



Minutes

Village of Tahsis

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**Meeting** Regular Council  
**Date** Tuesday November 1, 2016  
**Time** 7:00 PM  
**Place** Municipal Hall - Council Chambers

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

**Staff** Mark Tatchell, Chief Administrative Officer  
Janet St-Denis, Assistant Financial Officer

**Guests** Line Robert, CEO, Island Coastal Economic Trust

**Public** 2 members of the public.

**A. Call to Order**

Mayor Schooner 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**

- 1 1937 Ford Fire Truck under business arising as H2
- 2 Clean Water Wastewater Fund Application- revised documents under M2

**C. Approval of the Agenda**

Overton/ Taylor: VOT 394/2016

THAT the Agenda for the November 1, 2016 Regular Council meeting be adopted as amended to include the additional item H2 under Business Arising and revised documents for M2 the Clean Water Waste Water Fund application.

CARRIED

**D. Petitions and Delegations**

**1 Line Robert, CEO, Island Coastal Economic Trust (Presentation)**

Line Robert presented a general overview of Island Coastal Economic along with a number of examples of projects which it has funded.

**Overton /Taylor: VOT 395/2016**

**THAT** Line Robert's presentation be received.

**CARRIED**

**E. Public Input # 1**

A member of the public had questions regarding the water meters and water consumption rates which staff answered.

**F. Adoption of the Minutes**

**1 Overton /Taylor: VOT 396/2016**

**THAT** the Regular Council Meeting Minutes from October 18, 2016 be adopted to include motions to reconvene and adjourn the meeting.

**CARRIED**

**Overton /Bellanger: VOT 397/2016**

**THAT** the Committee of the Whole Meeting Minutes from October 20th, 2016 be adopted as presented.

**CARRIED**

**G. Rise and Report**

**None.**

**H. Business Arising**

**1 Recognition Event for Former NSEDC Directors**

Staff was directed to provide formal recognition of the former NSEDC Directors at a presentation during/ after a Regular Council Meeting.

**2 1937 Fire Truck**

Staff was directed to arrange a community meeting in the new year to facilitate public input on the purchase and housing of the 1937 Ford fire truck. Special invites to go out to the Literacy Society, Heritage Society, Seniors Group and local business owners.

**I. Unfinished Business**

None.

**J. Council Reports**

**Mayor Schooner (written report)**

Good evening,

I attended the SD84 public consultation and felt optimistic in regards to the future of CMESST taking into account that there should be some additional students next year for kindergarten, the investment by SD84 of a new school roof this summer, and other supporting programs within the District.

I was happy to attend along with our CAO, Mark Tatchell, a table-top exercise facilitated by SRD (Strathcona Regional District) Protective Services Coordinator Shaun Koopman. Graham Bosecker, Emergency Preparedness Coordinator, and Chuck St. Denis, Emergency Support Services Coordinator, were joined by representatives from the Tahsis and Gold River Volunteer Fire Department, the RCMP, BC Ambulance Service, and Island Health. Just having everyone together, putting faces to names knowing their roles and responsibilities, in itself, was very valuable.

The scenario for the exercise was that there was a major landslide in the trailer court causing extensive damage and multiple casualties. It was a valuable workout to go through as by the end of the day we were aware of the strengths and also aware of the gaps in our emergency preparedness. There are more exercises planned for the future and a brochure is in the works to inform the public of some basic facts regarding what to do in case of an emergency in Tahsis.

At the SRD Board meeting the Board received a delegation from the Nuyambalees Cultural Center who requested \$10,000 in support of the Standing Together - Tribal Journeys 2017 event. The canoes will arrive into Cape Mudge on August 5<sup>th</sup> and into Campbell River on August 7<sup>th</sup>. On both occasions, public community feasts will be held. They are anticipating 75 to 100 canoes participating and with thousands more lining the shores to witness history in the making. This is a huge event that will see some canoes paddling daily for up to 5 weeks before arrival. Though a busy time of the year for me, I am hoping to attend and would encourage councillors to do so, as well.

The Board also selected a January date for a C2C (Community to Community) meeting with the Tlowitsis Nation who are seeking an ATR (Addition to Reserve) in Area D.

Other business saw the Board review an application by Moutcha Bay Resort for a 107 person liquor-primary licence which will replace their current food primary licence and allow minors to remain in the interior and patio seating area until 10:00 p.m. The Board had no concerns and it provided me with an opportunity to invite people to the area.

**Councillor Overton:** (verbal report)

Councillor Overton attended the Nootka Sound Economic Development Corporation Annual General Meeting in Gold River but will wait until the next Council meeting to report.

**Councillor Van Solkema:** (written report)

November 1, 2016

Council report by Louis VanSolkema

Good evening Mayor and Council;

A few items of note since our last Council meeting. I attended our local school board meeting at CMESS on October 19, 2016. It was heartwarming to hear about initiatives pertaining to special needs students that had originated in this district. Also, hats off to the school district administration for their creativity in spite of this year's low enrollment numbers.

I attended a Nootka Sound Watershed Society meeting at Tsaxana on October 26. Sounds like all's well in the realm as the Conuma hatchery has its target of Chinook and chum eggs. Still working on the Coho brood stock. The Tahsis Salmon enhancement society has also done well with their brood stock collection. Good news on the stream enhancement front in that West Coast Aquatics has agreed to fund the Stream Enhancement coordinator's position for yet another season but with a cushion to keep things of a more educational and public involvement level I must yet rein in my thoughts.

On a different note, there was an outdoor concert of sorts last evening that I believe went off without a hitch. The talent provided by some local musicians/ tree planters etc., could easily be brought into a public participation, shoulder season event that could have significant benefits for us all, not the least of which would be showing some appreciation of our tree planters. Respectfully submitted. Louis.

**Councillor Bellanger:**

Good Evening Mayor and Council.

On October 20th we were all here for the C.O.W. meeting where Troy Moth and Josh Lambert presented their vision of what they are wanting to do with DL 625. It is always exciting to me to see what people want to bring to Tahsis and I hope we can work together. As we have started to see a positive, with Sally's Grill and hopefully soon the Spar Tree going. I'm optimistic things will get better for the good. On that note, I wanted to say job well done again to the Tahsis Volunteer Fire Department on the great fireworks show last night and thank you Ladies Auxiliary for their hard work on the hot dogs and hot chocolate and others who worked on making the event a success. So my mom and I checked out the concert in the woods. I have to say a job well done. You could see all the hard work that went into this event. We did not stay long as I get up early (20 years ago maybe) but when we left they definitely had a good turn out.

**Councillor Taylor** (written report)  
Report to Council, November 1, 2016.  
Good evening.

I have a very short report tonight. I attended the Committee of the Whole held on October 20th. I welcome the presenters from that meeting, Troy Moth and Josh Lambert and thank them for taking the time to make their vision available to the community. I'm pleased to see renewed entrepreneurial spirit growing within our community and wish these new stakeholders well in their endeavors.

On October the 22nd I attended the Nootka Sound Economic Development Corporation Annual General Meeting in Gold River. I'll refrain from reporting on that meeting as a Rise and Report from tonight's in camera meeting should provide a fairly clear outline of what took place on the next Regular Meeting Agenda and is a more appropriate way to bring forward the information.

Respectfully submitted,  
Randy Taylor

**Overton/ Taylor VOT: 398/2016**

**THAT** the Council reports be received.

**CARRIED**

K. Bylaws  
None.

L. Correspondence  
None.

**M. New Business**

**1 Committee and Board Appointments for 2017**

The following appointments will need to be made for the following year.

**a) Alternate - Strathcona Regional District**

**Taylor/ Bellanger VOT: 399/2016**

**THAT** Councillor Van Solkema be appointed as an Alternate Director to the Strathcona Regional District.

**CARRIED**

**b) Alternate - Comox Strathcona Regional Hospital District**

**Overton/ Taylor VOT: 400/2016**

**THAT** Councillor Van Solkema be appointed as an Alternate Director to the Comox Strathcona Regional Hospital District.

**CARRIED**

**c) Alternate - Comox Strathcona Solid Waste Management Committee**

**Overton/ Bellanger VOT: 401/2016**

**THAT** Councillor Van Solkema be appointed as an Alternate to the Comox Strathcona Solid Waste Management Committee.

**CARRIED**

**d) Vancouver Island Regional Library**

**Van Solkema/ Bellanger VOT: 402/2016**

**THAT** Councillor Taylor be appointed as Director to the Vancouver Island Regional Library Board.

**CARRIED**

**e) Alternate - Vancouver Island Regional Library**

**Overton/ Taylor VOT: 403/2016**

**THAT** Councillor Bellanger be appointed as Alternate Director to the Vancouver Island Regional Library Board.

**f) Nootka Sound Watershed Committee**

**Overton/ Bellanger VOT: 404/2016**

**THAT** Councillor Van Solkema be appointed to the Nootka Sound Watershed Committee.

**CARRIED**

**g) Municipal Insurance Association of B.C.**

**Overton/ Bellanger VOT: 405/2016**

**THAT** Mayor Schooner be the voting delegate for the Village of Tahsis for the Municipal Insurance Association of B.C.

**CARRIED**

**2 Clean Water Wastewater Fund Application:**

**1) Wastewater efficiency project**

**2) Water meter project**

**Overton/ Taylor VOT 406/2016**

**THAT** the report be received and to approve proceeding with both applications under the Clean Water Wastewater Fund by way of a resolution which commits the Village to contribute its share of the eligible project costs and all ineligible costs.

**CARRIED**

**3 School Swim Program: Report to Council**

**Overton/ Taylor VOT 407/2016**

**THAT** the School Swim Program report be received.

**CARRIED**

**N. Public Input #2**

None.

**Public Exclusion**

**Taylor/ Bellanger: VOT 408/2016**

**THAT** the meeting is closed to the public in accordance with section 90 (1)(g) of the Community Charter- litigation or potential litigation affecting the municipality and 90 (1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

**CARRIED**

Recess

Overton/Bellanger: VOT 409/2016

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

CARRIED

Reconvene

Overton/Taylor: VOT 416/2016

THAT the Regular Council meeting reconvene.

Rise and Report

None.

O. Adjournment

Overton/Taylor: VOT 417/2016

THAT the Regular Council meeting adjourn at 9:06 p.m.

Certified Correct this

15th Day of November 2016



Chief Administrative Officer





Minutes

Village of Tahsis

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<b><u>Meeting</u></b>	Regular Council
<b><u>Date</u></b>	Tuesday October 18, 2016
<b><u>Time</u></b>	7:00 PM
<b><u>Place</u></b>	Municipal Hall - Council Chambers

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

**Staff** Mark Tatchell, Chief Administrative Officer  
 Janet St-Denis, Assistant Financial Officer

**Guests** Kristina Crowson, President Array Web+Creative  
 Daelen Berg, Developer Array Web+Creative

**Public** 2 members of the public.

**A. Call to Order**

Mayor Schooner 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**

- 1 Additional correspondence to M5

**C. Approval of the Agenda**

Overton/ Taylor: VOT 371/2016

THAT the Agenda for the October 18, 2016 Regular Council meeting be adopted as amended to include the additional correspondence for New Business item, M5.

CARRIED

**D. Petitions and Delegations**

- 1 Array Web+Creative website presentation

The Array Web+Creative representatives presented the village's new website. Council posed questions and offered suggestions which the Array representatives agreed to incorporate. E.g. Tide Chart and Marine Forecast wigit. Council members expressed positive reaction to the new website.

**E. Public Input # 1**

None.

**F. Adoption of the Minutes**

**1 Overton /Taylor: VOT 372/2016**

**THAT** the Regular Council Meeting Minutes from October 4, 2016 be adopted as presented.

**CARRIED**

**G. Rise and Report**

None.

**H. Business Arising**

**1 Council resolution in support of Rural Dividend grant application**

**Taylor/ Overton: VOT 373/2016**

**WHEREAS:**

The Village of Tahsis is a partner with the Village of Zeballos, the Mowachaht/Muchalaht First Nation and the Ehattesaht/Chinehkint First Nation in the "Community Unity Trail Project";

**AND WHEREAS:**

The Village of Tahsis is committed to ensuring that stream crossings and other sensitive areas on the trail route are subject to environmental assessments, engineering work and related reviews as well as initiating an application under the Forest and Range Practices Act;

**AND WHEREAS:**

The Community Unity Trail working group has approved proceeding with a grant application under the Single Applicant category of the Rural Dividend program;

**THEREFORE BE IT RESOLVED:**

That the Village of Tahsis supports a grant application under the Rural Dividend program to seek funding for environmental assessments, Forest and Range Practices Act application, stream crossing designs and related work and reviews as necessary.

CARRIED

**I. Unfinished Business**

None.

**J. Council Reports**

**Mayor Schooner (written report)**

Good evening,

I would like to thank the council members who were able to attend both the Community to Community meeting with the Mowachaht Muchalaht Chiefs and members of the Gold River council and all the council's supporting staff . I am sure my fellow council members will be reporting on these events, so I will not go into very much detail. I will say that I am optimistic in our growing relationship with the MMFN and that I am excited about the Tahsis to Zeballos Trail project and that council is supportive of the ICE-T and the Rural Dividend grant applications.

I attended SD 84's board meeting on the 11<sup>th</sup> of October. There are only 21 students enrolled at CMES (Captain Meares Elementary Secondary School), which is not good. The senior's center, the moving of the library and possibility of relocating the daycare will assist with the sustainability of the school, but teachers need children to teach and the community needs economic development providing jobs for families to establish themselves and for their children to attend school. I took the opportunity and did a short verbal presentation requesting a "letter of support" from the board regarding the "Community Unity Trail" and was successful with that request. There is a SD 84 community consultation tomorrow at the school, from 5 – 6:30 p.m. and is open to anyone who would like to attend.

I attended a governance workshop for the SRD (Strathcona Regional District) which was an in-camera meeting and, for me, an eye-opener.

At the SRD Board meeting on the 12<sup>th</sup>, a motion was carried to create a policy regarding surplus funds. The current practice is to use prior year operating surpluses to offset revenue requirements. This practice often sees the SRD borrowing money in order to meet its financial obligations prior to receiving the requisitions of cash from contributing municipalities on August 1st; consequently the need of a policy surrounding accumulated and appropriated surpluses and reserves is needed. As a director I have advocated for this policy over that last few years.

At the Comox Strathcona Waste Management (CSWM) board meeting, I had the "Scavenging and Trespassing Bylaw" brought back for discussion with the board and received the following guarantee in a carried motion that reads: THAT the Comox Strathcona waste management board support the application and enforcement of Bylaw No. 396 being "Comox Strathcona Waste Management Facilities Scavenging and Trespassing Bylaw No. 396, 20145" specifically within the Village of Tahsis and related to municipal waste and recycling bins and containers." This will assist our village staff when dealing with any person who contravenes Bylaw 396 by having a ticket issued and a monetary penalty applied.

At the Comox Strathcona Regional Hospital District board meeting we received a presentation from *Citizens for Quality Health Care* regarding pay parking at the new hospitals. I had their presentation printed out for council and the public's review. Please help yourselves to copies. We are less than 1 year away from the opening of the 2 new medical facilities.

**Councillor Overton:** (written report)

Good evening Council and Mayor,

The beauty for me doing my report late, on the Union of British Columbia Municipalities that I attended with Mayor Schooner and our C.A.O. Mark Tatchell is being able to read over Mayor Schooner's report and fill in areas that I thought would be of interest of Council and public that our mayor being a detailed oriented kind of person myself less so allows me to trim my details.

I have always been skeptical of our hard earned tax dollars of such a small municipality going to what some may consider expensive road trip. I've always wondered how on earth can we justify this expense? Do we really have an impact with the ministers?

After attending meetings with Minister Rustad (Minister of Aboriginal Relations and Reconciliation) - Minister Fassbender (Minister of Community, Sport and Cultural Development) - MLA Adrian Dix and MLA Claire Trevena - Minister Thompson (Minister of Forest, Lands and Natural resources) - Minister Bond (Minister of Jobs, Tourism and Skills Training) - The RCMP - the staff of Emergency B.C. - and the staff of Minister of Transportation and Infrastructure, it is clear to me the importance of continuity. Every minister we saw knew our Mayor. Some were happy to see us and our progress, others kind of knew they would be taken to task. The message I'm trying to get across is if we do not go every year and make ourselves memorable and speak up for our Tahsis it will appear we don't give a damn and the road among other issues will get neglected. Speaking of memorable I do wish I was better at story telling but unless it involves scaring the beejesus out of children keep in mind it is not my strong suit. When we went to speak to the RCMP Mayor Schooner went on about how last year we were apprehensive about our new policing model but how now it was a year later then she paused for the longest time. I could see our RCMP become a little, dare I say anxious, until she spoke again telling them how well this is working out for our community. I do believe one of the officers commented, 'now my heart can start beating again'. That was a brilliant way from where I sat to get their attention.

The buzz regarding Tahsis and Zeballos at the convention I overheard again and again was Tahsis is the new Tofino, or look at what Tahsis and Zeballos are doing with both Mowachat/Muchalat and Ehattesaht our Community Unity Trail, all positive remarks.

I also attended some of the same workshops as Mayor Schooner Forest such as Policy Decision Making, Small talk Forum, and out of curiosity and hope of gaining knowledge I attended the Private Forest and Lands Acquisition meet and greet.

Overall this is money well spent and if you've been a resident for any length of time here you can see the improvements on our road that I directly attribute to the persistent lobbying and bitching from Mayor and Council. The fact (please don't take offense Mayor) no one that holds a minister title likes to be bitched at by Mayor Jude Schooner.

That is my take on our UBCM trip.

On Tuesday October 3rd I attended a Committee of the Whole where the firetruck purchase was discussed. It occurred to me during the meeting just because I thought it was cool and a great investment or showpiece for Tahsis we should ask our community whether it was something they wanted. Forgive me sometimes I get ahead of myself, looking forward to hearing what our Tahsis residents think.

On October 12th I attended Community to Community meeting in Gold River with councillors Bellanger, Taylor, and Mayor Schooner. They can report on that meeting this report is too long as is.

On a more local note I managed to attend the opening of our new restaurant in town, Sally's Grill. Great food and atmosphere. I thoroughly enjoyed myself and so did my belly. Also I would like to congratulate Susan Felhouser she allowed me to share with you that her pictures of Tahsis has been purchased by B.C. Magazine to be out in the February 2017 issue.

This report has been too long so I'll just finish here.

Councillor Brenda Overton

**Councillor Van Solkema:**

No. Report

**Councillor Bellanger:**

Good evening Mayor and Council

I will keep my report short as we all attended the C2C meeting on October 4th and the ATV meeting on October 11th. Just wanted to say I'm very excited we are keeping the ball running with both as our meetings with our neighbouring small communities are important. We can learn from one another and work together to keep the quad trail going. We have to keep on top of it so it does not get forgotten and lost as so many ideas do. A lot of brain storming and work will pay off in the end.

**Councillor Taylor (written report)**

Report to Council, October 18th, 2016.

Good evening.

Along with other members of Council I attended a Community-to-Community Forum in Gold River on October 5th. My thanks to our hosts for their hospitality. We had the privilege of a very informative presentation from Nichole L. Vaugeois Ph. D. the BC Regional Innovation Chair in Tourism and Sustainable Rural Development at Vancouver Island University. Lots of good information and I'm pleased to say her opinion appears to be we are on the right track. My take is that Tahsis is positioned to be a significant player in tourist development on the West Coast of the Island as we begin to turn the economic corner.

A good discussion took place in regard to the proposed First Nations-Municipal Community Economic Development Initiative, though in terms of the marketing of the Nootka Sound I personally wish it were more inclusive. Having said that any truly co-operative effort will be a significant improvement and will go a long way to putting the Nootka Sound in its rightful place on the Tourist Radar Map.

October 11th Tahsis hosted the Community Trail Working Group meeting. I was pleased that all members of Council were able to attend and note an interested member of the public, Dave Wills, attended and was able to bring the perspective of Dual Sport riders to the table. Part of tonight's agenda grows out of that meeting. Quite honestly I'm still pinching myself, as it appears that the project could actually happen. If we get the next round of funding that's on tonight's agenda we may conceivably be shovel ready in a year as long as nobody slams the lid on the construction phase funding pot.

Respectfully submitted,  
Randy Taylor

Verbal Report:

Council Taylor reminded everyone that our Library's Welcome Back Week is October 23-29th. This is were the late fees (up to \$20) will be waived from your account.

**Overton/ Van Solkema VOT: 374/2016**

**THAT** the Council reports be received.

**CARRIED**

**K. Bylaws**

**1 Bylaw No. 588, 2016: Permissive Tax Exemption Bylaw  
Re: Adoption**

**Overton/Taylor: VOT 375/2016**

**THAT** the Permissive Tax Exemption Bylaw No. 588, 2016 be reconsidered, finally passed and adopted.

**CARRIED**

**L. Correspondence**

**Peter Fassbender, Minister of Community, Sport and Cultural**

**1 Development Re: Ride Sourcing in B.C. - Stakeholder Engagement  
Summary**

<http://www2.gov.bc.ca/assets/gov/sports-recreation-arts-and-culture/ride-sourcing.pdf>

**2 Gary MacIsaac, Executive Director UBCM and Green Communities  
Committee Re: Village of Tahsis - Level 1 Recognition**

**3 CUPW Re: Another Opportunity to Have Your Say in Canada Post  
Review**

**Overton/ Taylor: VOT 376/2016**

THAT these correspondence items be received.

CARRIED

**M. New Business**

**1 2017-2021 Financial Plan Council meeting schedule 2017**

Councillor Taylor may have a schedule conflict on March 13, 2017.

**Overton/ Bellanger: VOT 377/2016**

THAT this 2017 meeting schedule be received.

**2 Halloween Festivities Re: Report to Council**

**Overton/Taylor: VOT 378/2016**

THAT this report be received.

**Taylor/ Overton: VOT 379/2016**

THAT the Funding/ Grant-in-aid application for the Halloween festivities be approved.

CARRIED

**3 Remembrance Day Service Re: Report to Council**

**Overton/ Taylor: VOT 380/2016**

THAT this report be received.

**Taylor/ Overton: VOT 381/2016**

THAT the Funding/ Grant-in-aid application for the Remembrance Day Service be approved.

CARRIED

**4 Captain Meares Elementary Secondary School Parent Advisory Committee (PAC) Re: Donation Request**

**Overton/ Taylor: VOT 382/2016**

THAT the Village of Tahsis donate \$100 to Captain Meares Elementary Secondary School Parent Advisory Committee.

CARRIED



**5 Ministry of Transportation- Public engagement starts for new Stop of Interest signs**

**Overton/ Bellanger: VOT 383/2016**

THAT the draft letter and additonal information on the Stop of Interest Signs be received.

**CARRIED**

**N. Public Input #2**

None.

**Public Exclusion**

**Taylor/ Overton: VOT 384/2016**

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

**CARRIED**

**Recess**

**Overton/Taylor: VOT 385/2016**

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

**CARRIED**

Certified Correct this

1st Day of November 2016

Chief Administrative Officer

F2



**Minutes**

Village of Tahsis

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<b>Meeting</b>	<b>Committee of the Whole</b>
<b>Date</b>	<b>Tuesday October 20, 2016</b>
<b>Time</b>	<b>10:30 a.m.</b>
<b>Place</b>	<b>Municipal Hall - Council Chambers</b>

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

**Staff** Mark Tatchell, Chief Administrative Officer

**Guests** Troy Moth of Moth & Lamb Projects Inc.  
 Josh Lambert of Moth & Lamb Projects Inc.

**Call to Order**

Mayor Schooner called the meeting to order at 10:30 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 43/2016**

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

**CARRIED**

**New Business**

- 1 Overview of proposed future plans for District Lot 625 (West Bay):  
 Presentation by Troy Moth and Josh Lambert**

Troy Moth and Josh Lambert presented their vision and plans for developing DL 625 for Council; information as well as noted their requests. Council members sought clarification and information through questions and dialogue.

**Overton: COW 44/2016**

**THAT** the presentation by Troy Moth and Josh Lambert regarding their future plans for DL 625 be received.

**CARRIED**

**Adjournment**

**Overton: COW 45/2016**

**THAT** the meeting adjourn at 11:30 a.m.

**CARRIED**

Certified correct this  
1st Day of November, 2016

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Corporate Officer

H2



**Minutes**

Village of Tahsis

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<b>Meeting</b>	<b>Committee of the Whole</b>
<b>Date</b>	<b>Tuesday October 3, 2016</b>
<b>Time</b>	<b>10:30 a.m.</b>
<b>Place</b>	<b>Municipal Hall - Council Chambers</b>

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**Business Arising**

**1 1937 Ford Fire Truck Cost Estimate Report: Report to Council**

A general discussion ensued. Staff was directed to schedule an evening Committee of the Whole to allow residents an opportunity to present their views regarding the purchase of the 1937 Fire Truck and the construction of a building to house and display the fire truck. Council will send direct invites to local groups such as the Seniors Society, the Literacy Society and the Heritage Society.

**Overton: COW 40/16**

**THAT** Ford Fire Truck Cost Estimate Report be received.

# VILLAGE OF TAHSIS

## Report to Council

To: Mayor and Council  
From: Director of Infrastructure and Operations  
Date: September 29, 2016

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### PURPOSE OF REPORT:

To provide Council with an estimate on the cost of a shelter for the old fire truck.

### OPTIONS/ ALTERNATIVES:

1. Do nothing.
2. Build a complete garage package to shelter the fire truck .
3. Build a carport type shelter to cover the fire truck.

### BACKGROUND:

Council directed staff to get an estimate on the construction of a shelter for the fire truck.

### DISCUSSION:

There several options are available.

Option # 2. The construction of a wooden structure (garage) to house the fire truck would include the excavation and site preparation, concrete pad, garage package and roll up doors to display the vehicle on all sides.

Excavation and site preparation	\$2,000
Concrete pad	\$5,000
Building package	\$17,000
Roll up garage doors	\$15,000
Material Subtotal	\$39,000
Tax	\$5,850
Material Total	\$44,850

Delivery of Materials (estimated) \$5,000

The cost for the material only is approximately \$45,000. Shipping the material to Tahsis will be above this cost. Labour cost is approximately 1 to 1.5 times the material cost. This would be another \$45,000 to \$67,500 more. This depends on who the village can find to come and construct this structure and time of year.

Total Material Cost	\$45,000	
Delivery	\$5,000	
<u>Labour (includes tax)</u>	<u>\$52,000</u>	minimum
<u>Sub total</u>	<u>\$102,000</u>	
<u>15% Contingency</u>	<u>\$15,300</u>	
Total	\$117,300	minimum

Option #3. The construction of a carport type structure, no walls, to keep some of the elements off the vehicle which would also include site preparation and gravel base. This cost would be approximately, \$22,000 for material plus delivery. The labour cost could be from \$25,000 to \$37,500 dependent on who the village can find to come and construct this structure and time of year.

Excavation and site preparation:	\$2,000
Concrete footings:	\$1,500
<u>Building package</u>	<u>\$15,000</u>
Material Subtotal	\$18,500
<u>Tax</u>	<u>\$2,775</u>
<u>Material Total</u>	<u>\$21,275</u>

Delivery of Materials (estimated) \$2,500

Total Material Cost	\$21,275	
Delivery	\$2,500	
<u>Labour (includes tax)</u>	<u>\$25,300</u>	minimum
<u>Sub total</u>	<u>\$49,075</u>	
<u>15% Contingency</u>	<u>\$7,360</u>	
Total	\$56,436	minimum

The excavation cost will be performed by Village staff where materials are to be removed to the required depth and filled with compacted granulars and depending on subgrade material, the installation of weeping tile.

Garage packages are representative of complete packages that can be obtained from Home Hardware and Summerwood products. Prices will vary on the product depending on the package requested and

finishes. The company is willing to work with the Village to design the appropriate structure for construction design.

The Roll up Doors estimate was done by Smart Garage Door Ltd. out of Delta, BC.

The estimate for labour charges is a common 1 to 1.5 % of material cost on large jobs. Depending on the work, this estimate may go up to 2% or more. This is dependent on the region and work availability at different times of year.

**RECOMMENDATIONS:**

Council direction is required.

Respectfully submitted:

Gabriel Gagnier ASCT

Director of Infrastructure and Operations



## TAHSIS COMMUNITY SURVEY

Tahsis Council is considering purchasing a 1937 Fire Truck (pictured below) which Tahsis acquired from Zeballos many years ago for ceremonial purposes (e.g., Tahsis Days parades). This fire truck was not used for fire fighting in Tahsis. It is for sale by a private owner.

### Financial information:

Purchase price:	\$3,700
Estimated cost to construct a building to display and store the fire truck	\$60,000 - \$120,000
Annual operating costs (e.g., building maintenance)	\$1,000

Not included in these estimates are licensing, vehicle insurance, vehicle maintenance and repair costs if the fire truck is to be road worthy.

Council wants to hear from residents whether the Village should purchase this fire truck.

### Have your say!

Yes, the Village should buy the fire truck and construct a building for it

No, the Village should not buy the fire truck

Please drop off your survey at the Village office or Rec Centre by November 10th.





Questions? Contact the Village Office at (250)934-6344.

TAHSIS

# VILLAGE OF TAHSIS

M2

## **Report to Council**

**To:** Mayor and Council  
**From:** Chief Administrative Officer  
**Date:** October 27, 2016  
**Re:** Clean Water and Wastewater Fund ("CWWF") Applications

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### **PURPOSE OF REPORT:**

To provide Council with an overview of the Village's two proposed applications under the CWWF program.

### **OPTIONS/ALTERNATIVES**

1. Receive the Report for information.
2. Receive the Report and approve proceeding with both applications under the CWWF by way of a resolution which commits the Village to contribute its share of the eligible project costs and all ineligible costs.
3. Receive the Report and approve proceeding with one application by way of a resolution which commits the Village to contribute its share of the eligible project costs and all ineligible costs.

### **BACKGROUND:**

The provincial and federal governments have created the CWWF of \$370 million to support water and wastewater infrastructure projects in BC communities. Projects will be evaluated on the extent to which they meet the following objectives:

- Increased capacity or lifespan of the asset
- Improved environmental outcomes
- Enhanced service

The application deadline is November 23, 2016. Municipalities may submit two applications. The applications may be for two capital projects and or one capital project and one planning project.

The program offers funding of up to 83% of the total eligible project costs. Municipalities are responsible for the remaining 17% of the costs.

There are five eligible investment categories:

1. Capital projects for the rehabilitation of water treatment and distribution systems, and wastewater and storm water collection, conveyance and treatment systems;

2. Separation of existing combined sewers and/or combined sewer overflow control;
3. Initiatives that support system optimization and improved asset management including studies and pilot projects related to innovation and transformative technologies;
4. Design and planning for upgrades to wastewater treatment infrastructure to meet federal regulatory requirements; and
5. New construction projects, including the construction of naturalized systems for management and treatment of wastewater and storm water,

The descriptions of the two proposed project applications are attached as Appendices.

**POLICY/LEGISLATIVE REQUIREMENTS:**

N/A

**FINANCIAL IMPLICATIONS:**

Based on the cost estimates for the two projects, the Village's estimated costs for the two proposed projects (@ 17% of the total eligible costs) are:

1. Wastewater system review and optimization study - \$33,850.91
2. Residential and commercial water meter project - \$38,239.90

There are no anticipated ineligible costs except in-kind services, i.e., staff time.

**RECOMMENDATION:**

Option #2.

Respectfully submitted:



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Mark Tatchell  
Chief Administrative Officer

## Janet St. Denis

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**subject:** FW: Grant Application for Sewer System Review and Maintenance (49050): Update  
**Attachments:** 49050 CCE DRAFT.md.2016 10 25.xlsx

**From:** Mark DeGagne [mailto:mdegagne@mcelhanney.com]  
**Sent:** Tuesday, October 25, 2016 9:17 PM  
**To:** Mark Tatchell  
**Cc:** Michael de Hart; Cori Hartt; Deb Nadurak  
**Subject:** Grant Application for Sewer System Review and Maintenance (49050): Update

As agreed on the phone the other day, I have pieced together a work program to review, assess and complete much needed maintenance on the Village's sewer system including the two treatment plants. Originally, we were thinking that an application should be put forward to decommission one sewage treatment plant (STP) and re-configure the system so that all sewerage is conveyed to the one plant that would remain. A few years back Gordon (Corkie) Roth suggested that the Village abandon the South STP because the North has more capacity. Our assessment of this scheme resulted in a cost estimate of \$600,000. More recently, the Village's Contracted Operator – Lorne Sandberg (H2Ops) has suggested that the South Plant could remain in service and the North plant could be abandoned. Lorne made this suggestion based on the number of contributors (people living in Tahsis) to the system is less than 400, and the South Plant should handle that. However, there are a number of concerns with either concept, namely:

1. During wet weather, the plants experience significantly larger inflows. The cause of the additional water in the system is direct rain water Inflow and groundwater Infiltration (I&I). The sources of the I&I are not known. We do know that the collection system is old and constructed in suspect soils, especially in the north half of the Village.
2. Both plants require immediate maintenance, and should really undergo a thorough condition assessment and capacity review. There are new technologies which can greatly improve the treatment capacity, and these should be explored. With respect to **capacity**, the design flow rate for each plant is not known. We have contacted Smith & Loveless (manufacturer in Texas) and Black & Baird (local reseller, maintenance contractor) to confirm the design capacity each plant, and are awaiting a response.
3. Optimizing the system for reduced maintenance and operation costs, requires a better understanding of the system as a whole, and we are recommending that the Village apply for some funding to assist with the sewer assessment. Skipping the critical planning step will only lead to a less than optimum outcome.

To this end, I have put together a detailed estimate to complete a comprehensive sewer system review and optimization study. The components of the planning study are as follows:

1. Drain, Clean and Inspect both plants, and complete a thorough condition assessment. This is a little tricky because the plants need to be bypassed to do this, which requires MoE approval, so that sewerage can be discharged directly to the ocean for a short period of time. In my discussions with Lorne, the Village has pre-approval, but a solid plan to complete the work, complete with contingencies, needs to be formulated and submitted to MoE prior to starting the work.
2. While the plants are down, complete all required maintenance, including: The clarifier rake system in the North STP; and the Air diffusers in the South STP. Inspect Blowers and install better monitoring systems on the effluent weirs for more reliable plant discharges that log the data for analysis
3. Complete a CCTV review of the Villages Gravity Sewers, of which there appears to be about 6400 metres of various size and types throughout the village. At the same time a complete review of the lift stations is required to ensure that they are functioning properly and pumping at the required capacity.

4. With more accurate flow data being measured at the treatment plants and the latest knowledge of the sewer condition, an inflow and infiltration assessment can be completed. With a well-designed measurement program, a few additional areas can be monitored and a rehabilitation strategy can be devised. I've allowed for the rental of some flow gauges to be placed within the system to see where the worst I&I areas are and with the addition of completing smoke testing of the collection system, I'm certain that inflow and infiltration can be reduced significantly
5. With knowledge of the STP condition, the collection system condition and a STP capacity review analysis, a program to optimize the sewerage system in Tahsis can be defined. Targeted treatment enhancements can be weighed against I&I reduction work, and decommissioning one of the plants can then be considered, which will ultimately reduce operation and maintenance costs into the future.

The deliverables for the project will include comprehensive cost estimates of recommended maintenance work, I&I reduction work and/or STP upgrades. Each inspection and assessment would be accompanied by Technical Memorandum or report that will feed into the final assessment and recommendations.

I know this sounds like a lot of money when the money could be spent on capital projects, but at this stage the greatest unknown is where is the best bang for the buck. Attached is my estimate for the investigations, repair work and planning study. The alternative is to put forward a request to re-configure the system to the north plant per our 2014 report and add in some money for require maintenance and upgrading of the plant. I just don't believe that this path is the best long-term solution, when we have assessed it against other alternatives.

With your agreement on this approach I will finalize a letter to you with some expanded content tomorrow.

Regards,

**Mark DeGagné**, P.Eng.  
Branch Manager  
**McElhanney Consulting Services Ltd.**  
1307 Shoppers Row | Campbell River BC V9W 2C9  
Direct: 778 560 2001  
P 250 287 7799 | C 250 203 1520  
[mdegagne@mcelhanney.com](mailto:mdegagne@mcelhanney.com) | [www.mcelhanney.com](http://www.mcelhanney.com)



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	Quantity	Units	Unit Price	Amount
<b>General</b>				
Environmental Approvals from MoE	1	LS	\$ 3,550	\$ 3,550
Mobilization Costs	1	LS	\$ 5,000	\$ 5,000

**North Sewage Treatment Plant**

**Inspection and Assessment**

<b>Drain, Clean and Inspect</b>				
Civil Contractor	3	Crew Days	\$ 2,800	\$ 8,400
Vacuum Truck	1	Day	\$ 2,000	\$ 2,000
Inspector	1	Day	\$ 1,800	\$ 1,800
Report and Cost Estimate for Repairs	1	LS	\$ 3,500	\$ 3,500

**Required Maintenance**

Rake Cables	1	LS	\$ 4,200	\$ 4,200
Blowers	1	LS	\$ 2,650	\$ 2,650
Effluent Measurement Improvements	1	LS	\$ 1,250	\$ 1,250

**South Treatment Plant**

**Inspection and Assessment**

<b>Drain, Clean and Inspect</b>				
Civil Contractor	2	Crew Days	\$ 2,800	\$ 5,600
Vacuum Truck	1	Day	\$ 2,000	\$ 2,000
Inspector	1	Day	\$ 1,800	\$ 1,800
Report and Cost Estimate for Repairs	1	LS	\$ 3,500	\$ 3,500

**Required Maintenance**

Air Diffuser Piping	1	LS	\$ 14,000	\$ 14,000
Blowers	1	LS	\$ 2,650	\$ 2,650
Effluent Measurement Improvements	1	LS	\$ 1,250	\$ 1,250

**Crew Day Rate**

foreman	90	10	900
labourers (2)	70	10	700
Truck	50	10	500
Misc	10%		210
Living			465
			2775

4 crew days + materials      11200      2800      14000

Collection System Review

CCTV Inspection	6400	LM	\$ 4	\$ 25,600
Assessment and Reporting	1	LS	\$ 13,200	\$ 13,200
Inspect All Sewage Pumping Stations	6	EA	\$ 1,500	\$ 9,000
Inflow and Infiltration Monitoring	1	LS	\$ 25,000	\$ 25,000

CCTV for one week

System Optimization

Plant Capacity Review	1	LS	\$ 5,000	\$ 5,000	4400
I&I reduction strategy	1	LS	\$ 7,200	\$ 7,200	6600
Plant Capacity Upgrades	1	LS	\$ 16,500	\$ 16,500	13200
System Reconfiguration Assessment	1	LS	\$ 8,500	\$ 8,500	6600

Subtotal				\$ 173,150
Contingency (15%)				\$ 25,973
Total				\$ 199,123

**Residential and Commercial Water Meter Implementation Project**

Under Village of Tahsis Water Regulation and Rates Bylaw No. 588, 2016, all water utility customers are entitled to a water meter on an optional basis.

As of October 27, 2016, the number of residential and commercial/business consumers selecting the meter option is:

Option selected	Number	Percentage of responses received
Meter	109	42%
Flat rate	152	58%
No response	180	n/a
Total	441	n/a

Assuming the ratio of meter/flat rate continues 176 meters are projected to be required.

There are approximately 30 commercial/business water consumers, 3 of whom have opted for meters. Fourteen commercial/business consumers have yet to respond. The remaining customers have paid the flat rate for their class of business. These numbers are included in the table above.

**Project description**

The project objective is to improve water conservation and fairness for consumers by installing residential and commercial water meters.

**Project rationale**

The average per capita water consumption in BC is 600 litres of water day compared to the per capita average in Tahsis which is almost 3,000 litres of water/day. Although this comparison can be somewhat misleading due to a few business and commercial consumers which use a large volume of water, installing meters has the potential to promote conservation by encouraging property owners to repair leaking water pipes on their private property and by monitoring their consumption. This project complements a longer term project to repair and replace major water lines within the Village. Water meters also support consumer fairness since customers pay for the water they use versus paying a flat rate based on a category of dwelling or business.



### Project Implementation

The project would have three phases:

1. Selection of project manager who would have responsibility for managing the procurement of the meters and qualified contractor to manage the installation as well as overall management of the meter program. The project manager would also be responsible for preparing the project plan which would include the scope, schedule and budget for the project;
2. Installation of the meters according to the project schedule; and
3. Project completion and reporting out to Council and the CWWF requirements.

**Residential and Commercial Water  
Meter Implementation Project**

	quantity	cost/meter (includes tax)	sub-total parts	# of hours/per meter install	labour @\$100.00/hour	total (D +F)
5/8" positive displacement water meters	150	173.34/each	26001	1 hour/meter	15000	41001
3/4" positive displacement water meters	50	262.69/each	13134	1 hour/meter	5000	18134
1" positive displacement water meters	25	332.02/each	8300.5	1 hour/meter	2500	10800
2" compound water meters	10	2445.60/each	24456	3 hours/meter	3000	27456
4" compound meters	5	4906.49/each	24532.5	3 hours/meter	1500	26032.5
6" compound meters	5	8935.04/each	44675.2	5 hours/meter	2500	47175.2
project management	1					15000
planning and project implementation engineering review	1					10,000
						<b>195598.7</b>
Sub-total						29339.8
Contingency (15%)						<b>224938.5</b>
Total						

m3

# VILLAGE OF TAHSIS

## **Report to Council**

**To:** Mayor and Council  
**From:** Sharon Taporowski  
**Date:** October 20, 2016  
**Re:** School Swim Program

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### **PURPOSE OF REPORT:**

To provide council with information of the school swim program starting November 7<sup>th</sup>, and the financial implications.

### **OPTIONS/ALTERNATIVES**

1. Receive this report for information.
2. Do not receive this report.

### **BACKGROUND:**

This will be the third session of swimming lessons the Rec Centre has been able to offer to Capt. Meares School since our instructor, Jennifer Anderson, has joined our staff. In the last school year, we had 2 sessions, 1 winter and 1 spring, both for the elementary classes. They were very well received by students, teachers and parents alike. The students learned valuable water safety and made great improvements in their swimming abilities. This session will be for secondary students. Our goal is to instruct the students on the importance of water safety, improve their swimming abilities, and to certify as many students as possible in the Bronze Swim Programs. They will begin with the Bronze Star and then continue onto the Bronze Medallion in this session.

### **POLICY/LEGISLATIVE REQUIREMENTS:**

1. Pool Rental fees (\$55.00 per hour) as per Policy #

### **FINANCIAL IMPLICATIONS:**

1. Pool facility use including lifeguard
2. \$ 330.00 – (16.5 hours @ \$20.00 per hr. for lifeguard)

### **RECOMMENDATION:**

1. Receive report for information

Respectfully submitted:

Sharon Taporowski  
Recreation Centre Supervisor

TAHSIS RECREATION CENTRE

CAPT. MEARES SCHOOL SWIM PROGRAM FINANCIAL REPORT

The secondary students will begin their swim instruction classes on November 7<sup>th</sup> 2016. The classes will be 1.5 hours, with 11 classes over a 5 week period. Depending on the commitment from each student, we are hopeful that many of them will complete the Bronze Star as well as the Bronze Medallion Course. In order to achieve both certificates, students will have to commit to swim instruction during public swims. There will be 16.5 hours of school instructional time and 8.5 hours during public swims.

There are fees that will have to be submitted to The Lifesaving Society for each student. They offer a combo course of the Star and Medallion at a reduced rate (\$23.00 rather than \$30.00 individually) and reduced hours to complete (25 hours rather than 30 hours). These fees will be covered by Capt. Meares School. The students will also require a Lifesaving Manual (\$34.00) that the school and Rec Centre are looking to see if we can borrow some from NSOP or past students to save on student costs.

Revenue:

Capt. Meares school - Pool Rental - 16.5 hours at \$55.00 per hour = \$907.50

Lifesaving Society fees and manuals as needed - per student

Expenses:

Lifeguard Time - 16.5 hours at \$20.00 per hour + \$330.00

Desk staff extra hours to open when supervisor is away:

Lauren 1.5 hours at \$13.8138 = \$20.72

Ramlah .5 hours at \$12.8245 = \$6.41

Lifesaving Society fees and manuals as needed - per student - invoice to be submitted to Capt. Meares to cover costs.

Total Revenue \$907.50

Total Expenses \$357.13

Net Revenue \$550.37

Lifeguard Schedule

MONDAY	WEDNESDAY	FRIDAY
OCT. 24 2 - 9 PM	OCT. 26 2 - 9 PM	OCT. 28 CLOSED LIFEGUARD - LEAVE
OCT. 31 2 - 8 PM POOL CLOSED 6:30 - 8 (JENN HALLOWEEN FESTIVITIES 7 - 8 PM)	NOV 2 2 - 9 PM	NOV 4 12:30 - 9 PM (MAINTENANCE 12:30 - 2:30)
NOV 7 1:30 - 9 PM SCHOOL - 1:45 - 3:15	NOV 9 1:15 - 9 PM SCHOOL - 1:45 - 3:15	NOV 11 CLOSED REMEMBRANCE DAY
NOV 14 1:30 - 9 PM SCHOOL - 1:45 - 3:15	NOV 16 1:30 - 9 PM SCHOOL - 1:45 - 3:15	NOV 18 2:00 - 9 PM (MAINTENANCE 2:00 - 3:30)
NOV 21 1:30 - 9 PM SCHOOL - 1:45 - 3:15	NOV 23 1:15 - 9 PM SCHOOL - 1:45 - 3:15	NOV 25 12:30 - 9 PM SCHOOL - 1:45 - 3:15 (MAINTENANCE 12:30 - 1:30)
NOV 28 1:30 - 9 PM SCHOOL - 1:45 - 3:15	NOV 30 1:30 - 9 PM SCHOOL - 1:45 - 3:15	DEC 2 2:00 - 9 PM (MAINTENANCE 2:00 - 3:30)
DEC 5 1:30 - 9 PM SCHOOL - 1:45 - 3:15	DEC 7 1:15 - 9 PM SCHOOL - 1:45 - 3:15	DEC 9 CLOSED LIFEGUARD LEAVE
DEC 12 3 - 9 PM	DEC 14 3 - 9 PM	DEC 16 12:30 - 9 PM (MAINTENANCE 12:30 - 2:30) TEEN SWIM 2:30 - 3:30
DEC 19 2 - 9 PM TEEN SWIM 2:30 - 3:30	DEC 21 2 - 9 PM TEEN SWIM 2:30 - 3:30	DEC 23 REC CENTRE CLOSED
DEC 26 REC CENTRE CLOSED	DEC 28 POOL CLOSED	DEC 30 POOL CLOSED

NOTES:

TOTAL LIFEGUARD HOURS OCT 24 - DEC 31/16 COST: 186 HRS X \$20 = 3720.00

TOTAL TRAVEL EXPENSES SEPT 25/16 TO DEC 31/16: 33 DAYS @88.80 = 2930.40

REC CENTRE CLOSED FOR XMAS DEC 23 TO DEC 27

PUBLIC WORKS TO CHECK POOL WATER LEVELS & FILL DURING XMAS BREAK