Toquaht Nation People's Assembly

Saturday December 6th, 2025
Virtual Video Conference
APPROVED Meeting Minutes

Chair:	**Anne Mack**
Virtual attendees:	**Anne Mack, Kevin Mack, Donna Monteith, Kirsten Johnsen, David Johnsen, Jackie Arsenault, Lisa Morgan, Brett Freake, Robyn Rea, Kelly Johnsen, Noah Plonka, Dennis Hetu, Rick Shafer, Rick Ayre, Cait Wills, Noreen Frank, Naomi Mack, Don MacKinnon, Lisa Strerath, Debora Mack, Asma-na-hi Antoine, Buck Goodman, Malyssa Mack, Angela Charlie, Brittany Morgan, Colleen Mack, Greta Picard, Lillian Morgan, Pat North, Stanley Bob**

Prior to convening the meeting Dennis Hetu brought up a discussion point regarding First Nation Art being added to the outside of the new government building after completion. He elaborated that he was going submit a proposal soon and would like there to be an official call for proposals, so other Toquaht artists also get a chance to add their names for consideration.

People's Assembly convened 10:00 a.m.

Opening Remarks – Anne Mack

- Anne Mack welcomed all attendees to the meeting.
- Kevin Mack offered the opening prayer.

Quick recap

The meeting began with opening remarks and an opening prayer. Discussion in the first part of the meeting focused on the progress of the new government building construction and a Borrowing Act and Budget Amendment Act were introduced as vital next steps for completion. The latter half of the meeting provided updates from the different departments, highlighting new staff and various community initiatives including the Fire Smart program, food fish distribution, and the Community Master Plan project, along with housing strategy developments. The conversation ended with reports on capital projects, community services, and facility improvements, followed by announcements about upcoming events and travel advisories.

1st Door Prize awarded Kirsten Johnsen

1) ADOPTION OF AGENDA:

December 6th, 2025 People's Assembly MOVED: Noreen Frank SECONDED: Brittany Morgan
THAT the December 6th,2025 agenda be adopted.

Motion Carried

2) ADOPTION OF MINUTES FROM SEPTEMBER 20TH, 2025:

December 6th, 2025 People's Assembly MOVED: Asma-na-hi Antoine SECONDED: Naomi Mack
THAT the minutes from September 20th,2025 People's Assembly be approved.

Motion Carried

3) REQUEST FOR DECISION

a) Toquaht Nation Government's *Government Building Construction Borrowing Act*

i) Kevin Mack introduced the Draft Act on screen, letting the People know that it can be sent to them via email for a detailed review if requested.

ii) He explained that the act enables TNG (Toquaht Nation Government) to receive a line of credit from BMO up to a maximum amount of ~$16.9 million to finish the new government building at which point the credit will turn into a loan that can be paid back over time

(1) It is not anticipated that Toquaht will require the full loan amount as other funding sources are actively being explored and the option to use available cash funds remains

iii) The act has been reviewed and recommended by the Finance Committee and Council and once recommended by the People, it can go to a final reading and adoption by Council

December 6th, 2025 People's Assembly MOVED: Asma-na-hi Antoine SECONDED: Brittany Morgan
THAT the People recommend that Toquaht Nation Government's *Government Building Construction Borrowing Act* be approved.

Motion Carried

2nd Door Prize awarded Kirsten Johnsen

b) Toquaht Nation Government's *Annual Budget Act 2025-2026 Amendment Act*

i) Kevin Mack introduced the Draft Act on screen, again letting the People know that it can be sent to them via email for a detailed review if requested.

ii) He explained that the act enables TNG to move $3.5 million dollars allocated in next year's budget to the current year, so the new government building construction can continue rather than having to shut down and remobilize in the next year

iii) Kirsten Johnsen added that this is due to construction being ahead of schedule

iv) The act has been reviewed and recommended by the Finance Committee and Council and once recommended by the People, it can go to a final reading and adoption by Council

December 6th, 2025 People's Assembly MOVED: Noreen Frank SECONDED: Asma-na-hi Antoine
THAT the People recommend that Toquaht Nation Government's *Annual Budget Act 2025-2026 Amendment Act* be approved.

Motion Carried

3rd Door Prize awarded Kirsten Johnsen

4) DEPARTMENT UPDATES

a) Administration Donna Monteith

- **i)** Donna Monteith provided updates on the HR department explaining that the three positions currently posted were *Temporary Finance Clerk, Economic Development Officer,* and *Intergovernmental Relations & Policy Analyst*
- **ii)** She introduced the recently hired *Manager of Culture, Language & Heritage,* Kelly Johnsen, and briefly summarized the key responsibilities of this role
  - **(1)** Expanding language revitalization
  - **(2)** Developing a plan to educate citizens about traditional foods, medicines and cultural wellness practices
  - **(3)** Researching and improving understanding about how sacred teachings, protocols, laws can be used as guiding principles for living (ḥaaḥuupa)
  - **(4)** Supporting TNG to ensure language and culture are integrated into administration and community events
  - **(5)** Maintaining an inventory of cultural assets and overseeing repatriation of artifacts

b) Community Services* Lisa Morgan

- **i)** This agenda item was moved to the end of the meeting, as the presenter was not available

c) Assets & Emergency Management Jackie Arsenault & Team

- **i)** Jackie Arsenault focused her introduction on one new initiative, being that funding was obtained from the Union of BC Municipalities to start year one of a *Fire Smart Program* which enabled TNG to hire *FireSmart Coordinator,* Rick Ayre, who continued with a presentation on the *FireSmart Program*
- **ii)** He explained that wildfire seasons were becoming more severe in BC and he was developing a CWRP (Community Wildfire Resilience Plan), part of which involves assessments of community homes, assets, and infrastructure
- **iii)** A video on Home Ignition Zone Assessment was shown https://youtu.be/sxwhYKsCjc4?si=nx_8XfPH4wsHWsut
- **iv)** Rick Ayre clarified that when doing Home Assessments, he does not require access to the inside of citizen's homes, and that it was encouraged for homeowners to join the assessment rather than only receiving a report
- **v)** A video on the Wesley Ridge Wildfire was shown https://youtu.be/C4DZfM2VTKs?si=eMuOI3Hhp0tkmkU3
- **vi)** Rick Ayre concluded his presentation by pointing to additional resources (www.firesmartbc.ca) and encouraging citizens to reach out to him via email firesmart@toquaht.ca

d) Lands & Resources David Johnsen & Team

- **i)** David Johnsen presented two of his department's initiatives
  - **(1)** Fish Food Distribution
    - **(a)** Sockeye, chinook, coho salmon, halibut, canned salmon, herring roe, and prawns were distributed to citizens in Macoah, Ucluelet, Port Alberni and Victoria this summer (special thanks to Kayley Hollyer, Niamh O'Reilly, Jim Fox, and Burton Mack)
    - **(b)** The goal is to include rockfish and black cod in the next distributions which has not been the case for a few years
  - **(2)** Marine Stewardship Program Priorities
    - **(a)** Eel grass has been noticeably dying off and is being monitored

(b) Kelp is being restored by putting out lines with little kelps to regrow
(c) Green crab is being monitored as it is an invasive species that could be impacting the local Dungeness crab population
(d) Elk were translocated a few years ago and are being monitored with cameras
(e) Tracking of Oceanographic Data using a CTD
(i) A CTD is a fundamental oceanographic instrument used to track the physical and chemical properties of seawater by measuring its Conductivity, Temperature, and Depth (pressure).
(f) Yearly herring monitoring project in Feb/Mar

Question: Are the elk tagged?
Answer: Yes, a couple came with collars. One was found deceased from natural causes on Mount Ozzard.
Question: Can elk be included in the food distribution?
Answer: The herd needs to be established first. Once it is established a hunting permit will be issued by lottery.

ii) Brett Freake presented on the next two topics
(1) Toquaht Community Master Plan
(a) Is being developed with support from EcoPlan
(b) Will illustrate a design vision for Macoah, Secret Beach, and Section 38 (roads, housing, infrastructure, trails, commercial spaces, community services)
(c) There have been a few engagement opportunities for citizens already with the following findings:
(i) Development should be focused outside of coastal hazard zones (Section 38/Upper Macoah)
(ii) Different housing options (duplexes, elder supported housing etc.)
(iii) Easy access to amenities, services, and employment opportunities
(iv) Including Toquaht culture (using local materials, celebrating Toquaht artists, oceanviews)
(v) EcoPlan will use this information to draft new design options for citizens' feedback in the new year

(2) Toquaht Housing Strategy
(a) Led by Wiser Projects and on track to conclude mid-January 2026
(b) Using engagement with citizens to find out how much housing is needed, where it is needed and what the timeline should be
(c) Wiser Projects also offers guidance on grant and funding opportunities to pay for housing
(d) There is still opportunity for feedback by emailing julika@wiserprojects.ca
(e) For more information contact Brett Freake brettf@toquaht.ca
(f) Donna Monteith added that funding for housing is being pursued through a federal grant *Build Canada Homes*

Question: Is there a committed timeline to have new homes built?
Answer: No, because there is no full funding to build the homes yet, but this will be the next step.

e) Capital Projects Rick Shafer

i) Rick Shafer presented on the different Capital Projects
(1) Lucky Creek Hydro
(a) Size of project does not currently qualify to sell power to BC Hydro

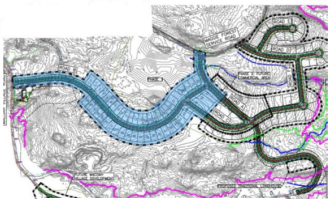
(b) Lobbying with BC to find opportunities for advancement is ongoing

(2) Secret Beach Marina

(a) Negotiations to lower foreshore lease are ongoing (current lease is based on 12 months but the marina is seasonal and empty 10 months a year)

(3) Capital Projects Development

(a) This outlines some of Rick Shafer's duties (managing design and construction of projects, pursuing funding opportunities)



Proposed Section 38 Development 1

(4) Section 38 Subdivision Expansion

(a) Key location for new homes outside the coastal hazard zone

(b) Funding request was submitted to ISC with a final answer expected by early January (positive indications that funding will be awarded to TNG)

(c) If funding comes through, construction may begin before the end of the current fiscal year

(5) Toquaht Government Building

(a) Rick Shafer thanked the People for approving the two budget acts for recommendation earlier in the meeting and reiterates that the acts were needed not because construction was over budget, but because it was ahead of schedule and that it was in fact trending slightly under budget.

(b) Building may be ready for occupation by next Truth and Reconciliation Day (Sep 30th, 2026)

(c) Rick Shafer continued to show pictures of the construction progress

Question: Is the whole building enclosed or are there open spaces/balconies?

Answer: There are covered balconies.

Question: Is there Cedar inside and will this be a problem for staff/citizens with allergies?

Answer: All exposed Cedar is coated so it will not trigger allergies.

Government Building Progress Nov 2025 1

(6) Public Works Yard

(a) Outstanding issues with insurance after water damage from a burst pipe are resolved and restoration can begin soon

image a) - Project Location 1

(7) Macoah EV Charger Station

(a) Two charger stations will be installed behind the community building

(b) Parts have been ordered and installation is planned before March 31st, 2026

(c) Each station has two connections meaning there will be four connections in total

(8) Macoah Outdoor Lighting

(a) There is an overall design to improve road drainage between the 12 plex and four duplexes and paving of the roads and parking areas in *image a) - Project Location*

(b) For this year, funding for streetlights was approved, and installation will be finished around March 31st, 2026

(c) Paving will be done in a future fiscal year

(9) taayii ḥaẇił House

(a) The project remains on schedule for occupancy before the end of fiscal year 25/26

taayii ḥaẇił House Progress Nov 2025 1

(10) Secret Beach Development

(a) 76 lots with paved roads, fully serviced with sewer water and underground hydro (same level of service as what is planned for Section 38)

(11) Secret Beach Offsite Services

(a) This project encompasses bringing sewer water and hydro from Macoah around the main logging road all along to the Secret Beach Marina which will also service Section 38

(b) This year the plan is to extend the hydro from the marina to the log sort and sawmill (the log sort area may become the "Industrial Park" for Toquaht Businesses)

Question: Is it called the Public Works Building or the Marine Stewardship Building?

Answer: It is a multi-use building serving as public works, fire hall and marine stewardship building

Question: Will the Secret Beach Office (campground check-in building) get improvements or renovations in the future?

Answer: Yes, once hydro and sewage are connected the office will get refrigeration, an ice maker, ice cream, and condiments. A washroom will be installed at some point (potentially this summer).

Question: Will there be EV Charger Stations at the administration building?

Answer: Yes, the same kind that are being installed at the Community Building.

Question: What are the plans for the outside of the Government Building regarding Indigenous Art? Will there be a call for bids?

Answer: No clear plans at this time. This will be on the agenda for the new *Manager of Culture, Language & Heritage.*

Question: Will there be solar power in Macoah for homes or any of the buildings?

Answer: There are no broad plans. The Cook House runs on solar power.

4th Door Prize awarded Kirsten Johnsen

b) Community Services* Lisa Morgan

i) Lisa Morgan presented the five citizen health services that are available on and off community

(1) Telehealth office – similar to zoom, enables citizens to see a doctor regardless of their location (Lisa recommends asking your doctor if they have telehealth services and if so, getting their number), over-the-counter medication is available for Macoah residents

(2) NTC Health Services – weekly visits from a registered nurse, annual safety & risk assessments for elders, bi-monthly parents and tots' group, Quu'asa (NTC mental health team) offers cultural brushings and arts & crafts

(3) West Coast Primary Care Initiative – bi-monthly visits from a registered nurse and clinical counsellor, mentor and mentee services for cultural sessions and medicines

(4) Other additional Health Services: chiropractor, massage therapist, physiotherapist, mobile dentist

(5) Community Services Staff are available in Macoah

(a) Lisa added that her team wants to support citizens as best as they can, but they need to know the needs so they can help navigate and facilitate

(b) They are continuing to support citizens with substance use issues and have spaces reserved at treatment centers with no wait list

ii) Elders Supports

(1) Elders can still apply for an elders' grant of up to $500 a year (for participating in recreational activities, visiting family etc.)

(2) The *Elder Minor Home Grant* helps with home repairs

(3) Alicia Mack is joining the team as *Elder Support Worker* helping with home care and meal preparation

(4) Monthly meals for elders in Macoah and Port Alberni (five frozen meals per month and food boxes with fresh produce and non-perishables)

iii) Education Supports

(1) Post-Secondary applications due at the end of January

(2) Support for K-12 (school supplies and tutoring, field and cultural trips)

(3) Toni Buston is the education worker education@toquaht.ca

iv) Child and Family Services

(1) Financial support for families at risk (groceries, clothing, car seats, beds, cribs)

(2) Bi-monthly activities in Macoah

(3) COMING SOON: mail-out culture kits for young families

v) Lisa went on to highlight goals from the Strategic Plan

(1) Ensuring language, culture and heritage is prioritized in the work of Administration (weekly language classes on Tuesday evenings contact lisam@toquaht.ca)

(2) Enhance support for Elder Health

(3) Build a Nutrition and Food security program (e.g. gardening program)

(4) Provide transportation for medical appointments (also waiting for a grant to provide school bound transportation)

vi) Noreen Frank added that it was not recommended to travel to Vancouver between March and May as no (affordable) accommodation was available due to the Soccer World Cup

Question: Who do we contact if we send in report cards and nothing happens?

Answer: Report cards can be sent to Toni Buston education@toquaht.ca and if there is no response you can send them to Lisa Morgan lisam@toquaht.ca

5) QUESTION PERIOD

n/a

Grand Prize goes to Pat North Kirsten Johnsen

Decision on date of next virtual People's Assembly:

- Proposed: Saturday March 28th, 2026

Chief Anne explained that this date had to be chosen due to time constraints before the end of the fiscal year.

December 6th, 2025 People's Assembly MOVED: Kirsten Johnsen SECONDED: Asma-na-hi Antoine THAT the people approve March 28th, 2026, as the date for the next People's Assembly to be held virtually. Motion Carried

4) CLOSING REMARKS

Chief Anne thanked all citizens and staff for their participation and hard work and expressed her excitement over the fast development of the community and its assets.

Meeting participants were asked to turn on their camera for a group photo and the meeting concluded with well wishes for the holidays.

Meeting adjourned @ 11:49 a.m.

Minutes prepared by Lisa Strerath

Law Clerk Kirsten Johnsen

Date 2026-05-25