



Minutes

Village of Tahsis

Meeting	Regular Council
Date	Tuesday May 3, 2016
Time	7:00 PM
Place	Municipal Hall - Council Chambers

Present Councillor Randy Taylor - Chair
Councillor Brenda Overton
Councillor Louis Van Solkema

Regrets Mayor Jude Schooner - Chair
Councillor Kathy Bellanger

Staff Mark Tatchell, Chief Administrative Officer
Gabe Gagnier, Director of Infrastructure and Operations
Janet St-Denis, Assistant Financial Officer

Public 6 Members of the public.

A. Call to Order

Councillor Taylor called the meeting to order at 7:00 p.m. and acknowledged and respected that we are upon Mowachaht/Muchalaht Traditional Territory.

B. Introduction of Late Items

None.

C. Approval of the Agenda

Overton/Van Solkema: VOT 149/2016

THAT the Agenda for the May 3, 2016 Regular Council meeting be adopted as presented.

CARRIED

D. Petitions and Delegations

None.

E. Public Input # 1

Members of the public raised questions or commented regarding:

- The environmental assessment (“brownfield”) study and report on the former hemlock mill site
- Water meter rates
- Parking on Princess Victoria View

Staff provided responses and clarification regarding these issues.

F. Adoption of the Minutes

Overton/ Van Solkema: VOT 150/2016

THAT the Regular Council Meeting Minutes of April 19, 2016 be adopted as presented.

CARRIED

Overton/ Van Solkema: VOT 151/2016

THAT the Committee of the Whole Meeting Minutes from April 21, 2016 be adopted as presented.

CARRIED

G. Rise and Report

None.

H. Business Arising

None.

I. Unfinished Business

None.

J. Council Reports

Councillor Overton

No report.

Councillor Van Solkema (written report)

May 2, 2016. Council report by Louis Van Solkema.

Good evening Mayor and Council.

Since last Council meeting I attended an Area 25 Harvest Allocation Committee meeting on April 26th conducted by the Stock Assessment division of the Department of Fisheries and Oceans. There was a robust discussion regarding the prawn harvest and management introduced as a late item by the Sport Fish Advisory Board and backed up by First Nations representatives. The recommendation was to close commercial prawn harvesting until stocks prove viable. D.F.O. enforcement was not present as well as any representation from the commercial prawn harvesters so the hour and a half spent on the discussion did not bear any weight. First Nations presented their plans for harvesting their allocations including the mosquito fleet and gillnetting efforts within Nootka Sound. This may prove interesting in future boundary allocations for the areas commercial gillnet fleet. Some discussions about an ESSR (Excess salmon to spawning requirements) fishery was had. Could the Nootka Sound Watershed Society hire a vessel to do a test fishery once all other efforts are exhausted? Apparently this is a very complicated effort for D.F.O. to instigate.

Councillor Taylor

No report.

Overton/ Van Solkema: VOT 152/2016

THAT the Council reports be received.

CARRIED

K. Bylaws

1 Water Regulations and Rates Bylaw No. 581, 2016

Re: Adoption

Overton/ Van Solkema: VOT 153/2016

THAT Water Regulations and Rates Bylaw No. 581, 2016 be adopted.

CARRIED

2 Sewer Regulations and Rates Bylaw No. 582, 2016

Re: Adoption

Overton/ Van Solkema: VOT 154/2016

THAT Sewer Regulations and Rates Bylaw No. 582, 2016 be adopted.

CARRIED

3 2016-2020 Financial Plan Bylaw 583, 2016

Re: First, Second and Third Reading

There was a brief discussion regarding incorporating Lisa Kristiansen's asset management study into the financial plan.

Overton/ Van Solkema: VOT 155/2016

THAT 2016-2020 Financial Plan Bylaw 583, 2016 be now introduced and read a first time.

CARRIED

Overton/ Van Solkema: VOT 156/16

THAT 2016-2020 Financial Plan Bylaw 583, 2016 be given a second reading.

CARRIED

Overton/ Van Solkema: VOT 157/2016

THAT 2016-2020 Financial Plan Bylaw 583, 2016 be given a third reading.

CARRIED

4 Tax Rates Bylaw No. 584, 2016

Re: First, Second and Third Reading

Van Solkema/ Overton: VOT 158/2016

THAT Tax Rates Bylaw No. 584, 2016 be now introduced and read a first time.

CARRIED

Overton/ Van Solkema: VOT 159/2016

THAT Tax Rates Bylaw No. 584, 2016 be given a second reading.

CARRIED

Overton/ Van Solkema: VOT 160/2016

THAT Tax Rates Bylaw No. 584, 2016 be given a third reading.

CARRIED

L. Correspondence

Overton/ Van Solkema: VOT 161/2016

THAT this item be received.

CARRIED

M. New Business

**1 Island Coastal Economic Development Trust - Community Unity Trail
Funding Application : CAO Report to Council**

There was a discussion on preparing a business case for the Community Unity Trail.

Van Solkema/ Overton: VOT 162/2016

THAT the funding application including a commitment of up to \$10,000 from the Village of Tahsis for the initial planning and business case development of the Community Unity Trail project be approved.

CARRIED

Staff were directed to approach the Village of Zeballos for an equal contribution.

**2 Temporary Parking Change on 900 Block of Princess Victoria View -
CAO Report to Council and letter from Resident at 929 Princess
Victoria View.**

Van Solkema/ Overton: VOT 163/2016

THAT be it resolved that parking be permitted for two days in the "No Parking" zone of the 900 Block of Princess Victoria View and that parking be permitted for the same period on the grass island in the same area. The residents of 929 Princess Victoria are to advise Public Works staff of the two day period as soon as those dates are confirmed.

CARRIED

3 Ubedam Theatre - Grant in Aid Application

Overton/ Van Solkema: VOT 164/2016

THAT the Grant in Aid Application be received.

CARRIED

Van Solkema/ Overton: VOT 165/2016

THAT the Grant in Aid Application be approved.

CARRIED

N. Public Input #2

A member of the public expressed her support for a permanent solution to the parking situation in the townsite area of the Village.

A member of the Ubedam Theatre Group thanked Council for the use of the Recreation Centre to stage their play.

O. Adjournment

Overton/ Bellanger: VOT 166/2016

THAT the meeting be adjourned at 7:38 p.m.

CARRIED

Certified Correct this
17th Day of May 2016



Chief Administrative Officer



Minutes

Village of Tahsis

Meeting	Regular Council
Date	Tuesday April 19, 2016
Time	7:00 PM
Place	Municipal Hall - Council Chambers

Present

Mayor Jude Schooner - Chair
 Councillor Randy Taylor
 Councillor Brenda Overton
 Councillor Kathy Bellanger
 Councillor Louis Van Solkema

Staff

Mark Tatchell, Chief Administrative Officer
 Gabe Gagnier, Director of Infrastructure and Operations
 Janet St-Denis, Assistant Financial Officer

Public

5 Members of the public.

A. Call to Order

Mayor Schooner called the meeting to order at 7:08 p.m. and acknowledged and respected that we are upon Mowachaht/Muchalaht Traditional Territory.

B. Introduction of Late Items

None.

C. Approval of the Agenda

Overton/Bellanger: VOT 128/16

THAT the Agenda for the April 19, 2016 Regular Council meeting be adopted as presented.

CARRIED

D. Petitions and Delegations

None.

E. Public Input # 1

Members of the public raised the following questions and potential issues regarding the proposed new utility bylaws (Bylaws 581 and 582) for water and sewer:

- the effective date of the new utility rates
- the impact of the new bylaws on local businesses
- the difference between utility bylaw categories and BC Assessment property categories
- obligations of consumers to fix water leaks within the time limits set out in the bylaw
- implementation of the water utility bylaw within the mobile home park
- solid waste utility rates

Staff provided information in response to the above. The public was advised that the effective date of the bylaws is the date that the bylaws are adopted. With respect to the issues with implementing a water meter program within the mobile home park, Village staff will work with the park operator to ensure satisfactory installation of meters keeping the mind the various water line layouts and pipe dimensions. Staff also confirmed that there were no plans to bring forward new solid waste (garbage) rates in 2016.

F. Adoption of the Minutes

Overton/ Bellanger: VOT 129/16

THAT the Regular Council Meeting Minutes of April 5, 2016 be adopted as amended.

CARRIED

Overton/ Taylor: VOT 130/16

THAT the Committee of the Whole Meeting Minutes from April 5, 2016 be adopted as presented.

CARRIED

G. Rise and Report

None.

H. Business Arising

None.

I. Unfinished Business

None.

J. Council Reports

Mayor Schooner presented the framed Vision statement of the three communities of Mowachaht Muchalaht First Nations, Gold River and Tahsis that was signed on March 17, 2016 in the spirit of collaboration and respect.

Mayor Schooner (written report)

Good evening,

I have asked Councillor Taylor to do the detail reporting on our attendance at the AVICC (Association of Vancouver Island and Coastal Communities) conference. I would like to thank council for supporting our attendance at this conference where I found the workshops extremely helpful and educational and the opportunity to network very beneficial.

At the SRD Board meeting on Wednesday the Directors made it very clear that the behaviour of angry residents attending the recent EASC (Electoral Areas Service Committee) meeting regarding the request of a letter of support from the Tslowitsis First Nation over their land purchase and application to INAC (Indigenous and Northern Affairs Canada) for a ATR (addition to reserves). The 120 attendees at the EASC meeting used made some very negative and inflammatory comments. Council may have seen the some of this on the news or read about it in the newspaper. A motion was carried: "THAT a reply letter be sent to extend the Board's sincere regrets for the negative and inappropriate comments that the Tslowitsis have received and to confirm that the Strathcona Regional Board is committed to maintaining open dialog and communication in a respectful manner".

At the CSWM (Comox Strathcona Waste Management) board meeting we received a presentation from MMBC. Multi-Material BC (MMBC) partners with Green by Nature , who are leaders in the recycling industry in British Columbia, to manage the post-collection system for MMBC's residential packaging and printed paper recycling program which saw 185K tons of recycled material diverted from landfills over the last year. The presentation reminded the Board of products not accepted in the recycling system such as styrofoam peanuts, laminated plastic and bubble wrap, and items put in plastic bags, as worker's are not allowed to open such items under WCB rules. Of note, Campbell River has the distinction of having the lowest contamination rate in BC in their single stream collection. MMBC's record to date is one of success with 35 million in reserves to deal with fluctuating markets for the sale of recycled goods. MMBC has also started an educational group which I invited to Tahsis to keep residents informed regarding our recycling operation.

We also received a presentation for the Fraser Valley Regional District on their plans to establish a MRF (Materials Recovery Facility) that would take all solid waste into a facility and separate it using machinery and employees to the various streams including recycling.

After a presentation by the Campbell River Environmental Committee, the Board, in reviewing the application from Upland Excavating to deposit solid waste on a proposed site on the outskirts of Campbell River decided that the application be returned with the request that a full Independent Risk Assessment is undertaken by the applicant.

Other agenda items addressed technologies to reduce airspace in landfills such as balers and shredders. Also the project update of the closure of the Comox Valley landfill that has a \$7 million dollar price tag.

Campbell River was successful in having the Board approve their funding application to the *New Building Canada Fund* for the construction of a regional organics facility. Though I supported this application, I have made it clear that Tahsis would like to hold on to their organic waste for composting to soil and, if council is in agreement, I will advocate that a smaller composting system be established in Tahsis with funding assistance from the CSWM service.

The Board also had a presentation from Metro Vancouver regarding their integrated solid waste and resource management plan with specifics surrounding "waste to energy".

Director Julie Colborne ended the CSWM meeting on a positive note with the good news that the Zeballos Elementary Secondary School was successful in their coverage of their recycling and worm composting program winning a trip to Science World in Vancouver for the students.

I apologize for the long report but the CSWM meeting covered 2 days with a brief break for the hospital board meeting where the financial statements and auditor's final report were approved.

At this time, I would like to extend my condolences to the family of Lucille Collins. Lucille was part of the foundation of this community who volunteered for many years in various capacities including the Hospital Auxiliary, the Senior's Society, and held the position of Councillor for 2 terms with the Village. Our sympathy goes out to Frank Collins and his family.

Councillor Overton: No report.

Councillor Overton mentioned that she has a conference call meeting with NSEDC on April 21, 2016.

Councillor Van Solkema (Verbal report)

Councillor Van Solkema attended a Nootka Sound Watershed Society meeting the night after our last Council meeting.

Councillor Bellanger (written report)

Good Evening Mayor and Council.

As you all did I attended the meeting at the Rec Center with the Public and Western Forest Products. I have to say the meeting went well and thank our Mayor Schooner for doing a swell job at keeping the topic on the right track though it tried detouring. People got to express their opinions to Western and I was happy to see more than one or two people showed up to represent and speak on Western's behalf. Good job. I also just want to say I'm loving this weather. I have seen quite a few people cleaning and working in their yards. Great job Public Works. The town is looking good.

Councillor Taylor (written report)

Report to Council, April 19, 2016.

Good evening

I was privileged to attend the Association of Vancouver Island Coastal Communities 67th Annual General Meeting & and Convention in Nanaimo, April 8th through the 10th.

Apparently about 2/3 of the delegates were there to represent corporate interest and see that money continues to be shovelled up hill as a resolution that the UBCM request the Federal Minister of Health and the Minister of Justice proceed with legalizing medical marijuana dispensaries without delay was defeated. Such a resolution encourages medical access at a local and more personal level, supports small business and cottage industry as well as local economic development and would help keep much of the money circulating in the local economy. No, far better that the profits end up off shore in a tax haven and people work for minimum McWages for the McWeed Corporation... I can only shake my head. Equally stupid was delegates from the Southern 2/3 of the Island who have active volunteer transportation, heavily provincially subsidized public and handi transit systems defeating a resolution for the Ministry of Health to eliminate parking fees for the new North Island hospitals. I am sick to death of the 'I've got mine so to hell with you' attitude, and frankly was more than a little upset it was defeated. Details on the various resolutions are available online so I won't touch on the rest.

I attended the 'Understanding The Village' participatory presentation prior to the official opening and would say it was the highlight of the convention for me. It goes a long way to helping with a rudimentary understanding of colonialism from the 1st Nations perspective. If a person still doesn't get it after that it's because they simply don't want to.

Convention speakers included Peter Fassbender who received a mildly warm reception, Andrew Weaver, who earned a polite applause and John Horgan who was given a standing ovation. I hope that speaks to the next provincial election.

The keynote address was by Chief Dr. Robert Joseph from Reconciliation Canada and covered progress made and the way forward for 1st Nations peoples.

A workshop on Local Government and First Nations dealt with legal principles as a result of court decisions over the past couple of decades and brought into focus how limited my knowledge really is in regard to the ramifications. A session on Integrated Asset Management helped to provide me with an even stronger belief that the value and importance of an asset management plan cannot be underestimated but the cost to maintain and replace infrastructure without a plan certainly can. A session on social procurement was a new and refreshing take on ways we can buy and invest with a focus on strategic approaches to insure local benefits from the money we're spending.

I also attended a presentation by Western Forest Products at the Recreation Centre. Nice to see a willing spirit of engagement; it will be interesting to see if things actually begin to change.

Respectfully submitted,
Randy Taylor

Recess:

Bellanger/ Taylor: VOT 131

THAT the regular Council Meeting recess.

CARRIED

Reconvene:

Overton/ Taylor: VOT 132

THAT the Regular Council Meeting reconvene at 8:05 pm.

CARRIED

Overton/ Bellanger: VOT 133/16

THAT the Council reports be received.

CARRIED

K. Bylaws

The mayor asked council after listening to the public input from the last meetings regarding the utility bylaws would council like to revisit the rates? The decision by council was not to revisit the rates.

1 Water Regulations and Rates Bylaw No. 581, 2016

Re: Third Reading

Van Solkema/ Overton: VOT 134/16

THAT Water Regulations and Rates Bylaw No. 581, 2016 be given a third reading as presented.

CARRIED

2 Sewer Regulations and Rates Bylaw No. 582, 2016

Staff reviewed the minor amendments to the Sewer Regulations and Rates Bylaw No. 582, 2016 which were made to harmonize this Bylaw with the Water Regulations and Rates Bylaw No. 581, 2016. This review included the addition of Section L which is the addition of the home based business category; Section O, the inclusion of the Industrial Premises definition and the striking of Section T.

Taylor/ Overton: VOT 135/16

THAT Sewer Regulations and Rates Bylaw No. 582, 2016 be given a third reading as amended.

L. Correspondence

**Minister Mary Polak Re: Delay in the Ministry of Environment's
1 decision to close the Tahsis Landfill site.**

Bellanger/ Taylor: VOT 136/16

THAT this item be received.

CARRIED

2 Ministry of Health Re: Cost of hospital parking.

Overton/ Bellanger: VOT 137/16

THAT this item be received.

CARRIED

3 City of Burnaby Re: BC Home Owner Grant Program

Overton/ Van Solkema: VOT 138/16

THAT this item be received.

CARRIED

M. New Business

None.

N. Public Input #2

Members of the public expressed their concerns about the location of the water meters and about possibly paying for other peoples' water use.

Staff addressed this issue.

Public Exclusion

Overton/ Bellanger: VOT 139/16

THAT the meeting is closed to the public in accordance with section 90.1 (g) and 90.1 (i) of the Community Charter – litigation or potential litigation affecting the municipality and the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Recess

Van Solkema/ Bellanger: VOT 140/16

THAT the regular Council recess to go into the in camera meeting.

CARRIED

Reconvene

Overton/ Bellanger: VOT 147/16

THAT the Regular Council Meeting reconvene at 8:08 p.m.

O. Adjournment

Overton/ Bellanger: VOT 148/16

THAT the meeting be adjourned at 8:10 p.m.

CARRIED

Certified Correct this
3rd Day of May 2016

Chief Administrative Officer

F2



Minutes

Village of Tahsis

Meeting	Committee of the Whole
Date	Thursday, April 21st, 2016
Time	10:30 a.m.
Place	Municipal Hall - Council Chambers

- Present** Mayor Jude Schooner - Chair
 Councillor Kathy Bellanger
 Councillor Brenda Overton
 Councillor Randy Taylor
- Late** Councillor Louis Van Solkema

- Staff** Mark Tatchell, Chief Administrative Officer
 Amit Sharma, Deputy Chief Finance Officer
 Gabe Gagnier, Director of Infrastructure and Operations

Public None.

Call to Order

Mayor Schooner called the meeting to order at 10:43 a.m. and acknowledged and respected that we are upon Mowachaht/Muchalaht Traditional Territory.

Introduction of Late Items

None.

Approval of the Agenda

Overton: COW 28/16

THAT the Agenda for the Committee of the Whole meeting be adopted as presented.

CARRIED

Business Arising

1 Draft 2016-2020 Financial Plan (Bylaw)

A general discussion ensued.

Taylor: COW 29/16

THAT Financial Plan be received.

2 Rural Dividend Program; Potential Projects - CAO Verbal Report

An overview of the program was presented. Eligible and non-eligible projects were discussed. The Program is based upon need, wherever communities have been hit the hardest due to commodity-based economic downturn. The ATV project may qualify for this program. Gas Tax Strategic priorities fund was also discussed. The 2nd intake for the Rural Dividend Program will be in October.

Direction from Council to Staff to provide options with respect to the Rural Dividend Program and leasing of a fire truck.

Adjournment

Overton: COW 30/16

THAT the meeting adjourn at 11:46 a.m.

CARRIED

Certified correct this
3rd Day of May 2016

Corporate Officer

K1

VILLAGE OF TAHSIS

WATER REGULATIONS AND RATES BYLAW NO. 581, 2016

A BYLAW TO AUTHORIZE THE SUPPLYING OF WATER TO INHABITANTS OF THE VILLAGE, TO FIX THE RATES, FEES, CHARGES, CONDITIONS AND TERMS UNDER OR UPON WHICH WATER MAY BE SUPPLIED, PROTECTED AND USED. AND TO REQUIRE THAT PROPERTY OWNERS CONNECT THEIR BUILDINGS AND STRUCTURES TO THE MUNICIPAL WATER SERVICE

THE COUNCIL OF THE VILLAGE OF TAHSIS, in open meeting assembled, ENACTS AS FOLLOWS:

Part 1 - Citation and Definitions

1. This bylaw may be cited as the "Water Regulations and Rates Bylaw, No 581, 2016".
2. In this bylaw the definitions set out in the British Columbia Building Codes 2012 and the following definitions shall apply:
 - a) "Apartment building or multiple dwelling" means any building, not being a lodging house or hotel, or portion thereof, which is designed, built, rented, leased, let or hired out to be occupied, or which is occupied, as the home or residence of three or more families living independently or each other and doing their own cooking within their apartment or suite.
 - b) "Bed and Breakfast" means a private residence in which one or more sleeping rooms are rented out, whether or not meals are provided.
 - c) "Boarding House" means any building or place used primarily for sleeping quarters but does not include a Bed and Breakfast, hotel, or motel.
 - d) "Commercial Premises" means all land and premises, on or within which any interchange of commodities, or any dealing or trading in any article of commerce or other thing is carried on as a business, and shall include all premises in which any service, professional or otherwise is provided, given or made available and for which any fee, charge, rent or commission is payable,

and without limiting the foregoing, shall include auto courts, hotels, lodging houses, boarding houses, offices, places of entertainment or amusement, tent camping grounds, marinas and mobile home parks but does not include home based business or industrial premises

- e) "Commercial Unit" means any business which is operated separately from any other business on or within commercial premises.
- f) "Connection Charge" means the amount due and owing to the Village for the installation and construction of a service connection as set out in Schedule "D" to this Bylaw.
- g) "Council" means the Council of the Village of Tahsis.
- h) "Director of Infrastructure and Operations" means the Director of Infrastructure and Operations or his or her appointed delegates, assistants or representatives.
- i) "Dwelling Unit" means one or more habitable rooms which constitute one self-contained unit used or intended to be used for living and sleeping purposes for which is provided:
 - 1. cooking equipment or the facilities for the installation of cooking equipment; and
 - 2. one or more bathrooms with a toilet, wash basin and shower or bath
- j) "Guest House" shall mean a single family residence which is rented for accommodation, but shall not include a Bed and Breakfast, hotel, motel, or boarding house.
- k) "Home based business" means an occupation, business, craft, or profession conducted for profit, which is carried on as an accessory use in a dwelling unit or accessory building to the dwelling unit.
- l) "Hotel" means a building occupied as the temporary accommodation of individuals who are lodged there with or without meals and in which there are more than five (5) sleeping rooms with no cooking equipment or facilities in the rooms.
- m) "Industrial premises" means a use providing for the processing, fabricating, assembling, storing, transporting, distributing, wholesaling, testing, servicing or repairing of goods, materials or things.

- n) "Independent Mobile Home" means a mobile home equipped with a toilet and a bathtub or shower, waste from both of which is disposed directly into a sewer through a drain connection.
- o) "Inspector" means the Building Inspector of the Village or his or her delegate.
- p) "Metered Service" means a service having attached to it a meter or other measuring device for determining the quantity of water used or supplied through the service.
- q) "Mobile Home" means a structure manufactured as a unit designed to be transported on its own wheels or by other means, and arriving at the site ready for occupancy apart from incidental operations and connections;.
- r) "Mobile Home Park" means any parcel of land, upon which two or more mobile homes, occupied for dwelling purposes, are located, including all buildings, structures, homes, occupied for dwelling purposes, are located, including all buildings, structures or accessories used or intended to be used as equipment for the mobile home park.
- s) "Motel" means a group of furnished rooms or separate buildings providing sleeping and parking accommodation for tourists and commonly known as tourist cabins or motor courts, as distinguished from furnished rooms in an existing residential building.
- t) "Normal Use" means water used for essential purposes including household sanitation, human consumption and food preparation and water needed for commerce and industry, other than that required for firefighting purposes. "Other" shall mean all categories as listed in "Schedule A" of this bylaw, but not including Residential 1.
- u) "Owner" means an owner of a parcel or real property including:
- the registered owner of an estate in fee simple;
 - the tenant for life under a registered life estate;
 - the registered holder of the last registered agreement for sale; and
 - the holder or occupier of land in the manner referred to in the definition of "Owner" in the Schedule to the *Community Charter* and amendments thereto
- v) "Rate" means the price or sum of money to be paid by any consumer for any water supplied or made available.

- w) "Service Connection" means the connecting pipe and appurtenances between any water main and the property line of the premises served and shall include the necessary Village valves and meters.
- x) "Water System" means all waterworks and all appurtenances, including water mains, service connections, pumping stations, wells, water storage facilities and treatment plants, and owned, controlled, maintained and operated by the Village or by agreement between the Village and others.

Part 2 - General Provisions

- 3 Council may from time to time amend this bylaw in whole or in part and may without limiting the generality of the foregoing establish or amend policies, criteria, rates and fees
- 4. The Schedules attached are an integral part of this bylaw

Applicability

- 5. This bylaw shall apply to the water system owned and operated by the Village

Role of the Director of Infrastructure and Operations

- 6. The Director of Infrastructure and Operations shall have charge of rating of all buildings and premises supplied with the water and also have charge and control of all properties and works in connection with the water system and of all connected engineering and mechanical work.

Supply of Water throughout the Village

- 7. It shall be lawful for the Village to supply water to the inhabitants of the Village who can be served from the Village's water mains and the provisions of the bylaw shall extend to and be binding upon all persons so served.

Purpose of the Water System

- 8. The water supplied by the Village is for normal use and fire service.

Village not Liable for Failure of Water Supply

- 9. The Village shall not be liable for the failure of the water supply due to an accident or damage to the water system or for excessive pressure or lack of pressure or any temporary stoppage on account of alterations or repairs, whether the failure arises from the negligence of any person in the employ of the Village or any other person or through natural deterioration or obsolescence of the Village's system.

Part 3 - Establishment of the Water System

Work on the Service Connection

10. No work of any kind connected with the service connection, either for the laying of new, or repairing of existing service connections shall be permitted within road rights-of-way or statutory rights-of-way by any person other than an employee or agent of the District and no person shall make any connection to the waterworks system whatsoever without permission in writing from the Village.

Interference with Service Connection

11. No person shall in any manner interfere with the service connection or make any addition or alteration in or about or turn on or off any Village curb stop valve or meter without permission in writing from the Village.

Application for Installation of Service Connection

12. All applications for the installation of service connections shall be made at the Village office by the owner(s) who shall at the time complete an agreement with the Village in the form established by the Village.
13. When an application for a service connection accompanies a building permit with a construction value greater than \$100,000 or where a parcel is being redeveloped, and the connection is 30 years old or older; a replacement or new service is required. All costs associated with the requirements of the application(s), as determined by the Village, shall be the responsibility of the owner.

Part 4. Discontinuance of Water Service

Discontinuance of Water Service

14. It shall be lawful for the Village to reduce the quantity of water supplied to, or to entirely discontinue the service to any consumer who has violated any of the provisions of this Bylaw, or when, in the opinion of the Council, the public interest requires such action.
15. Any consumer wishing to have the water service discontinued either temporarily (not greater than a twelve-month period from the delivery of notice) or permanently, shall deliver a written notice to the Village and pay the fees set out in Schedule "D" to this Bylaw. In the case of permanent termination, the consumer shall give the Village not less than five (5) working days notice of the

discontinuance of the service. The notice shall be provided in writing and shall be delivered together with the fee for turning off the service to the Village office. The burden of proof of delivery of the notice shall be upon the consumer. Every consumer shall be liable for the full amount of rates chargeable for the service for five (5) days after the notice has been delivered to or received at the Village office. If no notice is provided, the rates shall be charged until a notice is given and the water turned off.

16. When a flat rate water service is discontinued upon request by a consumer in the manner described in section 15 the Village shall allow a rebate of the flat rate proportionate to the remaining portion of the current billing period, and shall cause the rebate to be entered upon the current year's water rates charges, provided that the Village shall apply the rebate first against arrears of charges owing by the owner under this Bylaw.
17. Prior to starting any demolition work the holder of a demolition permit shall apply for and pay the fees set out in Schedule "D" to this Bylaw, to temporarily or permanently discontinue the water service connection. Failure to make application shall be subject to the fines prescribed in this Bylaw.

Reconnection of Service Connection

18. When any service has been discontinued from any parcel for non-payment of rates or violation of any of the provisions of this Bylaw, the Village may, before reconnection is made to the parcel, require payment of the fees set out in Schedule "D" to this Bylaw and all service charges owing by the owner under this Bylaw as well as the monthly flat rate prescribed in Schedule "A", if applicable. The Village shall allow a reduction of the fee proportionate to the remaining portion of the current year at the date of the reconnection. The Village shall cause the flat rate, or part thereof, together with service charges, to be entered in the current year's water rates roll.
19. When any service has been discontinued from any parcel for reasons not requiring a plumbing permit, at the request of the consumer, the Village may, before reconnection is made to the parcel, require payment of the fees set out in Schedule "D" to this Bylaw and all service charges owing by the owner under this Bylaw as well as the annual flat rate service fee prescribed in Schedule "A". The Village shall allow a rebate of the fee proportion to the remaining portion of the current year expired at the date of the application for reconnection. The Village shall cause the flat rate or part thereof, together with service charges, to be entered in the current year's water rates roll.
20. No person shall turn on any service which has been turned off by the Village and should any service be turned on by any person other than an employee of

the Village, fines, as prescribed in this Bylaw shall apply. Further, the service shall be deemed to have been continued from the date it was turned off and the owner shall be liable accordingly for payment of the user rates from that date. Any resulting damage from the service being turned on shall be the responsibility of the owner.

Part 5 - Responsibilities of the Public, Owner and Consumer

Obstruction or Destruction of the Water System

21. No person shall destroy, or damage in any manner any hydrant, standpipe, meter, valve or other fixture or any property of the systems.
22. No person shall obstruct, at any time, or in any manner, the access to any hydrant, standpipe, valve, meter or other fixture connected with the water system, by placing thereon or in the vicinity thereof, any lumber, timber, wood, brick, stone, gravel, sand or other material or thing. The Village or any employee or agent of the Village may remove the obstruction and the expense of the removal shall be charged to and paid by the offending person in addition to any other penalty imposed by this Bylaw.
23. No person shall bury, cover or obstruct the water shut off and/or meter to a parcel. The Village will take reasonable efforts to locate a shut-off and/or meter. The Village may remove the obstruction and the costs associated with the removal and reinstatement of the water shut off and meter shall be charged to and paid by the owner.

Maintenance of Private Water Service

24. It is the duty of every consumer to ensure that all taps, fittings and appurtenants connected with the service within the existing parcel of land are good and sufficient and installed and connected in accordance with the requirements the Village. The Village or any agent or employee of the Village shall refuse to turn on the water to any existing premises and may discontinue service to any existing premises should the provisions not be complied with to the satisfaction of the Village. All persons shall maintain in good order and repair the service pipes, valves, meters, and meter boxes, plumbing and other fixtures located on the parcel.
25. Every consumer shall provide for each service connection to the consumer's parcel of land a strainer and a pressure-reducing valve upon the Village's request.

Right of Inspection

26. Every person to whom water is supplied under this Bylaw shall at all reasonable times and with reasonable notice allow and permit the Village or agent or employee to enter into and upon premises in respect of which water is supplied, for the purpose of inspecting the water pipes, connections, fixtures, taps, meters and any other apparatus used in connection with the water system.

Wastage of Water

27. Any consumer deliberately wasting water shall be guilty of a violation of this Bylaw.
28. If any consumer on a flat rate service allows water to run to waste, whether willfully or by permitting pipes, taps, toilets or other fixtures and means of distributing or storing water to remain in disrepair, or by any device or for any change in the use of the premises, increases the amount of water consumption or expedites the rate of water usage, the person shall be guilty of a breach of this Bylaw. In addition to the penalty provided for in this Bylaw, it shall be lawful for the Village to require that, as a condition of further and future service, a meter be installed on the service connection at the expense of the Owner and the rates payable by the consumer from the date on which the meter is installed shall be in accordance with Schedule "B" to this Bylaw.
29. If any pipes, connections, fixtures, taps, meters or other fixtures used in connection with the supply of water to premises are found to be leaking or defective, or if any wastage of water is found to exist, notice in writing shall be given by the Village requiring the person owning or using the premises, to remedy the defects or leaks or to stop the wastage. If the requirements are not fulfilled within seventy-two (72) hours from serving the notice, the water supply to the premises may be shut off and the person owning or using the premises shall be guilty of a breach of this Bylaw.

Part 6 - Prevention of Contamination

Contamination, Cross Connection and Backflow Prevention

30. No person shall allow water, waste water, or any harmful liquid or substance, to enter any part of the waterworks system, including any water service or any fire hydrant or standpipe.
31. No person shall connect, cause to be connected, or allow to remain connected, any piping fixture, fitting, container, appliance or cross connection that could cause or allow drinking water quality, the service, or a private service to become contaminated, degraded or polluted in any way.

Part 7 – Water Meters

Water Meter Requirements

32. Water meters shall be installed on all water services where:
 - (a) a new service connection is made to an existing or new building or premises;
 - or
 - (b) the service connection is temporary.
33. The Council may, whenever it shall deem it advisable, compel the use of water meters by any person using or consuming water supplied by the Village and may refuse to supply water to any premises unless the person requiring the water shall first enter into an agreement to take, use and pay for the water according to the terms and conditions outlined in Schedule "B" to this Bylaw.
34. The Village shall have the right at any time to install a water meter in any existing premises at the expense of the owner and to substitute in lieu of a flat rate (whether already paid or not) a meter rate according to Schedule "B" to this Bylaw.

Installation of Water Meters

35. Meters shall be installed by the Village on all water services in a manner and of such make and design as selected by the Village from time to time.
36. The cost of supplying and installing a meter, meter box, fittings and all appurtenances shall be borne by the Village, except for the installation of meters on industrial and other commercial premises which will be cost shared on an equal basis. Costs will be determined on an "actual cost" basis using the rates in Schedule "D" and the actual cost of the meter.
37. The meter rates are set out in Schedule "B" are the obligation of the owners of real property. These charges will be collected quarterly for the use of the water meters whether installed at the request of the owner or not and whether any water has been consumed in any such billing period.

Water Meter Rates and Credit

38. Every consumer having a metered service shall pay for the full amount of water as registered by the meter, according to the rate applicable to the service.
39. When the Village imposes a meter on the water connection, the Village shall adjust the water rates charges accordingly and a credit shall be allowed to the consumer on the meter rate account for the balance of the flat rate

proportionate to the unexpired portion of the year covered by the flat rate payment. The balance of the meter rate shall be payable from the time the meter is installed whether during any period already paid for by the flat rate or not.

40. If a meter sticks or fails to indicate correctly the quantity of water which is passing or which has passed through it, or if the meter cannot be accessed, the Village shall be entitled to charge for the water according to the average consumption for the twelve (12) months immediately preceding the date upon which the meter was last known to be in order, or based on consumption measured by the new or repaired meter for four

Responsibility for Maintenance of Water Meters

41. The meter, including its fixtures and appurtenances, is owned and maintained by the Village.
42. The Village shall maintain and repair or replace all meters, regardless of size, when rendered unserviceable through fair wear and tear. Where replacement or repair of any meter is rendered necessary by the act, neglect, or carelessness of the owner or occupant of any premises, any expense caused to the Village shall be charged against and collected from the owner or occupant of the premises.
43. The Owner of a parcel shall maintain full and unobstructed access to the meter and meter chamber to allow the Village to read and maintain the meter.

Testing of Water Meters

44. When any consumer notifies the Village, in writing, that an account for service for any past time is excessive the Village shall arrange to have the meter tested at the consumer's expense.
45. Before making a test outlined in Section 44, the consumer requesting the test shall pay the fee in accordance with Schedule "D".

Refunds on Water Meter Charges Due to Inaccuracy of Water Meter

46. The Village will consider refunds, adjustments and/or meter repair or replacement only when the meter is registering at least a five percent (5%) inaccuracy, otherwise the meter is considered accurate.
47. If the test outlined in Section 44 shows an error in favour of the consumer, the meter testing fee shall be refunded to the consumer, the water meter will be replaced or repaired, and the consumer's account for service shall be adjusted accordingly.

48. If the test outlined in Section 44 shows an error in favour of the Village, the meter testing fee shall be retained by the Village.

Part 8 – Fire Service

49. All fire services shall be installed so that water used or which could be used for other than fire purposes, shall be metered and all costs shall be borne by the owner. The meter shall be fire rated.
50. All meters used on fire services shall be of a make and design approved by the Village.
51. For all new construction, where a fire service water main is required, a dedicated main for the sole purpose of fire fighting shall be provided by the owner with no connection to any domestic service.

Part 9 – Rates, Fees and Charges

Establishing Water Rates, Fees and Charges

52. It shall be lawful for the Council from time to time to fix water rates to be paid by consumers of water for the water supplied from the works.
53. The rates which shall be payable in respect of existing flat rate services shall be in accordance with Schedule "A" to this Bylaw.
54. The rates which shall be payable in respect of metered services shall be in accordance with Schedule "B" to this Bylaw.
55. The rates types which shall be applicable in respect of designated uses shall be in accordance with Schedule "C" to this Bylaw.
56. The fees which shall be payable for requests for turning off and on of water services and water meter testing and removal shall be in accordance with Schedule "D" to this Bylaw.
57. The fees which shall be payable in respect of all service connections shall be in accordance with Schedule "D" to this Bylaw.

Water Rates, Fees and Charges

58. The rates, fees and charges enumerated in Schedules "A", "B", "C", and "D" are hereby imposed and levied for water supplied or ready to be supplied by the

Village and for connections to the water mains of the Village. All rates, fees and charges shall form a charge on the parcels of the respective owners using the water and may be recovered in the same manner and by the same means as overdue taxes including unpaid fees, rates and charges levied under Bylaw 542.

59. The Village may waive part of the connection fees if the cost is deemed excessive.
60. No rebate, refund or credit whatsoever of any moneys paid or payable for water service shall be made except as provided in this Bylaw.
61. No prepayment for any service shall prevent the amount of any increase being charged to and collected from any consumer.
62. The Village shall furnish to any consumer or ratepayer, on request, one copy of a statement showing the rates, fees and charges for the time being in force for each type of service.
63. For all new construction of strata buildings or premises to which a service connection is made during any year, the applicable user rate chargeable for that year according to Schedule "A" shall be one-half (1/2) of the full annual rate per dwelling unit. This charge will be applied at the building permit stage and will be non-refundable. The amount collected will be applied as a credit to the strata property's metered utility account.

Part 10 - Offences and Penalties

Offences

64. Every person who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention of any of the provisions of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who does any act, or who violates any of the provisions of this Bylaw shall be deemed to be guilty of an infraction and liable to the penalties imposed in this Bylaw.

Penalties

65. Every person who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention of this Bylaw, or who refuses, omits, or neglects to fulfill, observe, carry out, or perform any duty or obligation imposed by this Bylaw is liable, on summary conviction, to a fine of not less than the sum of One Hundred Dollars (\$100.00), but not exceeding the sum of Ten Thousand Dollars (\$10,000.00).

66. Where there is an offence that continues for more than one day, separate fines may be issued for each day or part thereof in respect of which the offence occurs or continues.
67. Any person who contravenes any provision of this Bylaw is liable to the Village and must indemnify the Village from all costs, expenses, damages and injuries resulting from the contravention. This does not in any way limit any other provision or any other remedy the Village may have under this Bylaw or otherwise at law.
68. The Village may enforce compliance with the stipulations within this Bylaw or nonpayment of fines by shutting off the provision of water services being supplied to the user or discontinuing the service thereof.
69. Nothing in this Bylaw limits the Village from utilizing any other remedy that is otherwise available to the Village at law.

Part 11 - Administration

70. This bylaw hereby repeals "Village of Tahsis Water Regulations and Rates Bylaw No. 542-1, 2012 and all amendments thereto.
71. This bylaw shall come into effect upon its adoption.

This bylaw shall become effective on the 3rd day of May, 2016, upon which date Bylaw No. 542-1, 2012 shall be repealed.

READ for the first time this 5th day of April, 2016

READ for the second time this 5th day of April, 2016

READ for the third time this 19th day of April, 2016

ADOPTED BY COUNCIL, SIGNED BY THE MAYOR AND THE CHIEF ADMINISTRATIVE OFFICER AND SEALED WITH THE SEAL OF THE VILLAGE OF TAHSIS.

Mayor

Chief Administrative Officer

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 581 duly passed by the Council of the Village of Tahsis on the 3rd day of May, 2016

Chief Administrative Officer

Categories	Schedule "A" Flat Rates NOTES	Annual Fee
Dwelling Unit		
Dwelling unit per unit single family, duplex unit, apartment, suites, Guesthouses, condos		288.00
Mobile Home Park per pad with mobile home		288
Bed and Breakfasts, Boarding, Lodging and Rooming Houses plus per room		288
Hotels and Motels		144.00
plus per room for rent		288.00
Restaurants, cafes, dining rooms, pubs		144.00
up to 60 seats		984
over 60 seats		1,176.00
Churches		288.00
Industrial premises		288.00
Schools		1,176.00
plus per classroom		288
Clubs, non-profits		144
Home based businesses		288.00
plus		288
Retail premises		96
plus per square foot gross area		336.00
Garage and service station		0.11
Other commercial premises		384.00
		1,176.00

Schedule A
Water Regulation and Rates Amendment Bylaw S42-4, 2015

Categories
Campground/RV park (per site)

*Except where specified, all rates apply whether occupied or not,
whether operating or not*

Village of Tahsis Water Regulations and
Rates Bylaw 581, 2016

Schedule "A" Flat Rates

Annual Fee
52.00/site

VILLAGE OF TAHSIS
 WATER REGULATION AND RATES BYLAW NO. 581, 2016
 SCHEDULE "B"
 WATER RATES AND AND FEES FOR METERS

II. METERED RATES

	Minimum quarterly rate	Water volume allotment
Minimum for all meters	\$45.00	70 m ³
When quarterly allotment is exceeded, additional charge per cubic meter	\$1.10/m ³	

1. Multiple unit buildings : For buildings with multiple units supplied with metered service through a common connection line, if each unit is privately owned (i.e., indefeasible title), the minimum usage rate will apply to each unit. If the building is under one title, only one usage charge will apply.
2. Faulty meters: If a meter is defective when it is read and has not correctly measured the volume of water which has passed through it, Section 44 of the Bylaw will apply and the rates will be calculated and charged accordingly.
3. Undetected leaks: Notwithstanding sections 46-48, where an underground leak is discovered in a consumer's system, and where the consumer could not reasonably have been expected to be aware of such a leak, the Village will charge for water at a rate that does not exceed the average of the rates billed for the preceding 12 months plus a rate of \$.50 per cubic meter for all water which has passed through the meter since the previous reading and which is in excess of the the average consumption over the previous 12 months so long as the consumer repairs their system to the satisfaction of the Director of Infrastructure and Operations within 10 days of discovering the leak.
4. Application of rates: All rates apply whether the premises are occupied or not or whether the business or other activity is operating or not.

VILLAGE OF TAH SIS
WATER REGULATION AND RATES BYLAW 581, 2016
SCHEDULE "C"
USER RATES CATEGORIES

Apartment building and multiple dwelling units (existing)	Flat rate or metered service
Apartment building and multiple dwelling units (new)	Metered service
Dwelling unit (single family, duplex) (existing)	Flat rate or metered
Dwelling unit (single family, duplex) (new)	Metered service
Hotels, Motels and Mobile Home Parks (existing)	Flat rate or metered service
Hotels, Motels and Mobile Home Parks (new)	Metered service (minimum charge)
B and B's, hotels, lodging houses, boarding houses (existing)	Flat rate or metered service
B and B's, hotels, lodging houses, boarding houses (new)	Metered service
Churches (existing)	Flat rate or metered service
Churches (new)	Metered service
Retail premises (existing)	Flat rate or metered service
Retail premises (new)	Metered service
Industrial premises	Flat rate or Metered service
Restaurants, cafes, dining rooms, pubs (existing)	Flat rate or metered service
Restaurants, cafes, dining rooms, pubs (new)	Metered service
Industrial	Metered service
Other commercial premises	Flat rate or Metered service
Home based businesses (existing)	Flat rate (plus per square foot)
Home based businesses (new)	Metered service
Garage and service station (existing)	Flat rate
Garage and service station (new)	Metered service

Village of Tahsis Water Regulations and Rates Bylaw 581, 2016

Schedule "D"

1. <u>TURNING ON AND OF SERVICES</u>	
A. Permanent turn off (disconnection) at water main (actual cost including all costs of curb cut and repair)	100% of actual cost
B. Temporary turn off (disconnection) at property line (actual cost including all including curb cut and repair)	100% of actual cost
C. Temporary turn off/on	\$50.00
2. <u>TESTING OF WATER METERS</u>	
A. 16mm-38mm	\$100.00
B. 50mm	\$400.00
C. 75mm-150mm	\$600.00
3. <u>REMOVAL OF WATER METERS</u>	100% of actual cost
4. <u>NON-EMERGENCY SERVICE CALL AFTER HOURS</u>	\$200.00
5. <u>CONNECTION FEES</u>	
The following fees shall be charged for all new water service connections or re-connections and shall be payable in advance and prior to connection:	
A. 19mm-50mm	\$750
B. Over 50mm	\$900
6. <u>EQUIPMENT, MATERIAL AND LABOUR RATES</u>	
HEAVY EQUIPMENT/HOUR	
STRAIGHT TIME	\$90.00
OVERTIME	\$135.00
LABOUR/HOUR	
STRAIGHT TIME	\$60.00
OVERTIME	\$90.00

K2

VILLAGE OF TAHSIS

SEWER REGULATIONS AND RATES BYLAW NO. 582, 2016

A Bylaw to regulate connections, and use of the sanitary sewerage system and to impose connection charges, inspection fees, user rates and maintenance charges for the use of sewers

THE COUNCIL OF THE VILLAGE OF TAHSIS, in open meeting assembled, ENACTS AS FOLLOWS:

Part 1 - Citation and Definitions

1. This bylaw may be cited as the "Sewer Regulations and Rates Bylaw, No 582, 2016".
2. In this bylaw the definitions set out in the British Columbia Building Codes 2012 and the following definitions shall apply:
 - a) "Apartment building or multiple dwelling" means any building, not being a lodging house or hotel, or portion thereof, which is designed, built, rented, leased, let or hired out to be occupied, or which is occupied, as the home or residence of three or more families living independently or each other and doing their own cooking within their apartment or suite.
 - b) "Bed and Breakfast" means a private residence in which one or more sleeping rooms are rented out, whether or not meals are provided.
 - c) "Boarding House" means any building or place used primarily for sleeping quarters but does not include a Bed and Breakfast, hotel, or motel.
 - d) "Building sanitary sewer" means a pipe, including manholes and inspection chambers laid on a property connecting a service connection with a house, building or structure on a property.
 - e) "Commercial Premises" means all land and premises, on or within which any interchange of commodities, or any dealing or trading in any article of

commerce or other thing is carried on as a business, and shall include all premises in which any service, professional or otherwise is provided, given or made available and for which any fee, charge, rent or commission is payable, and without limiting the foregoing shall include auto courts, hotels, lodging houses, boarding houses, offices, places of entertainment or amusement, tent camping grounds, marinas and mobile home parks.

- f) "Commercial Unit" means any business which is operated separately from any other business on or within commercial premises.
- g) "Connection Charge" means the amount due and owing to the Village for the installation and construction of a service connection as set out in Schedule "B" to this Bylaw.
- h) "Council" means the Council of the Village of Tahsis.
- i) "Director of Infrastructure and Operations" means the Director of Infrastructure and Operations or his or her appointed delegates, assistants or representatives.
- j) "Dwelling Unit" means one or more habitable rooms which constitute one self-contained unit used or intended to be used for living and sleeping purposes for which is provided:
 - 1. cooking equipment or the facilities for the installation of cooking equipment; and
 - 2. one or more bathrooms with a toilet, wash basin and shower or bath
- k) "Guest House" shall mean a single family residence which is rented for accommodation, but shall not include a Bed and Breakfast, hotel, motel, or boarding house.
- l) "Home based business" means an occupation, business, craft, or profession conducted for profit, which is carried on as an accessory use in a dwelling unit or accessory building to the dwelling unit.
- m) "Hotel" means a building occupied as the temporary accommodation of individuals who are lodged there with or without meals and in which there are more than five (5) sleeping rooms with no cooking equipment or facilities in the rooms.

- n) "Independent Mobile Home" means a mobile home equipped with a toilet and a bathtub or shower, waste from both of which is disposed directly into a sewer through a drain connection.
- o) "Industrial premises" means a use providing for the processing, fabricating, assembling, storing, transporting, distributing, wholesaling, testing, servicing or repairing of goods, materials or things.
- p) "Inspector" means the Building Inspector of the Village or his or her delegate.
- q) "Mobile Home" means a structure manufactured as a unit designed to be transported on its own wheels or by other means, and arriving at the site ready for occupancy apart from incidental operations and connections;.
- r) "Mobile Home Park" means any parcel of land, upon which two or more mobile homes, occupied for dwelling purposes, are located, including all buildings, structures, homes, occupied for dwelling purposes, are located, including all buildings, structures or accessories used or intended to be used as equipment for the mobile home park.
- s) "Motel" means a group of furnished rooms or separate buildings providing sleeping and parking accommodation for tourists and commonly known as tourist cabins or motor courts, as distinguished from furnished rooms in an existing residential building.
- t) "Owner" means an owner of a parcel or real property including:
- the registered owner of an estate in fee simple;
 - the tenant for life under a registered life estate;
 - the registered holder of the last registered agreement for sale; and
 - the holder or occupier of land in the manner referred to in the definition of "Owner" in the Schedule to the *Community Charter* and amendments thereto
- u) "Rate" means the price or sum of money to be paid by any consumer for any water supplied or made available.
- v) "Sanitary Sewerage System" means all sanitary sewer works, sewage facilities and all appurtenances thereto, including sewer mains, sewage outfalls, service connections, sewage lift stations, force mains, siphons and treatment facilities owned, controlled, maintained and operated by the Village for collecting and transporting waste.

- w) "Service Connection" means a service pipe from the sewer to the property line of a parcel and includes an inspection chamber.
- x) "Sewage" means water carried wastes from residence, business buildings, institutional and industrial establishments, and shall include:
 - a) Industrial waste
 - b) Sanitary waste exclusive of industrial wastes; and
 - c) The discharge of stale swimming pool water

Part 2 - General Provisions

- 3 Council may from time to time amend this bylaw in whole or in part and may without limiting the generality of the foregoing establish or amend policies, criteria, rates and fees.
- 4. The Schedules attached are an integral part of this bylaw.

Applicability

- 5. This bylaw shall apply to the sanitary sewerage system owned and operated by the Village.

Role of the Director of Infrastructure and Operations

- 6. The Director of Infrastructure and Operations shall have charge of rating of all buildings and premises supplied with the water and also have charge and control of all properties and works in connection with the water system and of all connected engineering and mechanical work.

Supply of Sewer throughout the Village

- 7. It shall be lawful for the Village to supply sewer services to the inhabitants of the Village who can be served from the Village's sanitary sewerage system and the provisions of the bylaw shall extend to and be binding upon all persons so served.
- 8. Every owner of real property which abuts a street, lane or other public right-of-way upon or under which there is a sanitary sewerage system, or is within 50m of a sanitary sewerage system, and where this is a building or structure on the property, shall connect the building or structure to the sanitary sewerage system in the manner prescribed by this bylaw.

Village not Liable for Failure of Sanitary Sewerage System

- 9. The Village shall not be liable for the failure of the water supply due to an accident or damage to the water system or for excessive pressure or lack of pressure or any temporary stoppage an account of alterations or repairs, whether the failure arises from the negligence of any person in the employ of the Village

or any other person or through natural deterioration or obsolescence of the Village's system.

Part 3 – Service Connections

Application Process for a Service Connection

10. All applications for service connections must be made in writing to the Village by the owner(s) in the form established by the Village.
11. Every application for a service connection must be accompanied by the applicable connection charge.
12. The Village will direct the installation and construction of a service connection be commenced within ninety (90) days of approval of the application.
13. When an application for a service connection accompanies a building permit with a construction value greater than \$100,000 or where a parcel is being redeveloped, the following shall apply to the service connection and the building sanitary sewer:
 - a) if either the service connection or the building sanitary sewer is 30 years old or older, a replacement or new service is required;
 - b) all no-corrode, asbestos cement or clay service pipes of any age or condition shall be replaced;
 - c) any shared service connections and building sanitary sewer shall be replaced; and
 - d) all costs associated with the above are the responsibility of the owner.

The Village may waive part of the above requirements if the Village deems the cost of the replacement excessive.

Specific Prohibitions

14. No person may uncover, connect, or attempt to connect or be allowed to be connected or remain connected to a service connection or to a sewer, parcel or premises otherwise than in accordance with this bylaw.
15. The owner of a parcel that is connected to a service connection or to a sewer without first making the appropriate application to and obtaining approval from the Village or without paying the applicable charges is in contravention of the bylaw. In addition to any penalty that may be applied, the building sanitary sewer may be disconnected and the service stopped or closed. The Village may

also establish conditions and requirements which the owner must fulfill before the service can be reinstated.

16. No person shall bury, cover or obstruct, at any time, or in any manner, the access to any manhole, inspection chamber, or other fixture connected with the sanitary sewerage system. The Village may remove the obstruction and the costs associated with the removal and reinstatement of the sanitary sewerage system will be charged to and paid by the owner.
17. No person will accept or emit waste or other material or substances, or, permit them to be brought in or discharged from properties, places or persons other than the waste generated within the property to which the service is provided.
18. Except as otherwise approved by the Village, no work of any kind connected with the sanitary sewerage system is permitted to be done by any person other than an employee or agent of the Village.

Building Sanitary Sewer

19. Every owner shall construct building sanitary sewers in compliance with the current B.C. Building Code and shall operate and maintain the building sanitary sewer including any blockages.
20. All materials, fixtures or devices used or entering into the construction of plumbing systems or parts must conform to the minimum applicable standard in the BC Building Code unless otherwise provided for in this Bylaw.
21. If after receiving written notice from the Village, the owner does not operate and maintain the building sanitary sewer, an agent or employee of the may enter the parcel to undertake the necessary repairs and /or replacements. The actual cost of this is recoverable by the Village and shall be paid by the owner in full. The Village shall be entitled to recover actual cost from the owner in the same manner as Village taxes.

Right of Inspection

22. Every owner and occupier of premises to which a service connection has been installed must allow and permit the Village and all associated inspection equipment, to enter into or upon the real property and premises for the purpose of inspecting the premises including the building sanitary sewer and related apparatus to ensure the terms of this bylaw are being complied with.

Part 4 - User Charges

User Charges

23. The charges enumerated in Schedule "A" are hereby imposed and levied by the Village to every owner of real property which is directly or indirectly served by the Village's sanitary sewerage system. Every owner of real property which is served by the Village's sanitary sewerage service must pay a user charge as determined by the Village.
24. The rates, fees and charges enumerated in Schedule "A" is hereby imposed for connections to the sanitary sewerage system of the Village. All rates, fees and charges shall form a charge on the parcels of the respective owners using the sanitary sewerage system and may be recovered in the same manner and by the same means as overdue taxes.

Part 5 - Offences and Penalties

Offences

25. Every person who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention of any of the provisions of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who does any act, or who violates any of the provisions of this Bylaw shall be deemed to be guilty of an infraction and liable to the penalties imposed in this Bylaw.

Penalties

26. Every person who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention of this Bylaw, or who refuses, omits, or neglects to fulfill, observe, carry out, or perform any duty or obligation imposed by this Bylaw is liable, on summary conviction, to a fine of not less than the sum of One Hundred Dollars (\$100.00), but not exceeding the sum of Ten Thousand Dollars (\$10,000.00).
27. Where there is an offence that continues for more than one day, separate fines may be issued for each day or part thereof in respect of which the offence occurs or continues.
28. Any person who contravenes any provision of this Bylaw is liable to the Village and must indemnify the Village from all costs, expenses, damages and injuries resulting from the contravention. This does not in any way limit any other provision or any other remedy the Village may have under this Bylaw or otherwise at law.

- 29. The Village may enforce compliance with the stipulations within this Bylaw or nonpayment of fines by shutting off the provision of sanitary sewerage services being supplied to the user or discontinuing the service thereof.
- 30. Nothing in this Bylaw limits the Village from utilizing any other remedy that is otherwise available to the Village at law.

Part 11 – Administration

- 70. This bylaw hereby repeals "Village of Tahsis Sewer Regulations and Rates Bylaw No. 543, 2008" and all amendments thereto.
- 71. This bylaw shall come into effect upon its adoption.

This bylaw shall become effective on the 3rd day of May, 2016, upon which date Bylaw No. 543 2008 and its amendments shall be repealed.

READ for the first time this 5th day of April, 2016

READ for the second time this 5th day of April, 2016

READ for the third time this 19th day of April, 2016

ADOPTED BY COUNCIL, SIGNED BY THE MAYOR AND THE CHIEF ADMINISTRATIVE OFFICER AND SEALED WITH THE SEAL OF THE VILLAGE OF TAHSIS.

Mayor

Chief Administrative Officer

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 582, 2016 duly passed by the Council of the Village of Tahsis on the ____ day of _____, 2016

Chief Administrative Officer

Village of Tahsis, Sewer Regulations
and Rates Bylaw No 582, 2016

Categories	Schedule "A" Flat Rates	Annual Fee
	<i>NOTES</i>	
Dwelling Unit		
Dwelling unit per unit single family, duplex unit,, apartment, suites, Guesthouses, condos		240.00
Mobile Home Park per pad with mobile home		240
Bed and Breakfasts, Boarding, Lodging and Rooming Houses		240
plus per room		120.00
Hotels and Motels		240.00
plus per room for rent		120.00
Restaurants, cafes, dining rooms, pubs		816
Churches		240.00
Industrial premises		276
plus per square foot		0.11
Schools		240
plus per classroom		84
Clubs, non-profits		240.00
Home based businesses		240
plus		84
Retail premises		276.00
plus per square foot gross area		0.11
Garage and service station		312.00
Campgrounds per site		36.00
Sani-stations		336.00
Other commercial		312.00

K3



VILLAGE OF TAHISIS

BYLAW NO. 583, 2016

**A BYLAW OF THE VILLAGE OF TAHISIS RESPECTING THE FINANCIAL PLAN FOR THE FIVE-YEAR PERIOD
JANUARY 1, 2016 TO DECEMBER 31, 2020**

WHEREAS under the *Community Charter* a Council must adopt, by bylaw, a Five Year Financial Plan;

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

1. Schedule "A", and Schedule "B" attached hereto and made part of this bylaw is hereby declared to be the Financial Plan of the Village of Tahsis for the years 2016 – 2020 inclusive.
2. This bylaw may be cited for all purposes as the "2016 – 2020 Financial Plan, No. 583, 2016"

READ for the first time this 3rd day of May, 2016

READ for the second time this 3rd day of May, 2016

READ for the third time this 3rd day of May, 2016

Adopted this 5th day of May, 2016

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 583, 2016 duly passed by the Council of the Village of Tahsis on this 5th day of May, 2016.

CORPORATE OFFICER

VILLAGE OF TAH SIS
Financial Plan for 2016-2020
Bylaw 583, 2016

Schedule "A"

	2016	2017	2018	2019	2020
Operational Revenues					
Taxation					
Property taxes	645209	652000	668330	695,000	723,143
Grants in lieu of taxes	29000	31000	27550	27550	27550
Fees					
User fees and charges	80570	81375	82188	83009	83839
Water	145284	165384	165384	165384	165384
Sewer	166574	177720	177720	177720	177720
Environmental Health	35250	39190	39750	40320	40320
Other sources					
Interest and penalties on taxes	0	0	0	0	0
Grants/other governments	414733	393000	393000	393000	393000
Investment income	32500	32825	33153	33484	33818
Amortization offset	219860	219860	219860	219860	219860
	<u>1,768,980</u>	<u>1,792,354</u>	<u>1,806,935</u>	<u>1,835,327</u>	<u>1,864,634</u>
Operational Expenditures					
General Government	595943	605943	610443	618835	628142
Protective Services	92830	94740	96180	99037	101894
Environmental Health	60410	62320	63760	66617	69474
Transportation Services	145818	147728	149168	152025	154882
Recreation, Cultural and Developmental Services	301815	303725	305165	308022	310879
Water Services	93670	95580	97020	99877	102734
Sewer Services	125270	127180	128620	131477	134335
Amortization	219860	219860	219860	219860	219860
Transfers to other funds	133,364	135278	136719	139577	142434
	<u>1,768,980</u>	<u>1,792,354</u>	<u>1,806,935</u>	<u>1,835,327</u>	<u>1,864,634</u>
Operating annual surplus/deficit	-	-	-	-	-
Capital Program					
Capital Funding					
Statutory Reserves	353000	20000	20000	20000	20000
Transfer from General Operating	50000	60000	60000	60000	65000
Water Capital Fund	357240	5000	5000	5000	5000
Sewer Capital Fund	5000	5000	5000	5000	5000
	<u>765,240</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>	<u>95,000</u>
Capital Expenditures					
General Capital Expenses	68000	60000	60000	60000	65000
Fire Department Expenses	325000	5000	5000	5000	5000
Recreation Centre	10000	15000	15000	15000	15000
Water Capital Expenses	357240	5000	5000	5000	5000
Sewer Capital Expenses	5000	5000	5000	5000	5000
Net Capital	<u>765,240</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>	<u>95,000</u>
Financial Plan Balance	-	-	-	-	-

Village of Tahsis
 2016-2020 Financial Plan – Bylaw #583
 Financial Plan Statement
 Schedule “B”

The *Community Charter* requires municipalities to include in the 5 year Financial Plan:

- 1) The objectives and policies of the municipality for the 5 year planning period in relation to each of the funding sources and the proportion of total revenue from each funding source;
- 2) The distribution of property value taxes among the property classes that may be subject to taxes; and
- 3) The use of permissive tax exemptions

A. Funding Sources

Table 1: Funding Sources, 2016

Revenue Source	Dollar Value	Percentage of Revenue
Property Taxes	645,209	36.4%
Fees and charges	427,678	24.2%
Grants	443,733	25.1%
Investment Income	32500	1.8%
Amortization offset	219,860	12.4%
Total	1,768,980	100%

Objectives and Policies:

- Fees and charges reflect the full cost of utilities
- Increase transfers to capital reserve accounts for asset management purposes
- Seek alternative revenue sources

B. Distribution of Property Taxes Across Property Classes

Over the term of the plan, municipal property taxes are distributed across six property tax classes as shows in Table 2 below. The amounts and proportions are shown for 2016.

Table 2: Distribution of Village Property Taxes, 2016

Residential	402,611	62%
Utilities	67,760	11%
Light Industry	72,374	11%
Business & Other	86,394	13%
Managed Forest	11,171	2%
Recreational	4,898	1%
Total	645,209	100%

Objectives and Policies

- Equitable distribution of tax burden across property classes
- Tax increases across all property classes earmarked to address core infrastructure deficiencies
- Attract and sustain economic development

C. Permissive Tax Exemptions

Bylaw No. 580, 2015 lists the permissive exemptions granted to religious, community and other not-for-profit organizations.

Objectives and Policies:

- Permissive exemptions are granted to not-for-profit organizations that form a valuable part of and provide services to the community.
- Council may utilize its authority under the *Community Charter* to provide permissive exemptions to property owners who contribute to the community’s social and environmental well being, for example, greenhouse gas reduction, affordable housing, and Village revitalization.

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Over the term of the plan, municipal property taxes are distributed across six property tax classes as shows in Table 2 below. The amounts and proportions are shown for 2016.

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K4

VILLAGE OF TAH SIS

BYLAW NO. 584, 2016

BEING A BYLAW FOR THE LEVYING OF RATES FOR MUNICIPAL, HOSPITAL, REGIONAL DISTRICT, WASTE MANAGEMENT, AND LIBRARY PURPOSES FOR THE YEAR 2016.

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

1. The following rates are hereby imposed and levied for the year 2016:
 - a. For all lawful general and debt servicing purposes of the municipality on the value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of Schedule "A" attached hereto and forming part of this Bylaw.
 - b. For Comox-Strathcona Regional Hospital District purposes on the value of land and improvements taxable for regional hospital district purposes, rates appearing in Column "B" of Schedule "A" attached hereto and forming a part of this Bylaw;
 - c. For Regional District Services: General Government Administration, Emergency Services, on the value of land and improvements taxable for regional hospital district purposes, rates appearing in Column "C" of Schedule "A" attached hereto and forming a part of this Bylaw;
 - d. For Regional District Services: Administration, Feasibility Studies, Non-Part 24 Planning and 911 Services on the value of land and improvements taxable for municipal purposes, rates appearing in Column "D" of Schedule "A" attached hereto and forming a part of this Bylaw;
 - e. For Comox Valley Regional District Services: Waste Management on the value of land and improvements taxable for municipal purposes, rates appearing in Column "E" of Schedule "A" attached hereto and forming a part of this Bylaw;
 - f. For Library requisition purposes of the Municipality on the assessed value of land and improvements taxable for municipal purposes, rates appearing in column "F" of Schedule "A" attached hereto and forming a part of this Bylaw.
2. The Collector of the Village of Tahsis shall add to the unpaid taxes of the current year, for each parcel of land and its improvements of the property tax roll, 10% of the amount of the current year taxes which remain unpaid after July 4, 2016 and the said unpaid taxes together with the amount added as aforesaid shall be taxes of the current year due on such land and its improvements.
3. Tax rates and percentage additions caused as a result of a supplementary roll prepared under the Assessment Act shall be executed in accordance to section 241 of the *Community Charter*.

4. The tax rates and taxes imposed under this Bylaw shall be payable at the offices of the said Collector at the Village of Tahsis municipal hall, 977 South Maquinna Drive, P.O. Box 219, Tahsis B.C. VOP 1X0 no later than 4:30 pm on July 4, 2016.

5. Any and all amounts payable under this Bylaw shall be payable at the offices of the said Collector at the Village of Tahsis municipal hall, 977 South Maquinna Drive, P.O. Box 219, Tahsis B.C. VOP 1X0.

6. This bylaw may be cited for all purposes as the "Tax Rates Bylaw No. 579, 2015."

READ a first time this	3 rd	day of May, 2016
READ a second time this	3 rd	day of May, 2016
READ a third time this	3 rd	day of May, 2016
Adopted this	5 th	day of May, 2016

MAYOR

CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No.584, 2016 duly passed by the Council of the Village of Tahsis on this 5th day of May, 2016.

CORPORATE OFFICER

PROPERTY TAX RATES FOR 2016

Schedule "A" to Bylaw 584, 2016

Property Classifications	A General Municipal & Debt	B Comox – Strathcona Regional Hospital District	C Strathcona Regional District on Hospital Assessments	D Strathcona Regional District on Municipal Assessments	E Comox Valley RD Waste Management on Municipal Assessments	F Vancouver Island Regional Library on Municipal Assessments	I BC Assessment Authority on Hospital Assessments	J Municipal Finance Authority on Hospital Assessments
1. Residential	16.715	0.81838	0.13622	0.10300	0.09719	0.34881	0.05430	0.0002
2. Utilities	83.573	2.86432	0.47678	0.36049	0.34018	1.22084	0.49950	0.0007
4. Major Industrial	56.830	2.78248	0.46316	0.10300	0.33046	1.18596	0.49950	0.0007
5. Light Industrial	167.146	2.78248	0.46316	0.35019	0.33046	1.18596	0.15750	0.0007
6. Business/Other	33.429	2.00503	0.33375	0.35019	0.23812	0.85459	0.15750	0.0005
7. Managed Forest	148.760	2.45513	0.40867	0.25234	0.29158	1.04643	0.31670	0.0006
8. Recreation/Non-Profit	24.236	0.81838	0.13622	0.30899	0.09719	0.34881	0.05430	0.0002
9. Farm	16.715	0.81838	0.13622	0.10300	0.09719	0.34881	0.05430	0.0002

41

Her Worship Judith Schooner
Mayor
Village of Tahsis
PO Box 219
TAHSIS BC V0P 1X0

RECEIVED
APR 13 2016

Files Closed from January 1 to March 31, 2016
Village of Tahsis

1. Requests for Information or Assistance	0
2. Complaints with No Investigation	0
<i>a. Assistance and/or referral</i>	0
<i>b. Refused (discretion)</i>	
• More than one year between event and complaint	0
• Insufficient personal interest	0
• Available remedy	0
• Frivolous/vexatious/trivial matter	0
• Can consider without further investigation	0
• No benefit to complainant or person aggrieved	0
• Complaint abandoned	0
• Complaint withdrawn	0
<i>c. Statute barred (FIPPA, Police Act, etc.)</i>	0
<i>d. Not a matter of administration</i>	0
<i>e. Pre-empted by existing statutory right of appeal, objection or review</i>	0
3. Complaints Investigated	1
<i>a. Not a matter of administration</i>	0
<i>b. Pre-empted by existing statutory right of appeal, objection or review</i>	0
<i>c. Investigation ceased (discretion) - No findings</i>	
• More than one year between event and complaint	0
• Insufficient personal interest	0
• Available remedy	0
• Frivolous/vexatious/trivial matter	0
• Can consider without further investigation	0
• No benefit to complainant or person aggrieved	0
• Complaint abandoned	0
• Complaint withdrawn	0
• Complaint settled	1

d. Investigation completed - Findings - Substantiated		
• Remedied in whole	0	
• Remedied in part	0	
• Not remedied	0	
• Recommendations made - remedy to be implemented over time	0	
e. Investigation completed - Findings - Not substantiated	0	
4. Ombudsperson Initiated Investigations		0
a. Investigation ceased (discretion) - No findings	0	
b. Investigation completed - Findings - Substantiated		
• Remedied in whole	0	
• Remedied in part	0	
• Not remedied	0	
• Recommendations made - remedy to be implemented over time	0	
c. Investigation completed - Findings - Not substantiated	0	



Jay Chalke
Ombudsperson
Province of British Columbia

07/04/2016

VILLAGE OF TAHSIS

M1

Report to Council

To: Mayor and Council
From: Chief Administrative Officer
Date: April 26, 2016
Re: Island Coastal Economic Trust funding application for Community Unity Trail project

PURPOSE OF REPORT:

To seek Council approval of a funding application for initial planning and business case development for the Community Unity Trail project.

OPTIONS/ALTERNATIVES

1. Approve the funding application including a commitment of up to \$10,000 from the Village of Tahsis.
2. Approve the funding application with a revised financial commitment.
3. Do not approve the funding application.

BACKGROUND:

At its March 15th Regular Council meeting, Council passed a resolution stating that the Village of Tahsis endorses this project and pledges to provide staff and other in kind support to the project. To this date, Council has not committed funding to the project.

The Island Coastal Economic Trust ("ICET") Economic Development Readiness Program is designed to support investment and retention and foster regional economic collaboration through joint strategies and marketing initiatives.

Under the funding program applicants can apply for matching funding for the purposes described above. ICET recently implemented a new funding program – "Economic Development Quick Start Projects" – for easy to implement, short term initiatives. Under the "Quick Start" program local governments and other eligible organizations can apply for up to a maximum of \$15,000 in matching funding with the condition that applicants must contribute 50% in cash of the total project cost).

The CUT project has three partner organizations – Tahsis, Zeballos and the Mowachaht/Muchalaht First Nation. Zeballos Council has agreed to contribute \$5000 toward this phase of the project. The MMFN have not offered to contribute financially.

The proposed Quick Start application (attached) seeks funding to retain consultant(s) to prepare a business case which would then be used in applying for funding for the overall project, including trail construction. The Quick Start funding would also be used to prepare an initial project plan. One of the consultants would be responsible for developing the route design and cost estimate for the trail construction and related regulatory approvals from the Ministry of Forest, Lands and Natural Resource Operations.

As of this date, the draft budget for this application is incomplete but will be finalized once staff receive the route design cost estimate from a potential trail design and construction consultant (43k Wilderness Solutions). This information is expected by May 3rd. The funding application budget could be provided to Council as a late item at its May 3rd Regular meeting.

The ICET Executive meets on May 13th. Subject to Council approval, this funding application could be on that agenda for consideration. ICET advised Village staff that the approval process is expedited allowing the applicants to move quickly to implement. The draft application has been provided to ICET staff, Zeballos and the MMFN for their input and feedback before finalizing.

An alternative to ICET funding is the Project Development funding under the new provincial Rural Dividend program. This program provides up to \$10,000 without requiring local government matching funds.

DISCUSSION:

The ICET funding application is recommended for two reasons:

- 1) The expedited approval process would potentially allow the consultants to complete the business case and project plan in time for the 3 partner organizations to apply for Partnerships funding (up to \$500k) under the Rural Divided program in October or the ICET Economic Infrastructure program (up to \$400k) for the trail construction; and
- 2) The Rural Dividend Project Development funding (up to \$10,000) may not be enough funding to support this initial phase, especially if some field work is necessary to prepare cost estimates.

POLICY/LEGISLATIVE REQUIREMENTS:

N/A

FINANCIAL IMPLICATIONS:

As noted above, at the time of writing this report the budget is unknown but is expected to be close to \$30,000 which would be cost shared between ICET (\$15,000), Tahsis (\$10,000) and Zeballos (\$5000).

The Tahsis 2016-2020 budget includes \$5000 for economic development which is intended for this project. Moreover, another \$5000 can be identified in the Administration program budget without affecting operations. Zeballos could be approached to increase their contribution by \$2,500 so the two municipalities would each contribute 25% of \$15,000. However, Zeballos appears to owe Tahsis over \$20,000 for shared legal costs (in an unrelated file) so there may be sensitivities in requesting more funding from Zeballos at this point in time.

RECOMMENDATION:

Option 1

Respectfully submitted:

Mark Tatchell
Chief Administrative Officer

ECONOMIC DEVELOPMENT READINESS PROGRAM APPLICATION

Prior to completing the application form, please contact ICET staff to validate the project concept.

Date of contact with ICET staff:

Concept validated by:

SECTION 1 - APPLICANT INFORMATION

Applicant Information

Name of Organization: Village of Tahsis
Street Address or PO Box: PO Box 219
City/Town/Village: Tahsis Postal Code: VOP 1X0
Phone: 250 934-6344 Fax: 250-934-6622
Email: mtatchell@villageoftahsis.com
Incorporation/Business/Society
Number:

Designated Officer (Signing Authority)

Officer's Name: Mark Tatchell
Title: Chief Administrative Officer
Street Address or PO Box: PO Box 219
City/Town/Village: Tahsis Postal Code: VOP 1X0
Phone: 250 934-6344 Fax: 250 934-6622
Email: mtatchell@villageoftahsis.com

Primary Contact (if different from Designated Officer)

Name & Title:
Street Address or PO Box:
City/Town/Village: Postal Code:
Phone: Fax:
Email:

SECTION 2 – PROJECT INFORMATION

PROJECT NAME

“Community Unity Trail” Business Case and Initial Project Plan

1. DETAILED PROJECT DESCRIPTION

Project Rationale

The overall project is to develop a community based, shared use trail system in the ‘Tahsis-Zeballos-Mowachaht/Muchalaht First Nation Region’ in order to offer trail-based tourism experience and products that will maximize economic development opportunities for the region in an environmentally responsible manner.

The sub-project that is the subject of this application is to research, analyze and write a comprehensive business case and an initial project plan which will be used as decision support documents and, in addition, to assist in preparing funding application. The Project’s Executive Committee comprised of the Mayors, Senior Staff and Representative of the Mowachaht/Muchalaht First Nation will rely on the business case and initial project plan to make decision regarding funding for the overall project including seeking funding from senior levels of government and/or other sources.

Project Description and Activities

This sub-project will be undertaken by one or more consultants who will conduct the research, analysis and writing of a detailed business case proposal in accordance with provincial or federal standards, e.g., <http://www.tbs-sct.gc.ca/bp-w-ct/oversight-surveillance/itpm-itpp/pntpp/emf-cae/bce-par/bce-partb-eng.asp>).

It is expected that the data used in preparing the business case could also be utilized in an initial project plan. The project plan will provide the partner organizations and potential funders with a clear sense of the project’s scope, schedule and budget as well as other important project management details, as noted below.

This phase will also necessarily entail development of the route design and cost estimates of route construction.

Through a series of preliminary meetings, the project has acquired research and expert advice which will contribute to the content of these two documents. This includes:

- market and economic research (ICET)
- advice from tourism professionals (Destination BC, Vancouver Island Tourism, Ministry of Jobs, Tourism and Skills Development)
- information regarding provincial trail policy and regulatory approvals (Ministry of Forests, Lands, and Natural Resource Operations)
- input from trail user groups and forest companies holders (Quad Riders ATV BC, Campbell River ATV, Western Forest Products) and
- advice from the partner First Nations.

Project Deliverables

Using the research and other information gathered from the initial meetings and by collecting additional data, the consultant(s) will prepare a comprehensive business case including (and not in priority order): 1) detailed budget with at least Class "C" cost estimates of all aspects of the trail project, which will be developed incrementally over time based on the route design; 2) route design; 3) financial management, controls and reporting; 4) market research and "customer" demand; 5) overall project scope; 6) project deliverables/outcomes; 7) risks; 8) benefits; 9) constraints; and 10) value proposition. The initial project plan would include: 1) project governance; 2) budget; 3) project scope; 4) project management; 5) high level project timeline and milestones; 6) reporting; 7) risks and risk mitigation and 8) deliverables.

2. CONSISTENCY WITH ECONOMIC STRATEGIES OR PRIORITIES

The three partner communities are pursuing economic development opportunities that expand the type of eco-tourism products and experiences offered in the Nootka Sound region as well as to lengthen the eco-tourism season.

In 2014-15, ICET funded the preparation of an economic development strategy for the Village of Tahsis. The strategy includes partnering with Zeballos and the Mowachaht/ Muchalaht First Nation as well as to "support the development of new experiences such as trails, events and facilities."

3. DEMONSTRATED NEED FOR FUNDING

The overall project far exceeds the existing capacity of the three partner communities – individually and collectively. None of the communities have the dedicated resources or expertise to devote to preparing a business case and project plan. As future decisions regarding the trail network are contingent on the content of these documents, it is critical that the business case and project plan be comprehensive, accurate and compelling.

4. PROJECT TIMELINES

Estimated Project Start Date: May 2016

Estimated Project Completion Date: early September 2016

Key Timelines: TBD

5. PROJECT BENEFITS

As noted, this sub-project is a fundamental step in advancing the overall project. The overall project will have the following benefits:

- Increased number of tourists;
- Longer average length of tourist stay;
- Creation of new trail user support businesses;
- Strengthen economic co-operation among partner communities; and
- Augment existing tourism branding and promotion for the Nootka Sound region

The sub-project will be evaluated based on the success in building support within the respective communities and with stakeholders as well as successful external funding applications. The overall project will be evaluated according to criteria included in the business case.

6. COMMUNITY CONSULTATION AND SUPPORT

All members of Tahsis and Zeballos Councils have participated in planning meetings to date. The Mowachaht/Muchalaht First Nations Council of Chiefs have committed to participating and a representative of the MMFN is a member of the Project Executive Committee. Other key stakeholders which are active participants in the planning meetings include Ministry of Jobs, Skills Development and Tourism, Western Forest Products, BC Hydro, School District #84, Campbell River ATV Club and the ATV BC. Both Tahsis and Zeballos Councils have passed resolutions in support of the trail (NOTE: Resolutions will be included with application). Letters of support have been received from the MMFN and Director Gerald Whalley, Electoral Area "A" of the Strathcona Regional District (Also to be included with application). The Ehattesaht First Nation has been consulted on the project and members of that First Nation have participated in some planning meetings. The Village of Gold River is also an observer with the project.

7. ORGANIZATION CAPACITY

The consultant(s) will report through senior staff to the project Executive Committee. All of the communities partners have experience managing consultants to ensure contract compliance.

8. FUNDING AND BUDGET

(TBD)

9. ATTACHMENT CHECKLIST

- Organization's annual report and/or strategic plan
- Organization's latest financial statement (audited if available)
- Organization's latest economic development strategy (if available)
- Formal letter of support from local government and/or economic development office (if not for profit organization)

AUTHORIZATION

I/we certify that the information provided in this Economic Development Readiness Program Application Form is to the best of my/our knowledge, complete, true and accurate and the proposal including plans and budgets is fairly presented.

I/we authorize the Island Coastal Economic Trust to make any enquiries of persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations operating in our organization's field of activities, to collect and share information with them, as Island Coastal Economic Trust deems necessary, in order to reach a decision on this application, to administer and monitor the implementation of the project and to evaluate results after project completion.

I/we agree that the information provided in this application form will be shared with the appropriate Regional Advisory Committee and Island Coastal Economic Trust staff and consultants.

I understand that the information in this application may be accessible under the Freedom of Information Act (FOI).

I/we also understand that all Trust correspondence, relative to our Application, must be kept confidential and that any breach whatsoever of confidentiality will immediately result in the annulment of the Application.

I/we also understand that ICET will not be responsible for any costs incurred in the preparation of this application, or any subsequent application for funding from the Trust, and this application is being prepared entirely at my/our own risk and cost.

Signature of Authorized Representative(s):

Printed Name(s):

Title(s):

Date:

SUBMISSION

Application Form and all supporting documents should be submitted electronically, by email to info@islandcoastaltrust.ca

Please do not submit hard copies of the application by mail or fax.

M2

VILLAGE OF TAHSIS

Report to Council

To: Mayor and Council

From: Chief Administrative Officer

Date: April 27, 2016

Re: Temporary Parking Change for 900 Block of Princess Victoria View

PURPOSE OF REPORT:

To advise Council of staff's assessment of Ms. Pat O'Connell's application for a temporary change in parking (attached) for Princess Victoria View for a roofing contractor to park its trucks while re-roofing 929 Princess Victoria View.

OPTIONS/ALTERNATIVES

1. By way of a resolution permit 2 days of parking in the "No Parking" zone and parking on the grass island.
2. Do not permit parking as requested by Ms. O'Connell

BACKGROUND:

Parking issues on this street have been brought before Council previously, specifically in 2013 when Council approved erecting "No Parking" signs between Lot 47 and Lot 48. The narrow road width on this street combined with the lot layouts makes street parking awkward requiring co-operation among the residents.

DISCUSSION:

Public Works staff, having assessed the road and traffic, have concluded that permitting the roofing trucks to park for two days within the "No Parking" zone and allowing the trucks to park on the grass island for this period would constitute minimal disruption. All debris must be removed from the grass island and street upon completion of the work.

It is also recommended that the RCMP be advised of this temporary change. Public Works staff would cover the "No Parking" signs during the two day period.

It is also recommended that the residents of 929 Princess Victoria View inform the residents of 907 Princess Victoria View of the planned roofing project and the dates of the parking changes as soon as those dates are known.

POLICY/LEGISLATIVE REQUIREMENTS:

Article V (2) of the Village of Tahsis Street and Traffic Regulation Bylaw, No 29, 1971 states:

“Council may by resolution designate any street or portion of any street in the Municipality, and without restricting the generality of the foregoing regulate the hours between which vehicles can lawfully park and restrict the parking on any street, and the failure of any person to comply with any such resolution duly passed shall be guilty of an offence against this bylaw.”

FINANCIAL IMPLICATIONS:

The Village’s fees and charges bylaw does not include charges for temporary parking permits for this type of event.

RECOMMENDATION:

Option 1.

Proposed resolution:

“Be it resolved that parking be permitted for two days in the “No Parking” zone of the 900 Block of Princess Victoria View and that parking be permitted for the same period on the grass island in the same area. The residents of 929 Princess Victoria View are to advise Public Works staff of the two day period as soon as those dates are confirmed.”

Respectfully submitted:

Mark Tatchell
Chief Administrative Officer

P. O'Connell
929 Princess Victoria View
POX 84
Tahsis, BC V0P 1X0

Mayor J. Schooner and Councillors
Village of Tahsis
977 South Maquinna Drive
PO Box 219
Tahsis BC V0P 1X0

25 April 2016

Dear Mayor and Councillors,

Re: Parking near 929 Princess Victoria View

We are expecting roofers to come the next time the weather and dump access times coincide to give them an estimated two consecutive days to do the job. As this work is weather dependent I cannot give you specific dates though I hope the work will be done by the end of May.

As you may recall, in 2013, Council 'debated' the issue of "Traffic Obstruction in the 900 Block of Princess Victoria View" with the outcome that two No Parking signs were placed in the area which constitutes access to the street from my driveway. The area in question extends from the south border of 929 Princess Victoria View to about the midway point (traveling north to south) of the west property line of 907 Princess Victoria View. At the time of the decision we were assured that the street parking along the south property line of 907 Princess Victoria View and the at the south end of Churchill Drive would be available for use by visitors and/or tradesmen attending to business on our property. Now we have the situation where tradesmen need to bring two vehicles to attend to their business and two of the three parking spaces that we were directed to use are regularly occupied by other vehicles – this leaves one parking space to accommodate two vehicles.

Due to the shortage of on street parking I think the presence of the described No Parking signs needs to be revisited. In the short term I need access to two on street parking spots in near proximity to 929 Princess Victoria View and direction from Council on how to accomplish this. There is no mechanism, under the current by-laws to accomplish this

without petitioning Council.

Possible solutions, in no particular order, are:

1. Permit the Village staff to temporarily cover the signs and establish a mechanism where Village staff can give temporary exemptions on an as needed basis.
2. Disallow the parking and/or storage of boats, trailers, and other recreational vehicles in on street parking spaces
3. Allow parking on the boulevards.
4. Develop and institute a permit system whereby individuals can apply at the Village Office for parking exemption permits – with or without an associated fee.
5. Remove the No Parking signs from the affected area.
6. Remove the No Parking signs from the affected area and enforce existing provisions of the Streets and Traffic Regulation By-law No. 29 1971.

Depending on the solution Council recommends the people impacted by the decision range from everyone in the Village to solely the occupants of 929 Princess Victoria View so I can neither predict who would need to be notified about the changes nor propose a plan for notifying them. If just the problem is resolved purely to address my immediate concerns then the only way anyone, other than the occupants of 929 Princess Victoria View, would be impacted is that they may have to, from time to time, have to contend with the activities that arise from people parking and accessing their vehicles. If a solution which impacts the whole Village is chosen then a public meeting would be required.

Given the animosity toward, disdain for, and biases against the petitioner that Council expressed during their original 'debate' I strongly believe the issue should be revisited and resolved in a manner which displays principals of law, order and good government. Furthermore, I am still at odds as to how the described No Parking signs have any hope of address the problem of "Traffic Obstruction in the 900 Block of Princess Victoria View".

Thank you for your consideration.

Respectfully submitted,

Pat O'Connell

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PO Box 172
Tahsis BC
V0P 1X0

April 20, 2016

Mayor and Council
Village of Tahsis
PO Box 219
Tahsis BC V0P 1X0

sent via e-mail to Jude Schooner

Ladies and Gentlemen:

RE: Tahsis Recreation Centre: request for use for Performance of "Oz in a Clozet" by Len Cuthbert.

We are fast approaching our performance dates of 13 and 14 May, 2016! This is very exciting.

We have booked the use of the Rec. Centre through Sharon Taporowski and would like to request that we have this without cost to our small group - a donation "in kind".

We are only charging \$5 per ticket as an entrance fee, with the hope that many Tahsis residents will come and enjoy a live theatre performance. None of our members, actors, or technicians are paid for working on our productions.

We would appreciate having access to the gym from Sunday 8 May through to Sunday 15 May, when we will dismantle and remove all our equipment. We will not need access outside of normal Rec. Centre operation hours, and will co-ordinate with Sharon bringing in our equipment, etc. I will take care of all clean-up.

I trust this will be acceptable, and await your response.

Respectfully,

Debra Conibear
Director



Grant in Aid Application Policy #2007

Name of Group or Organization URENAM THEATRE SOCIETY Date: 20TH APRIL 2016
LETTER ATTACHED

I hereby request a Grant in Aid from the Village of Tahsis. The details of this request are below.

1. State the exact amount of monies or in kind assistance (eg. free use of facilities) requested.
FREE USE OF REC CENTRE GYM
SUNDAY 8 MAY → SUNDAY 15 MAY, INCLUSIVE
2. Briefly outline the purpose of this assistance.
THEATRE PRESENTATION OF "DZ IN A CLOZET"
3. Who will benefit from this activity? How many people will benefit?
CAST & CREW 20 PEOPLE
TICKET HOLDERS (AUDIENCE) 65 TICKETS TO DATE
4. What steps have you taken to raise funds?
SPRING BAZAAR "TACO IN A BOWL"
INDIVIDUAL SPONSORSHIPS & DONATIONS
HAVE BEEN ~~SPR~~ REQUESTED/OBTAINED.
5. What other local groups have been approached for assistance? Please indicate what was requested from these groups and whether they have agreed to assist.
SENIOR'S SOCIETY LENT SPACE FOR REHEARSALS. 1



Grant in Aid Application Policy #2007

6. Have you approached the Federal or Provincial governments for assistance? Please indicate what was requested from these Senior Governments and whether they have agreed to assist.

NOT AT THIS TIME. WE NEED TO BUILD A RESUME OF PRODUCTIONS COMPLETED FIRST.

7. Will this project proceed if funds or in kind assistance are not provided by the Village?

NO - WE ARE WITHOUT A SUITABLE PERFORMANCE SPACE WITHOUT YOUR ASSISTANCE.

Signature of Authorized representative

Please attach a budget for your project. Please be as complete as you can. You may be asked for further financial information.

If a Grant in Aid for funding is approved, the cheque should be made payable to:

WE DO NOT REQUIRE FUNDS - JUST THE SPACE.

and be mailed to: P.O. Box 172, Tahsis, B.C. V0P 1X0

Contact person: DEBRA CONIBEAR
DIRECTOR, LIBEDAM THEATRE.



Grant in Aid
Application
Policy #2007

Phone number: 250-934-6373

OZ IN A CLOSET

BUDGET

INCOME

TICKET SALES

60 @ \$5

300.00

SPRING BAZAAR "TACO IN A BOWL"

69.80 NET

SHOW DATE CONCESSION

EST

100.00 NET

SHOW SPONSORSHIPS: MATERIALS DONATED

LUMBER \$150.00

HARDWARE \$30.00

FABRIC \$20.00

TRANSPORT \$20.00

~~SALES~~ FOODS \$20.00 (FOODS)

ELECTRICAL \$100.00

" IN-KIND DONATIONS "

SENIOR'S SOCIETY SPACE USE

TAHSIS REC. CENTRE SPACE USE

CONIBEAR HOME SPACE USE

CMESS - STORES EQUIPMENT

EXPENSES - PER SHOW

~~PLAY~~

PLAY ROYALTIES, SCRIPT COSTS 205.85

SET CONSTRUCTION / PIECES

300.00