does this project take place in British Columbia?

Yes

Application: Tahsis Trail Improvements

Village of Tahsis
Grant Intake

Summary

ID: 0126-3437495892

Authorizations

Completed - Dec 15 2025

Authorizations

Authorizations

It is your responsibility to know if your project requires partnership agreements, authorizations, permits, or approvals. Some projects may require them and others may not.

This is a non-exhaustive list of examples of what may be required.

- RSTBC or BC Parks Partnership Agreements where the agreement clearly authorizes the works described in the proposal and the works are proposed within the agreement area.
- Authorization under Section 57 of the Forest and Range Practices Act (FRPA).
- Authorizations under the Land Act.
- Authorizations under the Water Sustainability Act.
- BC Parks permits.
- An agreement or letter of support from a private landowner (for private lands).
- A letter of support from Chief and Council or Band Council Resolution (for reserve lands).

Authorization Requirements

Does this project require formal partnership agreements, authorizations, permits or approvals?

No

Application: Tahsis Trail Improvements

Village of Tahsis
Grant Intake

Summary

ID: 0126-3437495892

Project Information

Completed - Dec 15 2025

Project Information

Project

Brief Description

Please provide a one to two sentence description of this project that can be used for communication purposes.

Local trail enhancements to increase accessibility and promote outdoor recreation and its benefits for residents and visitors.

Please tell us about this project, what benefits will be created and who will benefit. Include project activities and timelines. *(Max. 400 words recommended)*

Over past decades, several municipal trails were constructed to support recreation, community connection, and access to natural areas. Many of these trails are now falling into disrepair due to age, weather exposure, and limited maintenance capacity.

This project will focus on safety upgrades to two existing municipal trails that currently present barriers for users with mobility challenges.

Key project activities include:

Repair or replacement of deteriorating footings and handrails

Targeted trail surface improvements to increase safety and usability

Coordination with local volunteers interested in trail building and maintenance

Oversight and project management by the Village to ensure work meets safety standards

The project is anticipated to be completed within the 2026 construction season, with planning and coordination occurring in early 2026, followed by on-the-ground improvements during favorable weather conditions.

Benefits and Who Will Benefit

This project will deliver immediate and long-term benefits to residents and visitors by:

Improving public safety on heavily used community trails

Increasing useability for seniors

Supporting volunteer engagement and skill development in trail maintenance

Enhancing outdoor recreation opportunities that contribute to community well-being and economic resilience

The ORC BC grant will provide critical funding to advance this work, enabling a small and remote community with limited financial resources to restore essential outdoor recreation infrastructure that supports inclusive, accessible, and sustainable community use.

Grant Program and Project Information

The Outdoor Recreation Fund of BC seeks to support initiatives that create or shape meaningful outdoor recreational or nature-based experiences for British Columbians.

The program has three main priorities.

- 1. Outdoor Enhancement:** To meaningfully support groups, that are largely volunteer-driven, who enhance and maintain outdoor recreation infrastructure. The project must have a physical result.
- 2. Stewardship & Education:** To foster responsible use of the outdoors through education and stewardship initiatives that minimize environmental, cultural, and safety impacts of outdoor adventuring.
- 3. Inclusive Participation:** To cultivate accessible, inclusive and diverse outdoor recreation opportunities by encouraging participation in outdoor recreation for under-represented groups.

Priority Alignment

Please select all of the priorities this projects falls under. You may select more than one if this project aligns with more than one priority.

Responses Selected:

Outdoor Enhancement

Inclusive Participation

Priority Alignment - Outdoor Enhancement

H6

Tell us about how this project aligns with *Outdoor Enhancement*?

This project aligns with Outdoor Enhancement by supporting a largely volunteer-driven community to complete physical improvements to existing municipal trails in Tahsis. Grant funding will enable safety and accessibility upgrades, complementing enhancements made by the Mowachaht/Muchalaht First Nation on the Woss Lake Grease Trail and strengthening local outdoor recreation infrastructure.

Priority Alignment - Inclusive Participation

Tell us about how this project aligns with *Inclusive Participation*?

This project supports Inclusive Participation by improving safety and accessibility on local trails, enabling broader participation in outdoor recreation. By repairing handrails and footings, the Village aims to make trail networks as accessible as terrain-appropriate, supporting seniors, individuals with mobility challenges, and other under-represented community members.

Project Goals

List between one to three project outcomes or goals. It is recommended that each priority addressed in the project description have at least one relevant outcome or goal. Please make them specific and measurable.

For additional guidance on goals setting, we recommend following the S.M.A.R.T. goals tool which is an acronym used to set clearly defined goals. There are plenty of free online resources that provide more information.

Examples:

- To improve safety and enable use for people of diverse abilities on the Misty Peak Trail by removing overgrown brush on 5km of trail and by resurfacing 1km of the trail by November 2026.
- To protect against invasive plants and organisms on Emerald Mirror Lake by installing 20 new educational signs, by October 2026, along the lake access points that encourage "clean, drain, dry" behaviour from paddlers.
- To encourage participation in snowshoeing for low-income youth by providing five skill and knowledge building trips to fifty low-income youth in the region by March 2027.

	Goal(s)	Which priority does this goal best align with?
1	To improve safety and accessibility of Village trails, a recommendation of the Village's Age Friendly Action Plan	Inclusive Participation
2	To encourage the participation of a local volunteer trail building and maintenance group	Outdoor Enhancement
3		

Start Date

Indicate the expected project start date.

Note: We will only fund expenses incurred after the grant has been awarded.

Apr 1 2026

Completion Date

Indicate the expected project completion date.

Note: Projects are expected to be completed by March 31, 2027.

May 29 2026

Primary Activities

Select between **one to three PRIMARY activity types** that are likely to benefit the most from this project.

Responses Selected:

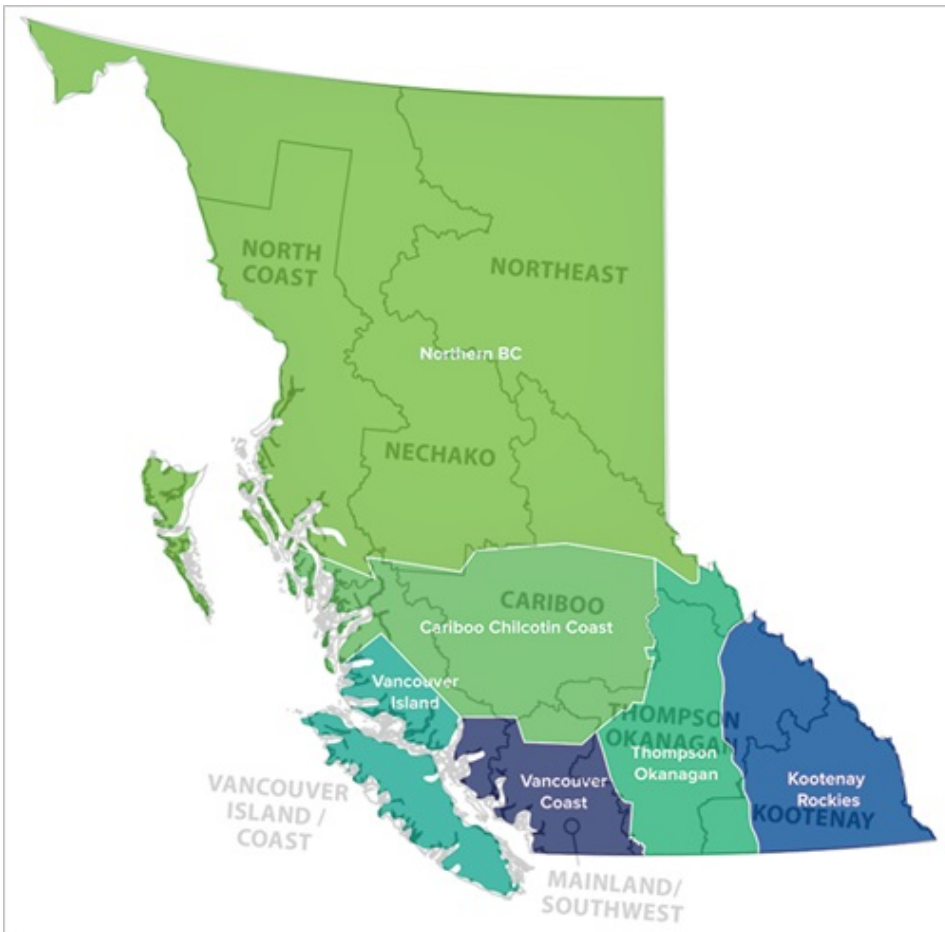
Hiking

Select ALL additional activity types that may also benefit from this project.

Responses Selected:

Nature interpretation/wildlife viewing
Park/picnic
Trail running
Other:: Walking

Please select all the (tourism) regions where this project will take place.



(Image: go2hr)

Responses Selected:

Vancouver Island

Community

What community or communities does this project take place in?

Village of Tahsis

Please list the Indigenous Nations or communities whose traditional territories this project takes place in.

Mowachaht/Muchalaht First Nation

Relationship to Indigenous Peoples

Please read the [I4DM Matrix](#) and select the category that best describes your organization. The I4DM Matrix was developed by the the Circle on Philanthropy and Aboriginal Peoples in Canada as a guide for conversation and consideration by Indigenous and non-Indigenous actors in the philanthropic space and to help define non-profit organizations' relationships to Indigenous Peoples.

Your selection should reflect the CURRENT state of your organization and not its future goals or aspirations.

Indigenous Informed

Reconciliation

The recreation sector can play a vital role in supporting reconciliation with Indigenous Peoples by fostering respectful relationships, acknowledging traditional territories, and collaborating on various initiatives. The next question asks you to comment on your organization's past and current efforts, learning and interest in advancing reconciliation with Indigenous Peoples. ORCBC recognizes that this process can look different for everyone and encourages all groups to apply no matter where they are on the reconciliation journey.

Please describe the steps that your organization has taken and/or plans to take as part of this project to build relationships with the Indigenous Nations and communities whose traditional territories your project takes place on. (Max. 200 words recommended)

The Village of Tahsis works closely with the Mowachaht/Muchalaht First Nation (MMFN), whose traditional territory encompasses the community, across multiple areas including tourism, marketing, outdoor recreation, and broader economic development. This relationship is built on regular communication, collaboration, and participation in shared planning and project tables.

For this project, the Village will continue to engage with MMFN through ongoing dialogue to ensure alignment with community priorities, respect for cultural and environmental values, and opportunities for collaboration where appropriate. Tahsis routinely partners with MMFN on mutually beneficial initiatives and views relationship-building as an ongoing process grounded in respect, transparency, and shared outcomes.

The Village is committed to advancing projects in a manner that supports reconciliation by recognizing MMFN leadership in regional outdoor recreation initiatives and seeking to complement, rather than duplicate, efforts within the Nootka region. These steps help ensure projects are developed collaboratively and contribute positively to long-term relationships between the Village and the Mowachaht/Muchalaht First Nation.

Collaboration and Partnerships

Please provide the names of organizations and governments (Indigenous and/or non-Indigenous) you are collaborating with on this project, and describe your collaboration or partnership in one sentence.

	Name	Description
	Tahsis Trail Tenders	Volunteer trail group, seeking assistance and input from their member base to carry out work if feasible.

Will there be a fee associated with accessing the proposed project?

No

Application: Tahsis Trail Improvements

Village of Tahsis
Grant Intake

Summary

ID: 0126-3437495892

Budget

Completed - Dec 15 2025

Budget

Budget

This section collects information on the project budget including the funding request to ORCBC, matching cash contributions and matching in-kind contributions.

Examples of Eligible Activities and Expenses

- Trail enhancement or maintenance.
- Education and awareness initiatives.
- Habitat restoration projects in recreation areas.
- Accessibility improvements for diverse user groups.
- Equipment purchases essential for recreation activities (e.g., adaptive or safety gear).
- Workshops or training programs for volunteers and recreation users.
- Reimbursement of reasonable, project-specific expenses to volunteers (e.g., transportation to project site, meals, gear).
- Overhead costs: Administrative and operational expenses (up to 20% of the total request)

Examples of Ineligible Activities and Expenses

- Activities that take place in highly cultivated recreation areas such as playgrounds, skateparks, tennis courts, sports fields or urban farms.
- Projects occurring on private land with no public access.
- Building of new trails (enhancements of existing trails such as trail connectors are allowed)
- Activities that primarily provide financial benefits for individuals.
- Expenses incurred before funding has been approved.
- Payment to volunteers (reimbursement of reasonable expenses allowed).
- Endowments, debt retirement, reserves, mortgage paydowns and land acquisition.

A 1:1 **matching contribution** of cash and/or in-kind support is required. The matching contribution is calculated as a minimum 1:1 match of the amount being requested. In other words, if your organization is requesting a \$5,000 grant, you are asked to provide \$5,000 or more in matching contributions. Matching contribution can be fulfilled with:

- Monetary contributions from other sources
- In-kind contributions which include
 - Donated materials at verified fair market value
 - Donated accredited professional services at verified fair market value

- Volunteer labour at \$25/hour

H6

Example

Grant Request	\$5,000
Matching Contribution (cash and/or in-kind)	\$5,000
TOTAL PROJECT BUDGET	\$10,000

Budget Upload

Please upload your project budget. You are required to use the [template](#) provided by ORCBC.

[Outdoor-Recreation-Fund_Budget-Sheet_Template.xlsx](#)

Filename: Outdoor-Recreation-Fund_Budget-Sheet_Template.xlsx.xlsx **Size:** 149.7 kB

Budget Summary

Please enter the following amounts from the 'summary' section of your budget. The amounts must match the amounts shown in your uploaded file.

Total Project Cost	5922
Grant Request from the Outdoor Recreation Fund	2961
Matching Contribution: Cash	2961
Matching Contribution: In-Kind	0
Total Matching Contributions	2961

Outdoor Recreation Fund Request	2961
<i>Matching Contribution: Cash</i>	<i>976.5</i>
<i>Matching Contribution: In- Kind</i>	<i>1984.5</i>
Total Matching Contribution	2,961

Grant Intake

Applications are open. Deadline to apply is January 20, 2026 at 11:59 pm P.T.

About

The purpose of the Outdoor Recreation Fund of BC is to support grants for community-based initiatives that create and shape meaningful nature-based and outdoor recreational experiences for British Columbians. There are three priorities to the types of grants that will be considered.

1. **Outdoor Enhancement:** To support community groups who enhance and maintain trails, signage and outdoor recreation infrastructure.
2. **Stewardship & Education:** To foster responsible use of the outdoors through education and stewardship initiatives that minimize environmental, cultural, and safety impacts of outdoor adventuring.
3. **Inclusive Participation:** To cultivate accessible, inclusive and diverse outdoor recreation opportunities by encouraging participation in outdoor recreation for under-represented groups.

Eligibility Requirements

Organizations	<p>The application will be open to:</p> <ul style="list-style-type: none"> • Registered charities • Incorporated non-profit organizations • Local governments in BC • Indigenous governments in BC
Projects	<p>Application will be open to projects that:</p> <ul style="list-style-type: none"> • Align with the purpose of the fund • Align with one (or more) of the three priorities • Are ready-to-go, which means that any required authorizations are in place before applying • Take place in British Columbia • Take place in natural settings—such as parks, trails, and natural aquatic areas—this does not include activities that take place in highly cultivated recreation areas (such as playgrounds, community gardens, skateparks, sports fields or urban farms). <p>Projects must be completed by March 31, 2027.</p>
Matching Contributions	<p>A 1:1 matching contribution of cash and/or in-kind support is required. The matching contribution is calculated as a minimum 1:1 match of the amount</p>

	<p>being requested. In other words, if your organization is requesting a \$5,000 grant, you are asked to provide \$5,000 or more in matching contributions. Matching contribution can be fulfilled with:</p> <ul style="list-style-type: none"> • Monetary contributions from other sources • In-kind contributions which include <ul style="list-style-type: none"> ○ Donated materials at verified fair market value ○ Donated accredited professional services at verified fair market value ○ Volunteer labour at \$25/hour <p>Example:</p> <ul style="list-style-type: none"> • Grant request: \$5,000 • Minimum matching contribution: \$5,000 (cash and/or in-kind)
Funding Amount	Grant sizes range from \$2,000 to \$10,000.

Expenses

Eligible Expenses	<p>Expenses must be tied to the project outcomes as outlined in the application. Examples of eligible activities and expenses include but are not limited to:</p> <ul style="list-style-type: none"> • Trail enhancement or maintenance. • Education and awareness initiatives. • Habitat restoration projects in recreation areas. • Accessibility improvements for diverse user groups. • Equipment purchases essential for recreation activities (e.g., adaptive or safety gear). • Workshops or training programs for volunteers and recreation users. • Reimbursement of reasonable, project-specific expenses to volunteers (e.g., transportation to project site, meals, gear). • Overhead costs: Administrative and operational expenses (up to 20% of the total request)
Ineligible Expenses	<p>The grant program will not fund:</p> <ul style="list-style-type: none"> • Activities that take place in highly cultivated recreation areas such as playgrounds, skateparks, tennis courts, sports fields or urban farms. • Projects occurring on private land with no public access. • Building of new trails (enhancements of existing trails such as trail connectors are allowed) • Activities that primarily provide financial benefits for individuals. • Expenses incurred before funding has been approved.

- Payment to volunteers (reimbursement of reasonable expenses allowed).
- Endowments, debt retirement, reserves, mortgage paydowns and land acquisition.

Deadline

Jan 20 2026 11:59 PM (PST)





VILLAGE OF TAHSIS
Bylaw No. 676, 2026

A Bylaw to Amend the “Reserve Funds Bylaw 666, 2024.

The Council of the Village of Tahsis in an open meeting assembled enacts as follows:

1. THAT “Reserve Funds Bylaw No.666” be amended as follows:

- a) Remove the Table under Section 2. Reserve Funds Established, and replace with the following table:

Column 1 - Reserve Fund	Column 2 - Reserve Fund Purpose
Canada Community Building (Gas Tax) Reserve Fund	To fund eligible capital projects under the Community Works Gas Tax Agreement
Capital Works, Machinery & Equipment Reserve Fund	To fund purchase of new capital works, extensions or renewals of existing works and to provide for machinery and equipment necessary for capital projects for the maintenance of municipal property or for the protection of persons and property
Fire Hall Reserve fund, Vehicles and Equipment Replacement Reserve Fund	To provide for the cost of a new fire hall including land, buildings, machinery and equipment
Recreation Centre Capital Works, Machinery and Equipment Reserve	To provide for the cost of the recreation centre
Water Replacement Capital Reserve Fund	To provide for the renewal of water infrastructure
Sewer Replacement Capital Reserve Fund	To provide for the renewal of Sewer infrastructure
Land Sale Reserve	For payment of any debt remaining in relation to municipal property sold and for acquiring land and related improvements of a capital nature
Growing Community Fund Reserve	This reserve is established as a requirement of British Columbia’s Growing Communities Fund (GCF) program to fund planning costs and capital investments in community infrastructure and amenities
Solid Waste Machinery and Equipment Replacement Reserve Fund	To provide for Solid Waste Projects, Machinery and Equipment
Daycare Operating Reserve Fund	To support non-capital daycare needs.
Economic Development Reserve Fund	To support economic development activities
Financial Stabilization Reserve Fund	This fund is used for major emergent operating issues, one-time projects, and to offset unrealized revenues.

2. This Bylaw may be cited for all purposes as “Reserve Fund Bylaw No. 676, 2025 Amendment No. 2, Bylaw No. 666, 2024.”

READ A FIRST TIME this 2nd day of December, 2025.

READ A SECOND TIME 2nd day of December, 2025.

READ A THIRD TIME this 2nd day of December, 2025.

ADOPTED this 6th day of January, 2026.

Mayor

Corporate Administrator

Dear Council,

Dec 8, 2025

Thank you for all the work you do to keep our town clean and working. I'm in Grade 9 and I would like to propose you build a skatepark for the town of Tahsis. I know what you're thinking : "What would a skatepark do for the town of Tahsis?"

A skatepark would provide a safe space for (primarily adolescent) people who skateboard, scooter, bike, BMX, and incline roller skate. It would also keep kids off the roads and stop them from possibly getting run over. If someone in Tahsis wants to use a skatepark, they have to go to Campbell River and they barely have a skate spot when they get there. Also, not everyone's parents can take them that far, or take them very often.

At least 8 of us like to bike, scooter, and skate, and there's nowhere safe to do that in town. We also want to challenge ourselves athletically and mentor the younger kids to love the sports as well.

Although it could be expensive to build, it doesn't need much maintenance or any workers once it is built. It would create jobs in construction to build it, and provide another activity for tourists in the summer, and citizens here year round.

Skateboarding and similar sports are also now in the Olympics and most people learn from trying on their own, from older mentors in the community, from videos online, and from building up from small skills to harder ones.

It would be really helpful to have a safe space to learn new skills, be with our friends, introduce other kids to these sports, have some independence, and spend time outdoors in healthy pursuits with peers. If building is too expensive, maybe there's a space that's suitable that could be designated as a skatepark and some cleanup done, maybe a rail or slope put in?

I know from PHE that kids my age need to have an hour of really good exercise every day, and most of us don't come close to that.

Thanks for taking the time to consider my proposal.

Sincerely,

Madisyn Foster

Madisyn Foster



TOWN OF VIEW ROYAL

45 View Royal Avenue, Victoria, BC, Canada V9B 1A6
Ph. 250-479-6800 · E. info@viewroyal.ca · www.viewroyal.ca

December 4, 2025

Sent via Email

LETTER TO ALL BC MUNICIPAL COUNCILS

Dear Mayor and Council,

RE: Judicial Review of Provincial Housing Laws — Bills 44, 47, 13, 15, and M216

Municipalities across British Columbia are now subject to a suite of provincial housing laws — Bills 44, 47, 13, 15, and M216 — introduced and passed at remarkable speed, with limited consultation and, in some cases, under non-disclosure agreements that prevented open discussion. The timing of these Bills, released after the UBCM resolution deadline, removed the only coordinated opportunity for local governments to provide input or seek policy direction. As a result, councils were left without a meaningful role in shaping legislation that fundamentally alters their authority.

These Bills are not simply about housing supply. Individually and collectively, they alter how local democracy functions. Powers traditionally exercised by elected councils have shifted to prescriptive provincial requirements and external decision-makers. The cancellation of public hearings for many zoning decisions has further limited residents' ability to participate in community planning. Taken together, these changes raise serious questions about whether local governments can continue to operate as accountable democratic institutions.

View Royal Council has authorized the Mayor and CAO to explore a coordinated Judicial Review and to invite other municipalities to consider joining. The purpose of such a review is not to oppose housing, but to obtain clarity on whether the Province acted within lawful limits and whether proper democratic and procedural safeguards were respected.

A Judicial Review would seek answers to key questions:

- Whether these Bills, individually or combined, have eroded councils' capacity to govern and consult their residents.
- Whether eliminating public hearings is consistent with procedural fairness.
- Whether the Province exceeded its authority in reshaping core municipal land use powers.
- Whether the speed, secrecy, and timing of the legislative process met principles of responsible governance.
- What limits exist on unilateral changes to local democratic authority.

Without clarity, municipalities are left uncertain about their future role and accountability to their communities.

We invite your council to consider joining a coalition of municipalities to examine these issues together and to share the associated work and costs.

Sincerely,

A handwritten signature in black ink, appearing to be 'Sid Tobias', written over a light blue grid background.

Mayor Sid Tobias
Town of View Royal

Email: mayortobias@viewroyal.ca

or

c/o View Royal Town Hall
45 View Royal Avenue, Victoria BC V9B 1A6

Email: mayorandcouncil@viewroyal.ca

Attached: **Appendix with Sample Resolutions**

APPENDIX: SAMPLE RESOLUTION FOR COUNCILS

RE: Judicial Review of Provincial Housing Laws — Bills 44, 47, 13, 15, and M216

- THAT Council express its interest in joining a coalition of British Columbia municipalities and regional districts to evaluate and potentially pursue a coordinated Judicial Review of provincial housing legislation, including Bills 44, 47, 13, 15, and M216;
- AND THAT Council note concerns regarding the lack of consultation, the use of non-disclosure agreements, the timing of legislative release after the UBCM resolution deadline, the removal of public hearings, and the cumulative erosion of local democratic authority;
- AND THAT Council support the creation of a joint municipal working group to identify shared legal issues, coordinate information, and explore cost-sharing;
- AND THAT Council authorize the Mayor or designate to engage with participating municipalities and report back on legal options, partnership structures, and financial implications.

December 12, 2025

Mayor Martin Davis and Council
Village of Tahsis
Box 219
Tahsis, BC V0P 1X0

Dear Mayor Martin Davis and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: SECOND COMMUNITY WORKS FUND
PAYMENT FOR 2025/2026**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2025/2026. An electronic transfer of \$40,653 is expected to occur in December 2025. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Cori Ramsay
UBCM President

PC: Adia Mavrikos, Director of Finance



Fw: Request for Council Support – BC Coastal Marine Strateg

From Janet St. Denis <J.St.Denis@villageoftahsis.com>

Date Thu 12/4/2025 1:38 PM

To Janet St. Denis <J.St.Denis@villageoftahsis.com>

2 attachments (565 KB)

Coastal Marine Strategy Motion For Consideration_Dec 2025.pdf; Coastal Marine Strategy Brief_Dec 2025_CPAWS BC_WCEL.pdf;

----- Forwarded message -----

From: **Natalie Groulx** <natalie@cpawsbc.org>

Date: Wed, Dec 3, 2025, 4:40 p.m.

Subject: Request for Council Support – BC Coastal Marine Strategy

To: <mayor@villageoftahsis.com>, <sfowler@villageoftahsis.com>, <cnorthcott@villageoftahsis.com>, <blenahan@villageoftahsis.com>, <rmoore@villageoftahsis.com>

Dear Mayor Davis and Members of Council,

On behalf of the Canadian Parks and Wilderness Society – BC Chapter (CPAWS-BC) and West Coast Environmental Law, I am reaching out to request your Council's support for the BC Coastal Marine Strategy (CMS) and accompanying legislative framework to ensure its long-term success.

The strategy, co-developed by the Province of BC and coastal First Nations, provides [a blueprint](#) for protecting marine ecosystems, supporting local economies, and strengthening community resilience along our coast.

We respectfully request that your Council consider passing a motion of support and directing the Mayor to write to Premier David Eby and the Honourable Randene Neill, Minister of Water, Land and Resource Stewardship, expressing your support for the BC Coastal Marine Strategy and its implementation, and urge the Provincial Government to enshrine the BC Coastal Marine Strategy into law.

The initiative has received formal endorsements from the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM). Endorsement from your Council would provide significant additional support at the local level.

Thank you for your time and consideration. Please find attached:

- A council motion template, and
- A brief on the need and value of the BC Coastal Marine Strategy.

We also welcome the chance to brief you on the opportunities within the Coastal Marine Strategy for your community.

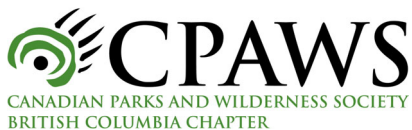
Warm regards,

--



Natalie Groulx (she/her)
Acting Conservation Director
Ocean Program
CPAWS-BC

✉ natalie@cpawsbc.org
☎ 604-685-7445 x 6
📍 #227- [312 Main St, Vancouver, BC, V6A 2T2](#)
Lands and waters of the Coast Salish Peoples
🔗 cpawsbc.org



[Make a gift for nature today.](#)

This message was sent from the unceded and traditional homelands of the lək̓ʷəŋən.

At CPAWS-BC, we value and respect flexible work arrangements. As such, my work week may look different from yours. Please do not feel obligated to respond outside of your normal working hours; I will respond when I am able. My working hours are 8am to 4:30pm PT, Monday-Thursday. [Learn more here.](#)



Strengthening BC's Economy and Readiness Through the BC Coastal Marine Strategy

British Columbia stands at a pivotal moment. Our coastal communities are on the frontlines of both economic pressures and environmental change. As the BC chapter of the Canadian Parks and Wilderness Society (CPAWS-BC), we work to safeguard the lands and waters that sustain us. Both CPAWS-BC and West Coast Environmental Law believe this is a timely opportunity to work together to strengthen resilience through the Coastal Marine Strategy – an approach that supports local economies while safeguarding the natural systems we all depend on.

The [BC Coastal Marine Strategy](#) is an overarching provincial framework with 116 concrete activities for managing coastal and nearshore marine areas within provincial jurisdiction. When fully implemented, the strategy can drive climate adaptation, grow BC's blue economy, enhance national defense, and advance Indigenous coastal management.

Protecting the coast is not just about the environment, it's smart economic policy.

Marine-based tourism and recreation alone generate over \$5 billion annually,¹ and the global ocean economy is projected to double between 2010 and 2030, outpacing broader global growth by 20%.² This represents a major opportunity for BC to expand its blue economy. Furthermore, these figures do not account for the vast amount of ecosystem services provided by marine and coastal areas. A 2012 report found the nearshore areas of BC's Lower Mainland provided \$22.6 billion in ecosystem services per year (this value translates to approximately \$30 billion as of 2024).³ This strategy will support a productive and biodiverse ocean, which is necessary for a thriving and sustainable blue economy.

¹ Big River Analytics Ltd. (2021). Economic Contribution Analysis: For the Economic Contribution of the Oceans Sector in Coastal BC. Unpublished and prepared privately for the governments of British Columbia and Canada.

² OECD, The Ocean Economy in 2030 (2016), p. 30, online: https://www.oecd.org/content/dam/oe.cd/en/publications/reports/2016/04/the-ocean-economy-in-2030_g1g6439e/9789264251724-en.pdf

³ David Suzuki Foundation and Earth Economics: Nearshore Natural Capital Valuation (November 2012), p. 67, online: <https://david Suzuki.org/wp-content/uploads/2012/11/nearshore-natural-capital-valuation-aquatic-benefits-british-columbia-lower-mainland.pdf>

The Coastal Marine Strategy can also strengthen national defence. BC's coastline is home to critical defense and emergency response infrastructure, and integrated coastal planning under the Strategy aligns with both provincial and national defense priorities. When implemented, it will enhance readiness in the face of climate impacts and geopolitical risks.

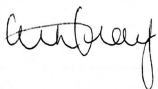
*"Many of us have seen first-hand the damage of degraded shorelines, pollution, abandoned vessels, declining salmon and contaminated shellfish. In a coastal province like ours, these impacts ripple inland, from Salmon Arm in the Okanagan all the way to the Rockies. Our coast also hosts critical national defense and emergency response infrastructure. So whether you are interested in the environment, the economy or national defense, a coordinated effort from the Province to protect our coast needs the force of law behind it." – **Councillor Mary Wagner**, the City of Langford*

Although the release of the Coastal Marine Strategy is a significant accomplishment for BC, a glaring functional gap remains, as the strategy does not have a legal framework to back it up. Legislation is key to strong, integrated coastal management. An accompanying legal framework would make the Coastal Marine Strategy durable and effective across government.

With your local government's support, BC can ensure the strategy drives lasting results for our economy, communities, and coastal ecosystems.

We welcome the opportunity to brief you on the opportunities within the Coastal Marine Strategy for your community.

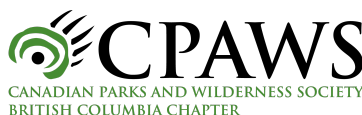
Sincerely,



Erin Gray
Staff Lawyer
West Coast Environmental Law
egray@wcel.org




Natalie Groulx
Acting Conservation Director, Ocean Program
CPAWS-BC
natalie@cpawsbc.org



**Motion:**

WHEREAS in July 2024, following extensive consultation with First Nations and stakeholders, the Province of British Columbia released its first ever Coastal Marine Strategy, providing a 20-year vision of a “diverse, productive and resilient coastal marine environment that is valued in its own right and that supports the prosperity, health and well-being of coastal communities now and into the future”;

WHEREAS the Coastal Marine Strategy details nine important goals (diverse marine life; abundant wild Pacific Salmon; a clean coast; climate-ready communities; a sustainable coastal economy; vibrant coastal communities; trusting, respectful relationships; a robust tool kit; and integrated and balanced management), but does not have the force of law, and codifying the Strategy into law would support its success and longevity rather than leaving it dependent on the priorities of the government of the day:

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



2026 AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

The AVICC Executive is calling for resolutions to be considered at the 2026 AGM and Convention that, subject to public health order restrictions, will be held in Victoria at the Victoria Conference Centre as an in-person event from **April 24-26, 2026**. Members are asked to submit resolutions that meet the requirements outlined in the following pages.

DEADLINE FOR RESOLUTIONS:

AVICC must receive all resolutions by: **4:30 pm, Thursday, February 12, 2026**

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the AVICC for consideration please send a copy of the resolution as a **WORD DOCUMENT** by email to info@avicc.ca by the deadline. AVICC staff will confirm receipt of the submission via email. If confirmation is not received within 3 business days, the resolution sponsor should follow up by phone at 236-237-1202. A mailed hard copy of the resolution is no longer required.

AVICC's goal is to have resolutions that can be clearly understood and that have specific actions. If a resolution is endorsed, its "therefore clause" will form the basis for advocacy work with other levels of government and agencies. Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Resolutions are only accepted from AVICC member local governments and First Nations and must have been endorsed by the Board or Council of that member.
- **Each member may submit a maximum of three (3) resolutions (updated August 2025).**
- Members are responsible for submitting accurate resolutions. AVICC recommends that local government staff assist in drafting the resolutions, in checking the accuracy of legislative references, and be able to answer questions from AVICC & UBCM about each resolution. If necessary, please contact AVICC staff for assistance in drafting the resolution.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a **single** resolution. Each resolution submitted must have a separate backgrounder; do not combine backgrounders into a single document. The backgrounder may include links to other information sources and reports.
- Sponsors should be prepared to speak to their resolutions at the Convention. **Each sponsor will be given 2 minutes to introduce their resolution (updated August 2025)**
- Resolutions must be relevant to other local governments within AVICC rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and **should not contain more than two "whereas" clauses**. Each whereas clause must have only one sentence.

LATE AND OFF THE FLOOR RESOLUTIONS

- A resolution submitted after the regular deadline is treated as a "Late Resolution". The Resolutions Committee **only** recommends Late Resolutions for debate if the topic was not known prior to the regular deadline date, or if it is emergency in nature.
- Late Resolutions must be received by AVICC by **noon on Wednesday, April 22nd, 2026**.
- Late Resolutions are not included in the Resolutions Package sent out to members before the Convention. They are included in the Report on Late Resolutions that is distributed on-site.
- Off the Floor Resolutions are considered after all resolutions in the Resolutions Book and all Late Resolutions have been considered. Off the Floor Resolutions must be submitted in writing to the Chair of the Resolutions Session as soon as practicable, and copies must be made available to all delegates no later than 9:00 am on Sunday morning. Contact AVICC staff for more information about how to organize an Off the Floor Resolution for consideration.
- The full Convention Rules, including detailed information about the process for Late and Off the Floor Resolutions, will be published and distributed to members in advance of the Convention.

AVICC RESOLUTIONS PROCEDURES

UBCM urges members to submit resolutions to their Area Association for consideration. Resolutions endorsed at the AVICC annual meeting, except those that are considered to be regional in nature by UBCM, are submitted automatically to UBCM for consideration.

A resolution deemed by UBCM to be specific to the AVICC region is considered a Regional Resolution and if endorsed, it will not be automatically submitted to UBCM for consideration at the UBCM annual meeting, and instead will remain with AVICC, where it may be actioned.

UBCM has observed that submitting resolutions first to an Area Association results in better quality resolutions overall. Local governments may submit Council- or Board-endorsed resolutions directly to UBCM prior to **June 15th, 2025**. Detailed instructions are available on the UBCM website.

AVICC RESOLUTIONS PROCESS

1. Members submit resolutions to AVICC for debate. All resolutions submitted to AVICC are forwarded to UBCM staff for analysis, comment, and recommendations.
2. For some resolutions which focus on issues specific to the AVICC region, UBCM will indicate that they are considered a Regional Resolution and that it won't be admitted to UBCM for debate should it be endorsed. AVICC will work with local governments to address issues identified by UBCM staff to ensure the resolution reflects the intention of the local government.

3. The AVICC Resolutions Committee reviews and finalizes the recommendations, and the Resolutions Book is published and sent to members in advance of the annual meeting.
4. AVICC conveys any Regional Resolutions endorsed at their annual meeting to the appropriate level of government, or takes other action as determined by the AVICC Executive. AVICC will forward any response to the regional resolution sponsor.
5. AVICC submits all other resolutions endorsed at its Convention to UBCM.
6. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention. Please note that the UBCM Bylaws were updated at the 2025 UBCM Convention as included as **Appendix A** with this document.
7. Resolutions endorsed at the UBCM Convention are submitted by UBCM to the appropriate level of government for response.
8. UBCM will forward the response to the resolution sponsor for review.

UBCM BYLAW & RESOLUTIONS PROCESS UPDATE

At their 2025 UBCM Convention, members endorsed ***ER1: Extraordinary Resolution to Amend the UBCM Bylaws to Streamline the Resolutions Process***. The changes to UBCM's Bylaws will impact how resolutions endorsed at AVICC are considered after they are sent to the UBCM Resolutions Committee. Please note the following changes to the UBCM Bylaws [15.(c)]:

- The Resolutions Committee **shall determine which Annual Resolutions will be included for consideration by the membership at Convention;**
- **Any Annual Resolution that falls under one or more of the following criteria, as determined by the Resolutions Committee, will be excluded from consideration by the membership at Convention:**
 - **Resolution is existing UBCM policy (as set by the membership endorsing or not endorsing a previous resolution or policy paper);**
 - **Resolution is outside of the scope of BC local governments and member First Nations;**
 - **Resolution is within the scope of BC local governments and member First Nations, but does not meet UBCM criteria for format or clarity; or**
 - **Resolution is regional in focus.**

ER1 in its entirety and the rationale provided by the UBCM Executive has been included as **Appendix A** with this document.

The AVICC Executive is currently evaluating our own resolutions process. The 2026 Convention Rules & Procedures for handling Resolutions, including detailed information about the process for Late and Off the Floor Resolutions, will be published and distributed to members in advance of the Convention.

AVICC & UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble – the whereas clause(s) – and an enactment clause. The preamble describes **the issue** and the enactment clause outlines **the action being** requested of AVICC and/or UBCM. A resolution should answer the following three questions:

- a) **What is the problem?**
- b) **What is causing the problem?**
- c) **What is the best way to solve the problem?**

Preamble:

The preamble begins with "WHEREAS" and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain **no more than two "WHEREAS" clauses**. Supporting background documents can describe the problem more fully if necessary. **Do not add extra clauses.**

There should be only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved" and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment should propose a specific action by AVICC and/or UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action. Consider whether the resolution relates to all local governments, or is specific to municipalities, regional districts and/or First Nations, and use the appropriate language.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Because your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit.

2. For resolutions to be debated at UBCM, focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC local governments. Local governments are welcome to submit resolutions that address issues specific to the AVICC region. A resolution that addresses a topic specific to the AVICC region may not be entered for debate during the UBCM Convention but may be actioned by the AVICC Executive if endorsed.

3. Use simple, action-oriented language.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution. Resolutions that are unclear or that address multiple topics may end up with amendments at the Convention.

4. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the Act or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the intent of the resolution is fully understood for the purpose of debate and UBCM (or AVICC for Regional Resolutions) can advocate effectively with other levels of government and agencies.

Each resolution **must include a separate background** that is a maximum of 3 pages and specific to a single resolution. Do not submit a single background relating to multiple resolutions. The background may include links to other information sources and reports.

Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned and having to be resubmitted.

6. Construct a brief, descriptive title.

A title identifies the intent of the resolution. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >> ;

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?>> :*

Therefore be it resolved that **AVICC and/or UBCM** << *specify here the **action(s)** that AVICC **and/or** UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses. For regional resolutions, only AVICC may take action, and for all other resolutions, AVICC and UBCM may take action* >>

- **If absolutely necessary**, there can be a second enactment clause (the “therefore” clause that specifies the action requested) with the following format:

And be it further resolved that **AVICC and/or UBCM** << *specify any additional specific actions needed to address the problem identified in the whereas clauses* >>

Section ER

ER1 **Extraordinary Resolution to Amend the UBCM Bylaws to Streamline the Resolutions Process** **UBCM Executive**

Whereas the large number of resolutions submitted by UBCM members—more than 200 annually— results in a wide range of policy positions, rendering it challenging for UBCM to focus its advocacy efforts;

And whereas a reduction in the number and breadth of policy positions adopted annually by the membership would enable UBCM to advocate more effectively, by focusing time and resources on issues with significant province-wide impact on local governments and member First Nations:

Therefore be it resolved that Section 15(c) of the UBCM Bylaws be amended by adding the text in bold type as follows, to enable the Resolutions Committee to apply filters to determine which resolutions may be included for consideration by the membership at Convention:

15. COMMITTEES (Other than Nominating Committee):

(c) The Resolutions Committee:

- shall examine all Annual Resolutions regularly submitted to the Convention;
- **shall determine which Annual Resolutions will be included for consideration by the membership at Convention;**
- shall recommend in favour of or against the Annual Resolutions respectively;
- may correlate Annual Resolutions; and
- may recommend amendments.

Any Annual Resolution may be referred by the Convention to the Resolutions Committee either alone or with new resolutions for study and report to the Convention.

Any Annual Resolution that falls under one or more of the following criteria, as determined by the Resolutions Committee, will be excluded from consideration by the membership at Convention:

- **Resolution is existing UBCM policy (as set by the membership endorsing or not endorsing a previous resolution or policy paper);**
- **Resolution is outside of the scope of BC local governments and member First Nations;**
- **Resolution is within the scope of BC local governments and member First Nations, but does not meet UBCM criteria for format or clarity; or**
- **Resolution is regional in focus.**

UBCM Resolutions Committee Recommendation: **Endorse**

UBCM Resolutions Committee Comments:

The Resolutions Committee is seeking membership approval of this Extraordinary Resolution to reduce the volume of resolutions received and considered each year and improve the quality of resolutions considered.

Lens #1 - Resolutions that reaffirm existing policy

The Committee proposes that any resolution that aligns with resolutions already endorsed or not endorsed by the membership should be received rather than put forward for further consideration by the membership. The current intent of the Resolutions Committee is that a 5 year window would be adopted to establish existing policy under this lens.

Lens #2 - Resolutions outside of local government scope

The Committee suggests that limiting resolutions for consideration to those that directly relate to local government service delivery will strengthen the efficacy and credibility of UBCM's advocacy.

Lens #3 - Resolutions that are unclear or poorly formatted

UBCM staff and the Resolutions Committee currently expend considerable time working with the sponsors to help them to clarify and format their resolutions. Removing this function will encourage those drafting resolutions to meet established standards for clarity and better resolutions.

Lens #4 - Resolutions that are regional in focus

Resolutions for consideration at UBCM should have a province-wide focus. Resolutions that are regional in focus should be considered and acted upon by Area Associations.

The Committee proposes to include all resolutions captured by one or more of the lenses in an appendix of the Resolutions Book. While these resolutions are being published for transparency, these resolutions are not to be considered and are not available to be brought forward for consideration via a motion to vary the agenda.

The Committee would point out that section 14(d) of the UBCM Bylaws grants the UBCM Executive authority to bring forward to Convention a resolution on any matter at any time. This authority of the UBCM Executive enables UBCM to respond quickly to a changing policy or legislative environment, bringing forward issues or concerns that may fall within existing UBCM policy, but require immediate consideration.

Members are encouraged to read the accompanying backgrounder found in the Appendix of this Resolutions Book to learn more about the proposed Extraordinary Resolution.

Conference decision: Endorsed



2026 AGM & CONVENTION

TEMPLATE FOR A RESOLUTION

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TEMPLATE FOR A RESOLUTION

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Therefore be it resolved that **AVICC and/or UBCM** << *specify here the **action(s)** that AVICC **and/or** UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses. For regional resolutions, only AVICC may take action, and for all other resolutions, AVICC and UBCM may take action* >>

- **If absolutely necessary**, there can be a second enactment clause (the “therefore” clause that specifies the action requested) with the following format:

And be it further resolved that **AVICC and/or UBCM** << *specify any additional specific actions needed to address the problem identified in the whereas clauses* >>



LGLA 2026 Leadership Forum

Publishing Date: November 26, 2025

The **2026 Local Government Leadership Academy Leadership Forum** will be held March 11-13 at the Radisson Vancouver Airport Hotel in Richmond, BC.

Registration is now open.

The annual LGLA Forum brings together senior staff and elected officials from local governments and First Nations to explore innovative ways to collaborate and drive positive transformation.

The 2026 conference theme is **Finishing Strong: *Legacy, Leadership and What Comes Next***. As local leaders approach the culmination of their term, the LGLA Leadership Forum will offer space to reflect, renew, and refocus. Finishing Strong is about more than closing a chapter – it's about honouring accomplishments, stewarding resources, strengthening relationships, and shaping a legacy that endures.

To book a room under the EA Forum & LGLA 2026 Leadership Forum block at a reduced room rate, call 1-604-279-8384 or **email** the Radisson Vancouver by **February 9, 2026**. The group rooms are \$229/night plus taxes and fees. All reservations will be guaranteed with a non-refundable deposit of the first night's room and tax at the time of booking. If making multiple guest reservation requests,

the final rooming list is required at latest by 14 days prior to arrival. Please be sure to identify yourself as an attendee of the “EA Forum & LGLA 2026 Leadership Forum block” to receive the group rate.

Tags

[Events & Webinars](#)

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VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Director of Finance

Date: December 8, 2025

Re: Write-off Property Taxes – Abandoned/burned Manufactured home at Rugged Mountain Mobile Home

Purpose of Report

To seek Council's approval for a resolution directing staff to seek permission from the Minister to write off approximately \$320.48 of current and arrears property taxes, including interest levied for abandoned trailers.

Options/Alternatives

1. 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 Number	Unit Number	Status	Amount*
80100060	6A	Abandoned/burned, awaiting demo permit	\$320.48

*Interest continues to accumulate daily so an estimated amount is provided.

2. Do not authorize staff to seek Ministry approval for the write-off of current and arrears taxes.

Background

The Local Government Act does not provide Administration or Council with the authority to write off property taxes. The procedure requires that Council adopt a resolution to seek approval from the Ministry of Municipal Affairs to write off the taxes.

Recently, staff were contacted by the Lawyer representing the Owner of Rugged Mountain Mobile home park about a burnt down manufactured home located on site number 6A. A fire that occurred on Site 6A in mid-July 2025. Since then, the Manufactured Home Remnants have been left on-site and pose an ongoing safety hazard. The former tenant of Site 6A, had her tenancy terminated in August, and the owner of Rugged Mountain Mobile home park were given an order of possession for the site by order of the Residential Tenancy Branch. The Village has limited legal options for collecting outstanding taxes on these manufactured homes, as the structure does not hold any value. The Property Manager has indicated that the trailer at Unit 6A poses a safety concern and wishes to have the property taxes written off to facilitate its demolition. So long as the Manufactured Home Remnants remain on the site, the landlord will continue to be disadvantaged by their inability to re-rent the site. The Village cannot issue a building permit for the demolition until the taxes are either paid or written off.

Policy/Legislative Requirements

Under section 781 of the *Local Government Act*, the Minister may confer on a local government further powers to manage and dispose of assets, including taxation revenue, that the minister considers necessary or advisable.

Financial Implications

Write-off of approximately \$320.48 of current and arrears property taxes, including interest.

Recommendation

Option 1

Respectively submitted,



Adia Mavrikos, CA, CPA
Director of Financ