



DISTRICT OF PORT HARDY

AGENDA REGULAR MEETING OF COUNCIL 7:00 PM TUESDAY, MARCH 27, 2012

MUNICIPAL HALL COUNCIL CHAMBERS

Mayor: Bev Parnham
Councillors: Janet Dorward, Jessie Hemphill, Al Huddleston, Rick Marcotte,
Nikki Shaw, John Tidbury

Staff: Rick Davidge, Chief Administrative Officer
Gloria Le Gal, Director of Corporate Services
Deb Clipperton, Director of Financial Services
Trevor Kushner, Director of Operations

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR MUNICIPAL COUNCIL MEETING
7:00 pm TUESDAY MARCH 27, 2012
Council Chambers - Municipal Hall**

A. CALL TO ORDER

Time:

B. APPROVAL OF AGENDA AS PRESENTED (or amended)

Motion required

1. 2.

C. ADOPTION OF MINUTES

1-2 1. The minutes of the Committee of the Whole Meeting held March 8, 2012.

Motion required

1. 2.

3-6 2. The minutes of the Public Budget Consultation Meeting held March 13, 2012.

Motion required

1. 2.

7-11 3. The minutes of the Regular Council Meeting held March 13, 2012.

Motion required

1. 2.

D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL

- 12-22 1. Eric Ralph Mt. Waddington Health Network Addiction Services Planning Committee and Janice Urquhart, Vancouver Island Health Authority re: Draft Addiction Services Plan.
2. Michael Kelly, North Island Sport Fishing Advisory Committee re: To discuss closures in recreational fisheries such as coho, halibut and effects of these closures on local tourism operators and support businesses.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

23-24 1. Council Action Items. For information.

F. CORRESPONDENCE

25 1. Hon. James Moore, P.C., M.P. Minister of Canadian Heritage (Feb.28/12) re: 2012 Diamond Jubilee Grant award of \$6,300. For information.

26-28 2. Rebecca Denlinger, Assistant Deputy Minister, Fire and Emergency Management Commissioner, (Mar.9/12) re: Invitation to Elected Officials Emergency Management Workshop.

Motion / direction

1. 2.

29-31
32-34 3. Copies of correspondence from Claire Trevena, MLA (North Island) to:
a. Darren Entwistle, CEO Telus, re: High speed internet access in BC.
b. Hon. Dr. Margaret MacDiarmid, Minister of Labour, Citizens' Services and Open Government re: High speed internet access in BC.
For information.

- 35-37 4. Hon. Michael de Jong, QC, Minister of Health (Mar.15/12) re: Update on issues discussed at UBCM. For information.
- 38 5. Ted Olynyk, Manager Relations, BC Hydro (Mar.21/12) re: Earth Hour March 31, 2012. For information.
- 39-42 6. Email from Martin Nantel, Pacific Region Species at Risk Team Leader, Fisheries & Oceans Canada (Mar.22/12) re: Consultations on the Draft Recovery Strategy for Misty Lake Sticklebacks. For information.

G. NEW BUSINESS

- 43-44 1. Memo from G. Le Gal, Director Corporate Services (Mar.22/12) re: Memorandum of Understanding between the Kwakiutl Nation, Quatsino First Nation, Gwa'sala-'Nakwaxda'xw Nations and the District of Port Hardy.

Motion / direction

1. 2.

H. COUNCIL REPORTS

Verbal reports from Council members.

I. COMMITTEE REPORTS

- 45-46 1. Economic Development Committee, Minutes of the meeting held March 13, 2012. For information.

J. STAFF REPORTS

- 47-49 1. R. Davidge, Chief Administrative Officer (Mar.20/12) re: Regional District of Mt. Waddington Planning Service.

Motion / direction

1. 2.

- 50-55 2. G. Le Gal, Director of Corporate Services (Mar.12/12) re: Referral, Regional District of Mt. Waddington Zoning Amendment Bylaw 832, 2012 .

Motion / direction

1. 2.

- 56 3. G. Le Gal, Director of Corporate Services (Mar. 20/12) re: Request for District time at Civic Center.

Motion / direction

1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 57-59 1. District of Port Hardy Bylaw 04-2012 A Bylaw to Amend Bylaw 14-2011, the User Rates and Fees for 2012. For Adoption.

Motion required

1. 2.

L. PENDING BYLAWS

Neighbourhood zero emission vehicles.

M. INFORMATION AND ANNOUNCEMENTS

April 3 PH Downtown Revitalization Committee - 9:00 am Council Chambers
Emergency Planning - Noon Council Chambers
April 4 Heritage Society - 7:00 pm Council Chambers
April 6 & 9 Good Friday - Easter Monday Municipal Hall closed
April 10 Regular Council Meeting - 7:00 pm Council Chambers
April 11 Sustainability Committee - 3:30 pm Council Chambers
April 13-15 AVICC Annual Convention - Ucluelet, BC
April 18 Operational Services Committee - 9:00 am Council Chambers
April 19 Finance Committee Meeting 10:00 am Council Chambers
April 24 Emergency Planning - Noon Council Chambers
Regular Council Meeting - 7:00 pm Council Chambers

N. NOTICE OF IN-CAMERA MEETING

No In-Camera Meeting scheduled at this time.

O. ADJOURNMENT

1. Time:

DISTRICT OF PORT HARDY
MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING
HELD ON MARCH 8, 2012

CALL TO ORDER: Mayor Parnham called the meeting to order. Time: 1:00 pm

PRESENT: Mayor Parnham, Councillors Shaw, Hemphill, Tidbury, Marcotte, Dorward

REGRETS: Councillor Huddlestan

ALSO PRESENT: Rick Davidge, CAO
Deb Clipperton, Director Financial Services
Allison McCarrick, Financial Accountant
Trevor Kushner, EPCOR

Media: None

Citizens: 2

North Island Concert Society Delegation

Representatives, Brian Hicks and Malcolm Fleeton , from the North Island Concert Society were present to discuss and answer questions regarding the grant-in-aid request put forth to the District of Port Hardy Council from the North Island Concert Society. The grant-in-aid request was for \$5,000.00.

Councillor Marcotte asked for clarification on the bank balances outlined on the financial statement from the Society.

Brian Hicks explained that the difference in the balance from the past year to the current year was either the profit or the loss.

Mayor Parnham congratulated the Society on its great job of bringing a variety of culture to the North Island. The Mayor also asked what the breakdown of support was from the Triport communities.

Brian Hicks responded that the attendance was made up from 25% Port McNeill, 10% from Port Alice and the other communities and 65% from Port Hardy.

The question regarding requesting support from the other Triport communities was brought forward. Request had been made to Port McNeill and Port Alice but funding had been denied due to the location of all performances being in Port Hardy.

Mayor Parnham suggested that the Regional District be approached on this matter.

Brian Hicks did comment that businesses had been approached and were verbally favourable for giving support but no funds had been received to date. Neucel had purchased a few season tickets.

The Coastal Community Credit Union had awarded the Coastal Spirit Award to the Society which is a financial award of \$2,700.00. This will be used for programming costs.

Brian Hicks discussed that the grant-in-aid funding if awarded by the District would be mainly for programming costs associated with securing an "anchor act". This would be a performance by a nationally known performer. This would hopefully secure more season ticket holders and entice more people to support the society.

Mayor Parnham suggested collaborating with the Cluxewe event organizers in looking at some grant funding options.

Brian Hicks commented that grant funding for a single event compared to a series of presentations was different but the society would definitely be open to the discussions.

Mayor Parnham questioned the ticket prices and their impact. Could they be raised?
Malcolm Fleeton responded that the single event ticket prices had been raised from \$20.00 to \$25.00 recently and that the season ticket prices had not been raised. However, one less show was being offered for the same price. The society felt the ticket prices were very reasonable in comparison with other communities but also felt to keep their community supporters it would not be in the best interest of the program to raise ticket prices any further.

Mayor Parnham suggested that Council, the Society, and the Lions Club meet to discuss the various grants available and work together on applying for any applicable grants.

Councillor Marcotte commented that the North Island Concert Society was a very valuable part of our community.

Mayor Parnham concluded the discussions by thanking the society for their presentations.

The Committee of the Whole was adjourned.

Time: 1:20pm.

CERTIFIED CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

DISTRICT OF PORT HARDY
MINUTES OF THE PUBLIC BUDGET CONSULTATION MEETING
HELD MARCH 13, 2012



Call to Order: Mayor Parnham Time: 5:00 pm
Present: Mayor Parnham, Councillors Tidbury, Huddlestan, Marcotte, Shaw
Also Present: Rick Davidge, CAO
Deb Clipperton, Dir. Financial Services
Media: None Citizens: 3

Deb Clipperton, Director of Financial Services reviewed the following information with those present.

Balanced Budget

In compliance with Section 165 of the *Community Charter*, the District's Financial Plan must be balanced. The total proposed expenditures and transfers to other funds must not exceed the total proposed funding sources.

Investments

The District invests its funds in a manner that will provide the optimal blend of investment security and return, complying with the statutory requirements of the *Community Charter*.

Debt Management

The District adheres to the Debt Limit and Liability Servicing Limit requirements as outlined in the *Community Charter*. In order to minimize debt the District will use existing reserves as a means to internally finance required capital expenditures

Fund Structure

The District's operations are divided into the General, Water Utility and Sewer Utility funds for budgeting and accounting purposes. Each fund is treated as a separate entity.

Governing Policy and Regulatory Requirements

The *Community Charter* requires that the District adopt a Five-Year Financial Plan for the operations and capital expenditures.

Basis of Financial Planning

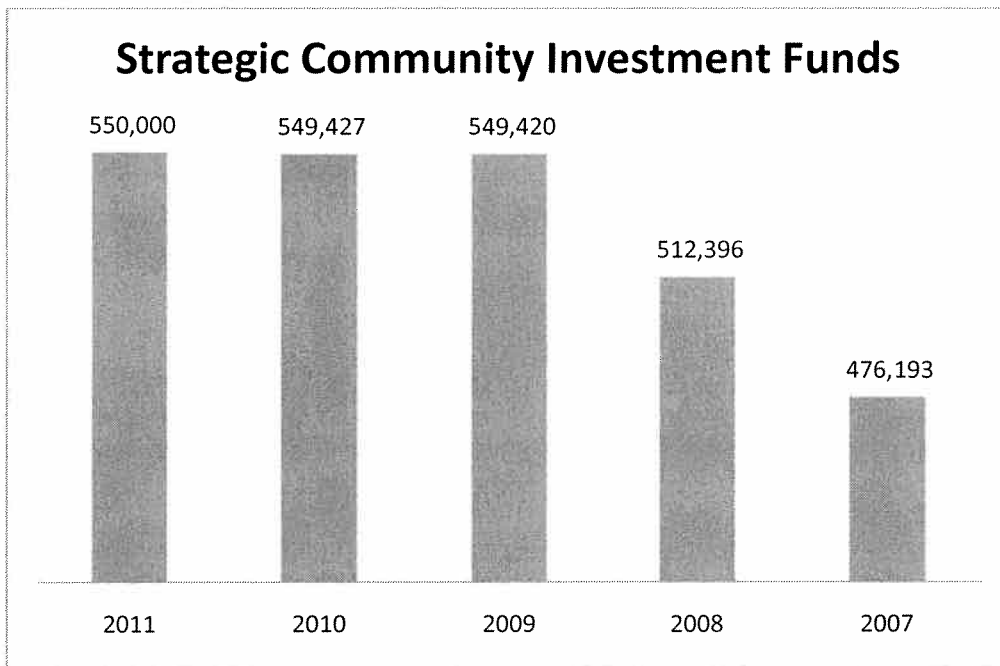
The Five-Year Financial Plan is developed following generally accepted accounting principles (GAAP). The District uses the accrual method of accounting in which revenues and expenses are recognized at the time they are incurred. The financial plan is prepared on the same basis. The financial plan is organized by the type of operation (general fund, water fund and sewer fund) with each operation considered as a separate budgeting and accounting entity. Accountability and authority for budgetary approval rests with Council and Council delegates the authority for actual disbursement and implantation of the Financial Plan to the Chief Administrative Officer.



Budget Overview General Operating Fund

The District is facing the same challenges as other local governments in British Columbia, with the continual down loading from the Federal and Provincial governments and maintaining our aging infrastructure. Local Governments have to rely on property tax revenues as the main funding source. All taxation based on the economic activity in our area is collected by the Federal and Provincial governments and local government can only access this tax revenue through grants.

The District receives funds from the Province under a program called the Strategic Community Investment Funds. The factors for the formula for this grant are a base amount with population and assessment values. These grants apply to municipalities with populations under 19,000.



Capital grant funding is always a limited pot of money and the application requirements are onerous. Capital grant programs are geared to “shovel-ready projects” and shovel ready projects require time, staff resources and funding to prepare all the necessary plans and drawings.

Council is looking to preserve the reserve funds, and start to add to them. This will be a challenge to balance with the costs to maintain the aging infrastructure.

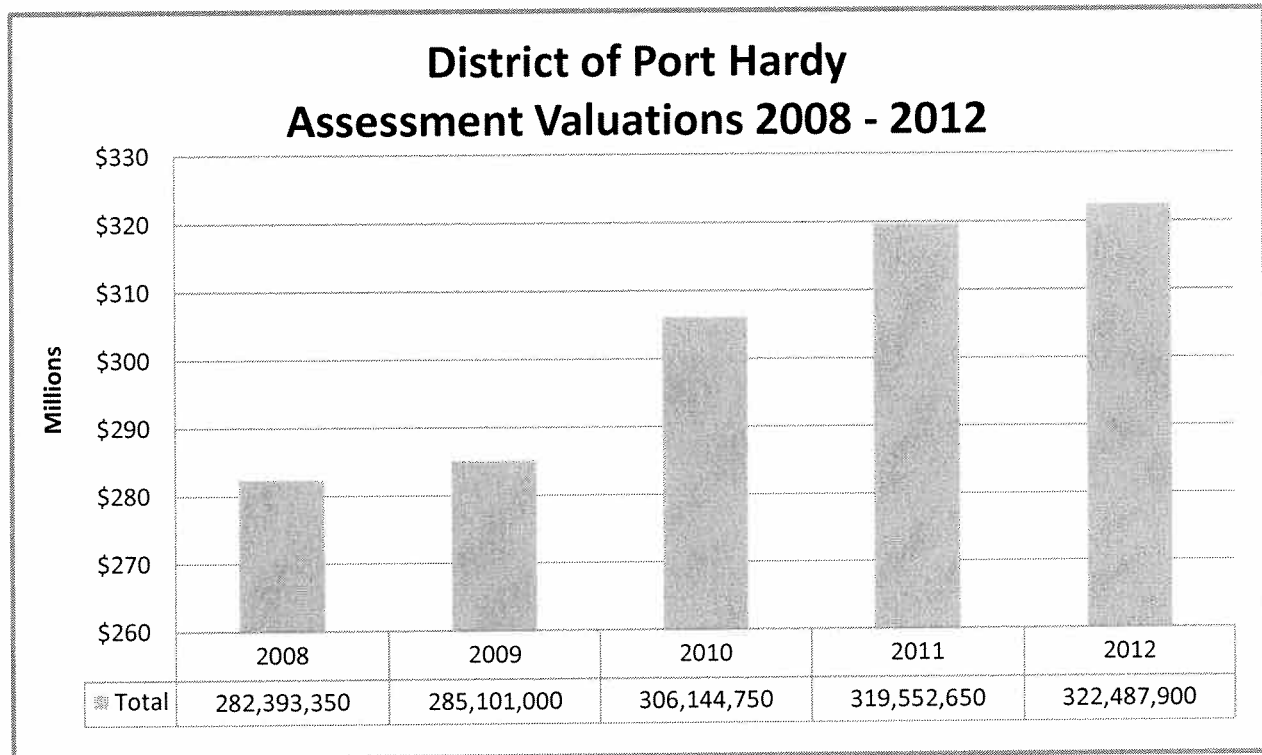


Assessments

Each year in January BC Assessment Authority (BCAA) delivers the completed roll to all customers. The appeal time is from January first to January thirty-first of each year. BCAA then works through the appeals and compiles the revised roll which is delivered to the local governments by the first of April.

We will calculate our tax rates initially with the completed rolls (February) and then review them (April) once we have the revised roll totals. The budgeted tax rates are calculated on the completed roll totals and the actual tax rates are calculated on the revised roll totals.

Property Class	2011 Revised Roll Totals	2012 Completed Roll Totals	\$ Change	% Change
Residential	256,960,600	260,331,200	3,370,600	1.31%
Utilities	476,100	479,200	3,100	0.65%
Light Industry	4,233,100	3,975,300	-257,800	-6.09%
Business & Other	57,242,350	57,080,200	-162,150	-0.28%
Managed Forest Land	232,000	213,000	-19,000	-8.19%
Rec/Non-Profit	408,500	409,000	500	0.12%
	319,552,650	322,487,900	2,935,250	0.92%



DEBT

Funds can be borrowed from banks, credit unions or the Municipal Finance Authority of BC (MFA).
The relevant sections of the Charter are sections 174 – 182.

Due to the costs involved with the banks in recent years the District has only accessed funds from MFA.

Liability Servicing Limit Certificate (LSLC)

- Limits the amount of debt annually to 25% of specified revenues
- Calculated annually by May 15th as part of the required filing for the Provincial Government
- Defined by B.C. Reg. 254/2004

Revenue anticipation borrowing section 177

- Interest rate is floating, interest is withdrawn monthly from chequing account (current rate is 1.7%)
- Short term borrowing for cash flow purposes
- Paid back as soon as possible
- Used for grant projects that run over the year end, most grant projects have hold backs until the project is finished
- Bylaw in place in December for borrowing in the following year

Short term capital borrowing section 178

- Limited to \$50 x population (4,008 x \$50 = \$200,400)
- Can only be for a capital purchase
- Term must be five years or less
- Requires a bylaw and approval of the inspector of municipalities

Liabilities under agreements (Purchase Leasing) section 175

- Best rates are with MFA
- They offer rates of prime minus 1% (currently 2%)
- District owns the asset
- With a 60 month term, no elector approval required
- No balloon payments
- Minimal fee if we pay out early (currently \$100)

Long term debenture debt

- Interest rate for a five year term is currently 2.25%
- Interest rate for a ten year term is currently 3.5%
- Must be for a capital purchase
- Requires a loan authorization bylaw
- Any term over five years requires elector approval
- Repayment period cannot be longer then the life of the asset
- Maximum term is thirty years
- Must be borrowed through the Regional District and requires consent from the RD
- Issues are in the spring and fall

MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL MARCH 13, 2012

CALL TO ORDER: Mayor Parnham

Time: 7:00 pm

PRESENT: Mayor Parnham, Councillors Hemphill (by telephone), Huddleston, Marcotte, Shaw, Tidbury

REGRETS: Councillor Dorward

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Deb Clipperton, Dir. Financial Services
Leslie Driemel, Recording Secretary

Media: North Island Gazette

Citizens: None

2011-054
APPROVAL OF AGENDA
AS PRESENTED

APPROVAL OF AGENDA

Moved/Seconded/Carried
THAT the agenda be approved as presented.

ADOPTION OF MINUTES

1. The minutes of the Regular Council Meeting held February 28, 2012.

2012-055
MINUTES OF REGULAR
COUNCIL MEETING FEB
28/12 APPROVED AS
PRESENTED

Moved/Seconded/Carried

THAT the minutes of the Regular Council Meeting held February 28, 2012 be approved as presented.

DELEGATIONS

No delegations.

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

1. Copy of letter from Linda Broughton, General Manager, Reclamation & Closed Mines, BHP Billiton (Feb.29/12) to Denise Blid, Min. Forests, Lands and Resource Operations re: Donation of ten bear resistant garbage cans for use in the District of Port Hardy was received as information.

2012-056
THANK YOU TO BHP
BILLITON FOR BEAR
RESISITANT BINS

Moved/Seconded/Carried

THAT a thank you letter for the donation of ten bear resistant bins be sent to Linda Broughton, General Manager, Reclamation & Closed Mines, BHP Billiton.

NEW BUSINESS

No new business.

COUNCIL REPORTS

Councillor Marcotte reported on:

- Attending a Hardy Bay Seniors meeting.
- Attending the Port Hardy Volunteer Firefighters Association meeting and advised the new president is Jeff Tam, the annual spousal appreciation is set for May 5 and the association is looking at organizing some fundraising events.
- Attending a Vancouver Island North Tourism meeting with discussion on parking meters at the Port Hardy Airport, a spring workshop at 7 Hills Golf Club and advertising by Port Hardy Tourism and the Chamber of Commerce on the ferry to Prince Rupert.

SERVICE AWARDS FOR
SCHELL NICKERSON &
BARRY EVANS.

Councillor Huddlestan requested staff look into status of the Fire Marshall service awards for Schell Nickerson and Barry Evans.

Councillor Shaw reported on:

- Attending the CMHC/BC Housing workshop and advised it gave a good overview on developing a housing action plan. The workshop was followed by a Regional District housing sub-committee meeting to discuss the planned needs assessment, grant funding and hiring a consultant and liaison.
- Attending a Regional Health Network Executive meeting.
- Attending Council Strategic Planning and Sustainability Committee meetings.

Councillor Hemphill reported on:

- Attending the Port Hardy Heritage Society monthly meeting and advised this year is their 30th anniversary.
- Attending the CMHC/BC Housing workshop.
- Attending a Sustainability Committee meeting and advised terms of reference are being developed and that the Committee's focus will be on greenhouse gas emissions, local food security, OCP sustainability action plans and the Bear Smart Program.
- Attending Council budget meetings and the public budget consultation meeting and appreciates the work done by staff in presenting clear information.

COUNCIL REPORTS

Councillor Tidbury reported on:

- Attending the District Emergency Planning meeting with discussion on tsunami sirens. Council was advised there is a couple considering taking on the Emergency Social Services Coordinator position.
- Attending the Regional Emergency Planning meeting with discussion on generators and their location and a possible regional table top exercise.

THANK YOU TO ANITA &
ANDY SHURBEN ESS
COORDINATORS

- An upcoming Emergency Management BC training session March 27 and 28 and advised it is the same day as a Regional Health Network meeting.
- Attending the CMHC/BC Housing workshop.
- Attending the Sustainability Committee meeting, Council budget and the public consultation budget meeting.

Councillor Tidbury requested a thank you letter be sent to Anita and Andy Shurben for their service to the District as the Emergency Social Service Coordinators.

Councillor Huddlestan reported on:

- Attending Regional District of Mt. Waddington meetings regarding budget and union issues.
- Meeting with the Chief Administrative Officer and Seaplane Base Management proponents and advised contract issues are being worked on.
- His travel schedule for the next two weeks and advised he will take part in meetings by conference telephone calls whenever possible.

Mayor Parnham reported on:

- Attending the Local Hospital Working Group meetings and advised a draft report is being reviewed, will be completed and sent to the Vancouver Island Health Authority March 30, 2012, that there are emergency room closures this weekend due to a physician shortage and that one physician has left, one is coming in June and one is leaving in July. Physician recruitment is an ongoing issue.
- Attending Regional District finance and budget meetings.
- Attending the CMHC/BC Housing workshop and advised it is a good starting point to develop a housing strategy.
- Attending District Budget and Strategic Planning meetings and the Public Budget Consultation meeting.
- Attending Island Coastal Economic Trust meetings.
- Attending the Economic Development Committee meeting and advised discussion was held on the airport, old reports will be reviewed for information and that Penticton, Port Hardy and Sandspit are the only Transport Canada Airports left in BC.

COUNCIL REPORTS

Councillor Marcotte advised Council members and staff attended the recent Community to Community Forum at Gwa'sala-'Nakwaxda'xw' First Nation Elders Cente. Councillor Marcotte thanked Councillor Hemphill for organizing and chairing the event. Councillor Hemphill advised another forum will be scheduled shortly.

COMMITTEE REPORTS

1. Economic Development Committee, minutes of the meeting held February 14, 2012 was received as information.
2. Port Hardy Downtown Revitalization Committee, minutes of the meeting held February 28, 2012 with the request Council proceed with hiring a consultant to facilitate the Downtown Revitalization Plan.

2012-057
CONSULTANT FOR
DOWNTOWN
REVITALIZATION PLAN
REFERRED TO BUDGET

Moved/Seconded/Carried
THAT the request to Council to proceed with hiring a consultant to facilitate the Downtown Revitalization Plan be referred to budget.

3. Sustainability Committee, minutes of the meeting held March 8, 2012. The Committee recommends to Council that public consultation be held on neighborhood zero emission vehicles prior to bylaw consideration.

Council discussed the request for public consultation and agreed it would be a good item to forward to the new advisory committee.

2012-058
CONSULTATION ON
NEIGHBORHOOD ZERO
EMISSION VEHICLES

Moved/Seconded/Carried
THAT public consultation be held on neighborhood zero emission vehicles prior to bylaw consideration AND THAT the new Community Consultative Committee be asked to take on the public consultation.

STAFF REPORTS

1. Accounts payable for the month of February, 2012 was received as information.
2. R. Davidge, CAO (Feb.23/12) re: Strategic Planning Goals - Council Adoption.

2012-059
STRATEGIC PLANNING
GOALS

Moved/Seconded/Carried
THAT Council's Strategic Planning Goals, listed below by priority and range (1-short term, 2-medium term, 3-long term) be approved as presented:

<u>PRIORITY</u>	<u>GOAL</u>
1	Eliminate barriers for local (sea) foods to be harvested, processed and made available locally.
1	Complete a mutually beneficial project with local First Nations.
1	Explore economic development opportunities on the Central Coast.
1	Create new opportunities for citizen engagement and communication.
1	Work towards developing a community housing strategy.
2	Support the development of a primary health care facility.
2	Identify opportunities to be a transportation hub.
2	Revitalize the downtown core with a focus on business retention.
3	Proactively pursue value added opportunities.
3	Continue to improve our infrastructure (long term planning 10-20 years).
3	Work with North Island College to develop local education, training, research and development program.

3. D. Clipperton, Director Financial Services (Feb.25/12) re: Signing of the Strategic Community Investment Funds Agreement.

The Director reviewed new reporting procedures that have been received regarding the Strategic Community Investment Funds Agreement.

2012-060
STRATEGIC COMMUNITY
INVESTMENT FUNDS
AGREEMENT

Moved/Seconded/Carried
THAT the District of Port Hardy sign the Strategic Community Investment
Funds Agreement.

- 3. D. Clipperton, Director Financial Services (Mar.9/12) re: Grant in Aid 2012 request for direction to staff for disbursement of the 2012 grant in aid program.

Council discussed grant in aid process, deadlines for application, future funding requests and the request from the North Island Concert Society for a grant in aid of \$5,000.

2012-061
NI CONCERT SOCIETY
GRANT IN AID
APPROVED

Moved/Seconded/Carried
THAT Council approve a \$5,000 grant in aid to the North Island Concert Society for 2012.

BYLAWS

- a. Memo from D. Clipperton, Director Financial Services (Mar.9/12) re: Sewer Rates for 2012 was received as information.

District of Port Hardy Bylaw 04-2012, A Bylaw to Amend Bylaw 14-2011, the User Rates and Fees for 2012. For First, Second and Third Reading.

Council discussed the proposed rate increases, the need to cover deficits in the sewer operation and was advised by the Director of Financial Services that the user rates are reviewed annually.

2012-062
BYL 04-2012 AMEND
BYL14-2011 USER RATES
& FEES FOR 2012

Moved/Seconded/Carried
THAT District of Port Hardy Bylaw 04-2012, A Bylaw to Amend Bylaw 14-2011, the User Rates and Fees for 2012 receive First, Second and Third Reading.

ADJOURNMENT

2012-063
ADJOURNMENT

Moved
THAT we adjourn.

Time: 7:43 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

//

March 20, 2012

District of Port Hardy
7360 Columbia St.
Box 68, Port Hardy, BC V0N 2P0

Dear Mayor and Council:

The Mt. Waddington (MW) Addiction Services Planning Core Working Group is pleased to present a Draft of *Changing Together – A Healing Journey, an Addiction and Recovery Services Plan for Mt. Waddington*. In 2009, the MW Health Network along with other local groups, identified addiction as a major issue in the North Island. Significant challenges were highlighted pertaining to gaps in existing supportive recovery services and limited facilities for individuals dealing with substance abuse issues. It was determined that an Addictions Services Plan was needed for the region, and the Addictions Services Planning Core Working Group (a sub-committee of the MW Health Network) was created. Over the past year this group has held regular meetings to review, discuss and collate a vast amount of information to create a detailed picture as to how addiction and recovery services currently operate, where there are gaps in services, and what can be do to improve services in the region. In addition to regular meetings, the group also held broader Addiction Services Planning Committee meetings, Community Forums, conducted a service inventory/ mapping exercise and spoke with numerous service providers and community members about their experience with addiction and/or knowledge of services and supports.

The attached Plan represents this effort towards developing a practical system to address our region's complex addiction and recovery service needs. We are now hoping to present the plan to the local First Nations' bands, municipal councils, and medical professionals in our region. This is a living document and by no means is a *finished* report. Our intent is first – to share this document for your review. Secondly, we ask if we may attend at a council meeting in the near future to present this document in person. We would like to ask for your participation, hear your feedback, and answer any questions.

Once we have spoken with all local governments, we hope to gain your support – in the form of a written letter – which we may include with the document. This will allow our group to move forward with implementation and to begin seeking funding sources that will address the addictions recovery services that are lacking in our Mount Waddington communities.

Addiction and Recovery Services Planning in MW is the shared responsibility of the entire region – from individuals, to families, communities, organizations and service providers – everyone has a role in the planning and delivery of supports and services in the North Island. The success of the plan will depend on inter-sectoral collaboration and coordination, as well as on strong leadership to ensure that recommendations in the Plan become a reality.

Respectfully,
Jani Urquhart,
Planning and Community Engagement, VIHA

The following is a summary of the Mt. Waddington Addiction and Recovery Services Plan. Please contact Jani at Janice.Urquhart@viha.ca for the full version of the draft Plan. Last Updated: March 20, 2012

SUMMARY OF THE MT. WADDINGTON ADDICTIONS AND RECOVERY SERVICES PLAN

There is an apparent need for improved addiction and recovery services in the Mt. Waddington region. In 2009, Mt. Waddington had the highest death rates from both drug induced deaths and alcohol-related deaths in the Vancouver Island Health Authority (VIHA), and had the second highest rate of death resulting from suicide compared to the other Local Health Areas¹. Between 2006 and 2008, the illicit drug death rate in Mt. Waddington was 106 percent higher than the Provincial rate (per 100,000). The issues related to substance use cross all lines of race, culture, education, and socioeconomic status and affects, directly and indirectly, a large proportion of the population.

While there are a number of organizations operating Mental Health and Addiction Services in the Mt. Waddington Region, many of these providers appear to be working independently from one another, creating a compartmentalized system that lacks coordination. Addiction services and supports in Mt. Waddington have been developed in non-systematic ways, resulting in a fragmented system where providers often work in isolation of one another. Services are doing their best to provide supports to individuals dealing with substance abuse issues; however, currently system gaps are creating barriers for those navigating through it. The Addiction Services and Recovery Plan is intended to shed light on the gaps and challenges in the current system and make recommendations to identify development priorities, required resources, and opportunities for improving services in the region.

In 2009, gaps and challenges with addictions services were identified a major issue by:

- The Mt. Waddington Health Network and the community.
- A Coroner's Inquest into two deaths related to intoxication and a lack of appropriate facilities, such as a sobering centre and detox.
- Mt. Waddington communities' expression of interest in establishing additional addictions services such as a Treatment Facility and Supportive Recovery.

An Addiction Services Planning Committee was developed through the Health Network to bring people with an interest in improving addictions services in Mt. Waddington together to share knowledge and ideas, and to develop a comprehensive addictions services plan for the region. VIHA's Planning and Community Engagement (PACE) department took the lead in facilitating the Plan process. A number of meetings were held and a smaller working group was formed, the Addiction Services Planning Core Working Group, to focus on the planning and development of the actual Plan. The Core Working Group included representation from a broad variety of service providers and grassroots organizations.



Background work for the plan included:

- **A Services Inventory and System Map** were created showing existing services, how they interact, and how they are accessed.
- **Community Forums** hosted throughout the Mt. Waddington region in July 2011 to provide information about the Plan and the process, gather information from community members to inform the Plan and exchange information and build partnerships and relationships to increase awareness of the existing services in the region.

¹ BC Vital Statistics Annual Report, 2009 (Avg. 2005-2009)

FINDINGS FROM THE SERVICES MAPPING AND COMMUNITY FORUMS

Strengths of Existing Addictions Services in Mt. Waddington

One of the overarching themes was the strength of Mt. Waddington communities to come together to deal with issues. People talked about the value of the individuals within their own communities who provide support and care to other community members on a regular basis. People spoke about the places where they go for support, including, but not limited to, Men's Group, Girls' and Boys' Clubs, Church Groups, AA/NA, Church Groups, Button Blanket Groups, Healing Circle, and Elders Groups to name a few.

In every community, people talked about the strength of the actual services and programs that do exist, but more specifically, they highlighted the actual people doing the work as being assets in the region, both on and off reserve. Community Gatherings such as potlucks, Health Network meetings, Gift of Life Celebrations, sporting events and Filomi days were positive strengths in the region. There was also a considerable discussion about the opportunities available at the North Island College and Employment Foundation.

Issues and Challenges of Addictions Services in Mt. Waddington

The mapping exercise and community consultation identified several key issues and challenges, including (but not limited to):

- Addiction and recovery services in Mt. Waddington appear to be very compartmentalized and are operating in independent silos.
- Access to detox, which is currently provided in hospital but requires a physician to admit and can often take time, which deters individuals who are willing and ready for detox at that moment.
- Limited aftercare for individuals arriving home from a treatment facility in another community, who fall back into the same cycle as they did not receive support in their recovery upon arrival to Mt. Waddington. The assumption that once they have undergone treatment they are "cured."
- The Lack of a Sobering Centre, or a safe place for people to go to sober up if they are under the influence of drugs or alcohol.
- Lack of awareness of services in the region; individuals not always knowing where to get support.
- Judgment around substance use was considered to be a significant issue: people are judged for being addicts, judged for quitting, and judged for social drinking.
- Drinking/drugging has become the "norm" in the North Island, and is often the backbone of people's social networks, so it makes it challenging for those who want to quit, or who are in recovery.
- Limited supports for children in and out of the school system, as well as for parents.
- Loss of traditional culture and a disconnection to traditional language, food, and nature.
- Lack of funding and resources, and staff shortages and inconsistent care at facilities in the region.

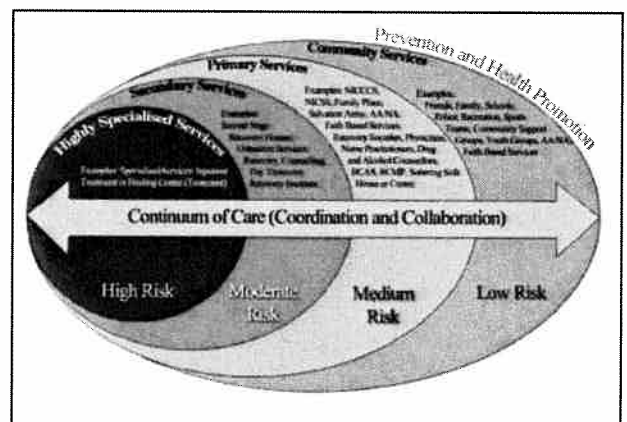
PLAN RECOMMENDATIONS

Addiction and Recovery Services Planning in Mt. Waddington is the shared responsibility of the entire North Island community – from individuals, to families, communities, organizations and service providers, everyone has a role in the improving the planning and delivery of supports and services. The recommendations in the Addictions and Recovery Plan are the outcome of many months of planning and collaboration between service providers, bands, community members and individuals involved in Addiction services and supports in Mt. Waddington. The Plan attempts to balance the needs of a variety of perspectives regarding how addictions services and supports should be designed and delivered in the region. The vision of the Addictions and Recovery Plan is: ***Building on and bridging the gaps between existing services in Mt. Waddington to create a community-based approach to substance use issues that is accessible, flexible, comprehensive and responsive to the needs of individuals, families and communities, respectful of human dignity and rights, and accountable to those it serves.***

The Committee reviewed precedent plans and strategies and agreed to adopt the Guiding Concepts and the tiered model from *A Systems Approach to Substance Use in Canada* (National Treatment Strategy or NTS). The group supported the integrated and holistic system-level model to better coordinate existing services to improve care and support for individuals dealing with substance use issues. The principle is that a person should be able to access a continuum of supports and services at any stage of their care journey and ultimately be linked to any support or service they need. It was determined that a similar model would be designed for the system in Mt. Waddington, one that was reflective of the unique character of the region and its communities. The model's principles are outlined in the NTS Guiding Concepts, and include:

1. **No Wrong Door** - A person may access the continuum of services and supports by way of any of the tiers and, upon entry, should be linked to other needed services and supports, either in the same tier or in a different tier.
2. **Availability and Accessibility** - Services and supports in all tiers should be both available and accessible within a reasonable distance and travel time of each person's home community, or should be facilitated by different means (e.g., Telehealth, online and mobile services).
3. **Matching**- A person should be matched to services and supports whose intensity is appropriate to his or her needs and strengths.
4. **Choice and Eligibility**- If more than one service or support meets a person's needs, the person should be able to choose among those services and supports for which he or she is eligible.
5. **Flexibility**- A person should be referred from a lower tier to a higher tier or from a higher step to a lower tier as appropriate to his or her needs.
6. **Responsiveness**- People—and their needs—change over time and with changing circumstances. As a person travels along pathways and through the lifespan, he or she should be given the help needed (e.g., information, referral, assessment, treatment) to ultimately shift the focus to services and supports in lower tiers.
7. **Collaboration**- A person's journey through the pathways should be facilitated by collaboration between providers of distinct kinds of services and supports.
8. **Coordination**- To facilitate service delivery as well as system planning, monitoring and evaluation, health information systems should allow easy sharing of information between systems.

The following diagram is an overview of the proposed continuum of supports and services in the Mt. Waddington system, highlighting the need for a collaboration and coordination between the different services, from the community-based programs and supports to the more specialized services such as inpatient treatment and long term supportive recovery. The Mt. Waddington Addiction and Recovery Services Framework has been divided into 5 nested ellipses of Community Services; Primary Services, Secondary Services, and Highly Specialized Services, all of which are connected through the band across which identifies the Continuum of Care and the Collaboration and Coordination of everyone involved. The supports and services identified in the layers of the ellipse correspond to the associated level of risk for an individual dealing with substance use issues. The holistic system is encircled in prevention and health promotion, indicating the importance at any stage of the care journey.



Using the Mt. Waddington Addiction Services framework that was developed from the National Treatment Strategy, the Core Working Group developed the goals,

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objectives and recommendations. The supports and services identified in the layers of the ellipse correspond to the associated level of risk for an individual dealing with substance use issues – colour coding has been used to link the recommendation to its respective location on the framework. Each recommendation is supported by some “how tos” around how to achieve the recommendations in both the short term – 6 months to 2 years and the long term – anything beyond 2 years.

Recommendation #1: Ensure collaboration and coordination of all service providers in Mt. Waddington across the continuum of Addictions supports and services at the organizational, individual and grassroots level.

How to achieve this:

<p>Short Term (6 months to 2 years)</p>	<ul style="list-style-type: none"> - Build on the existing Addiction Services Planning Committee (ASPC) structure to create a strong leadership team that has broad representation from service providers, organizations, communities, bands and individuals involved the system of Addiction supports and services. It will be important that Terms of Reference for the Committee are developed. - The ASPC will meet on a bi-monthly basis and will be responsible for implementing the Addiction and Recovery Services Plan. The ASPC will report to the Mt. Waddington Health Network Steering Committee to ensure objectives are being met. - A Coordinator or Project leader will be essential to lead the Plan implementation, coordinate ASPC meetings, identify funding sources and coordinate with other Planning initiatives that are taking place in the Mt. Waddington region. The ASPC should develop the job description in collaboration with the Mt. Waddington Health Network - Ensure bi-monthly meetings of service providers (roundtable updates and networking) including both organizations and grassroots people/groups doing similar work to improve service provider’s knowledge of one another and their processes to allow for better integration and collaboration. Exchange information and network on the following topics: <ul style="list-style-type: none"> o New initiatives or updates in the type of work they are doing/ processes o Presentation of statistics and information- information is up-to-date o Information about new funding opportunities - Invite those communities and bands that are not already part of the committee to assist with the planning of services and supports in the region and create a system of supports and services that is resilient, yet flexible, responsive and adaptable to the changing needs and demands in the North Island. - Work with bands and the Sacred Wolf Friendship Centre to provide cultural and sensitivity training to individuals working in substance use supports and services in Mt. Waddington. Build bridges between traditional and western philosophies and ways of knowing and healing.
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Recommendation #2: Provide Supportive Recovery Services in Mt. Waddington that are available and accessible 24 hours a day, 7 days a week for individuals at any stage of their healing journey.

How to achieve this:

<p>Short Term (6 months to 2 years)</p>	<ul style="list-style-type: none"> - Identify existing facilities or places that could be used as a Sobering Safe House/ Shelter (eg., Salvation Army, under-utilized buildings, etc.) in all communities in Mt. Waddington - Ensure service providers are willing to collaborate and coordinate prior to applying for facility funding- this is essential to ensure that there is coordination in the system.
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	Ensure RCMP and BCAS are involved at the table and are active in the discussions.
Long Term (2 years +)	- Identify the opportunity to expand Sobering Safe Houses (shelter) to all communities

Recommendation #3: Ensure that individuals have access to detox (hospital-based or alternative) when they want it/ need it.

How to achieve this:

Short Term (6 months to 2 years)	<ul style="list-style-type: none"> - Improve the existing interface between the care providers, hospital staff, physicians, community partners and work towards the development of a detox protocol to facilitate a person getting the help they need, when they need it/ want it. Ensure that the protocol is understood and that it works for everyone involved. - Establish a procedure for linkages to Supportive Recovery Services in each community. - Identify alternatives to hospital-based detox (supported community through med-screen, home-based, traditional practices, etc) and work with physicians and health care professionals to determine how this may be achieved. Work with medical professionals to increase awareness of detox from a variety of substances (drugs, alcohol, etc.) - Identify both western and traditional philosophies and models for detox. - Support flow of information between detox location and Second Stage Recovery House. Currently, the Interdisciplinary case management (ICM) is confidential so there needs to be an alternative for service providers that do not have access to consistent file – interagency collaboration could work around this. Ensure linkages to Supportive Recovery Facilities where present.
Long Term (2 years +)	- Identify the opportunity to expand Sobering Safe Houses (shelter) to all communities

Recommendation #4: Ensure there are Supportive Recovery Services in Mt. Waddington for individuals pre, during and post treatment

How to achieve this:

Short Term (6 months to 2 years)	<ul style="list-style-type: none"> - Identify new or existing structures that could be used for a Second Stage Recovery House (facility) in Mt. Waddington communities, starting with Port McNeill and Port Hardy. Determine staffing structure and identify opportunities for collaboration between service providers to operate and staff. A Second Stage Recovery House (facility) provides interim housing and support services for individuals who have completed detox (or who have committed to sobriety) and are waiting to access a treatment program, as well as for individuals who have just completed a treatment program and are re-integrating back into society. Second Stage Recovery would be based on a collaborative model and linked to a variety of services. - ASPC should connect to the work that is currently happening on the Housing and Homelessness Strategy, as there may be opportunities to maximize the benefit for provision of safe, supportive housing to individuals going through recovery in the North Island. - Develop business case for second stage recovery including start up costs, staffing structure and opportunities for collaboration. - Identify transportation options for individuals accessing the facilities, especially in the short term if it is only available in one community - Work with existing Supportive Recovery Societies (Mt. Waddington Supportive
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	<p>Recovery Society and Cormorant Island Supportive Recovery Society) to identify opportunities for collaboration.</p> <ul style="list-style-type: none"> - Coordinate workplans and arrangements between all service providers (including grassroots organizations) in the region to ensure that aftercare and supportive recovery is part of the coordinated treatment plans. - Once supportive recovery services are in place, work with the individual and their supports to facilitate re-integration of individuals back into community after treatment. - Ensure basic needs are met, as well as access to education and employment. - Formalize partnerships with the College, Employment agencies, and other area businesses to provide education and training opportunities for local employment. - Facilitate concrete, constant feedback from service providers, the community and those who are using the service to ensure the model is working.
Long Term (2 years +)	<ul style="list-style-type: none"> - In the longer term, ensure ongoing monitoring and evaluation of the initial Supportive Recovery Services in Mt. Waddington to determine if it is working as planned. - Based on the success of Supportive Recovery Services in one community, determine the need for similar facilities or linked services in other North Island communities.

Recommendation #5: Increase inpatient treatment services capacity in the Mt. Waddington region.

How to achieve this:

Short Term (6 months to 2 years)	<ul style="list-style-type: none"> - Develop coordinated treatment plans with provider in home community (or referring agency) for individuals pre, during and post treatment to ensure they are supported through their journey. Work with the individual to create this plan. - Facilitate access to treatment centres in other areas by ensuring that the individual has supports to assist them with the logistics of going to Treatment, such as: <ul style="list-style-type: none"> o Access to transportation (costs covered, bus ride, or a ride) to and from location o Child care if they are a single parent and families are supported if one parent has to leave o Housing and work responsibilities will not get in the way of accessing treatment (identify back-up supports, work with employer, etc) - Coordinator or Project leader will work with a sub-group from the Addiction Services Planning Committee to identify opportunities for the creation of an inpatient treatment or Healing centre in Mt. Waddington (investigate location, funds required, business partnerships, criteria, etc).
Long Term (2 years +)	<ul style="list-style-type: none"> - Provide an inpatient treatment or Healing centre in Mt. Waddington where individuals can connect to nature while working with the land (art, agriculture, production, etc) which could be sold for profit. Treatment will be inclusive of physical, social, spiritual, and mental wellbeing and healing. The centre can also offer support to families (retreats, workshops, healing circles, etc). - Work with Therapeutic Communities on the Island to exchange knowledge and ideas about program successes. - Investigate opportunities for production of goods so that centre can be self-sustainable. Connect to local businesses/ resource industry to identify opportunities for partnerships.

Recommendation #6: Raise awareness and understanding about substance use and addiction within Mt. Waddington communities

How to achieve this:

<p>Short Term (6 months to 2 years)</p>	<ul style="list-style-type: none"> - Develop knowledge exchange activities (events, training, themed dinners, dry events) to raise awareness and understanding about substance use and addiction within Mt. Waddington communities. - Work with frontline health workers to reduce stigmas associated with Mental Health and Addiction issues. - Provide opportunities for local artists and talent to share their knowledge and skills (carving, dancing, storytelling, language, etc). - Create opportunities for trust building activities (sports, workshops, and bootcamps) between RCMP and community members (all age groups). - Improve awareness of groups/ activities/ clubs that are already happening in the MW region through social media, websites and community forums (AA/NA, Men's Groups, Healing Circle, Drop-in Sports, Language, Button Blanket groups, etc.)
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Recommendation #7: Develop youth-focused prevention strategies and increase capacity for early identification of substance use issues in children and youth.

How to achieve this:

<p>Short Term (6 months to 2 years)</p>	<ul style="list-style-type: none"> - Identify and use appropriate material that will help children and youth identify the risks and harms associated with substance use, as well as reduce negative judgment and increase understanding. - Liaise with public health nurses to facilitate access to reproductive health services to provide important information and education to young teens, women and families about healthy choices and healthy birth outcomes. - Identify opportunities within the school system to increase awareness and understanding for children, youth, educators and parents about substance use issues, risks and prevention. Provide training for parents and educators on the early identification of risky behavior in children and youth. - Formalize Local Addiction Awareness (Drug and Alcohol information) as part of the school curriculum in the North Island (CCSA has come out with new material for schools) Invite educators to sit on the Addiction Services Planning Committee - Use factual straightforward information for youth - relevant stats, not scare tactics. - Identify alternatives to school suspension for substance use so that youth does not become disconnected from education and social ties.
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Recommendation #8: Support and Promote Healthy Opportunities for all age groups in Mt. Waddington as an alternative to using substances.

How to achieve this:

<p>Short Term (6 months to 2 years)</p>	<ul style="list-style-type: none"> - Support youth and elder connections throughout Mt. Waddington communities - Support recreational opportunities for children, youth, adults and seniors in all communities throughout the region, including leisure activities, sports clubs, groups, theatre, games nights, etc. Ensure that individuals from all income levels have access to these opportunities by removing barriers that may prevent people from attending - Collaborate with community partners (Councils, Bands, School District) to ensure
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	<p>that youth have safe places to hang out during the evenings/ weekends. Identify under-utilized buildings and facilities in communities that could provide opportunities for teen drop-in centres. Collaborate with the Mt. Waddington Youth Council to come up with creative ideas as to the types of activities that could be provided, and get youth involved in the mapping process itself.</p> <ul style="list-style-type: none"> - Host “dry” community gatherings or events at least once a month and rotate between the different communities throughout Mt. Waddington. This can include community dinners, community talks, themed dinners, and include activities that promote healthy expression (theatre, singing, dancing, etc). - Work with North Island College (NIC), North Island Employment Foundations Society (NIEFs), Workforce Strategy, Community Futures, and Elder College to increase opportunities for adult education and training opportunities in the region. Link with the business community to determine areas of need, and provide training through the college. - Promote job fair that takes place every year in the region - conduct speaker series and take resumes right then and there for work - Identify training and knowledge exchange opportunities by local community members to share their knowledge and skills.
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Recommendation #9: Increase knowledge and information about what Addictions services and supports currently exist in Mt. Waddington, and how these services can be accessed.

How to achieve this:

<p>Short Term (6 months to 2 years)</p>	<ul style="list-style-type: none"> - Develop a Communications Plan to keep public informed and up-to-date about Substance Use Supports and Services. Use existing communication outlets (social media, newsletters, community boards, newspapers, websites, etc) to distribute information to bands and communities. - Create a link on the Mt. Waddington Health Network website to an Addiction Services Planning webpage that provides up-to-date information about services and supports in the region, as well as resources for individuals, families and communities. - Hire locally – use the strength and skills of people within Mt. Waddington communities - Increase cultural awareness and sensitivity for residents, service providers and business community in the MW Region, and ensure exchange of local knowledge. Use First Nation Healers as part of the treatment plans.
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Recommendation #10: Increase the knowledge and understanding of the effects of trauma as the root cause of many Addiction issues, and better integrate trauma-informed practice into the system of services and supports in the North Island.

How to achieve this:

<p>Short Term (6 months to 2 years)</p>	<ul style="list-style-type: none"> - Identify opportunities for training and education on the topic of trauma-informed practice for all service providers working in Addiction services. Collaborate with groups or experts in this area to learn how trauma informed practice can be integrated into current practices in Mt. Waddington. - Provide opportunities for community members and families to learn more about the effects of trauma through workshops/ retreats/ community gatherings, etc. Increase awareness of existing programs and supports for individuals dealing with
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	<p>trauma, including Men’s Groups, AA/NA, Healing Circle, etc.</p> <ul style="list-style-type: none"> ○ Identify alternative healing therapies for individuals working through trauma. Ensure that there is a safe place for people to come and share stories, and talk about their own experiences. ○ Provide support for friends and family members of individuals dealing with trauma and Addiction (Al-anon, drop-in meetings, etc.) ○ Advocate for emotional sobriety through expressive therapies/ natural therapies/ healing ○ Hold community forums and invite speakers to share knowledge and ideas about trauma and trauma informed practice.
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PLAN IMPLEMENTATION

The Addiction Services Planning Committee (ASPC) will likely be a natural starting point for this leadership and collaboration as many of the committee members are already committed and engaged, and have been involved in the planning process since the outset. The Committee will provide a strong foundation to begin Plan implementation; however, a broader membership will be required to ensure that all communities and providers have representation at the table. A Terms of Reference will also be necessary to ensure accountability and responsibility from the variety of representatives.

The success of the plan will depend on inter-sectoral collaboration and coordination, as well as on strong leadership to ensure that recommendations in the Plan become a reality. As the Plan is intended to be a living document that is fluid and responsive to the changing needs in the region, it will be important that the system of supports and services are reviewed on an ongoing basis as well as the actual demand for these services. It is also important that the Plan is monitored to evaluate the effectiveness of the goals and recommendations outlined to ensure that the needs are being met. The Committee will need to derive some indicators in a variety of areas to determine if the Plan is having impact on Addiction issues in the region. There will also need to be ongoing communication and feedback with the individuals and families using the system of services and supports, those who are directly affected need to be meaningfully involved. The Committee will need to collaborate to select indicators to monitor the plan over the long term.

It will be important that the Plan Coordinator works with the Addiction Services Planning Committee to review these priorities for action on a regular basis to determine what has already been achieved, who are the key players – who is responsible for different elements, as well as are these priorities still relevant and appropriate depending on the Substance use needs in the region. These are intended to act more as a guide for implementation, but the actual detailed implementation plan will need to be established by the Coordinator in collaboration with the Addiction Services Planning Committee.

The following elements are required for implementation of the Plan:

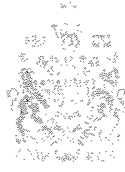
- Establish an Implementation Plan and Process to:
 - Identify funding opportunities, and outline a plan to draw potential funders
 - Identify who will be responsible for implementation of different parts of the plan- who should to be involved?
- Identify all of the planning initiatives that are taking place in the region and on the Island that may provide opportunities for collaboration or efficiencies in resource allocation. Examples of these plans include: Housing and Homelessness Initiative, VIHA Aboriginal Health Plan, Mt. Waddington Rural Health Framework, *Healthy Minds, Healthy People – A 10 Year Plan A Ten-Year Plan to Address Mental Health and Substance Use in BC*, etc.

- Work with the Mt. Waddington Supportive Recovery Society and the Cormorant Island Supportive Recovery Society to identify opportunities for collaboration and linkages. Build off of the work that these groups have initiated including the business case for long term supportive recovery services.
- Evaluation and monitoring of the Plan should be built into the Plan implementation to ensure objectives are being met. Develop a list of qualitative and quantitative indicators that will be used to monitor the effectiveness of the Addiction Plan both in the short term (6 months-2 years) and in the long term (2 years +). Facilitate constant check-in and feedback from the service providers, community and the individuals who are using the services. The Project Coordinator can link with individuals who have skills in this area to support this work. Continue to monitor the Plan itself as services evolve in the region.
- Using the long term indicators, continue to monitor the Plan itself as services evolve in the region.

ITEM	ACTION – REGULAR MEETING OF MARCH 13, 2012	WHO	STATUS /COMMENTS
BHP Billiton, donation of 10 bear resistant garbage cans	Write letter of thanks for donation	MP	Done
C/Huddlestan, status of Fire Dept. Service Awards	Update Council on status of awards	GL	Done
C/Tidbury, thank you letter to Anita & Andy Shurben for volunteer time as ESS Coordinators	Write thank you letter.	GL	Done
Downtown Revitalization Committee - re: hiring consultant to develop downtown revitalization plan	Referred to budget, Staff directed to get budget price.	RD/PS	
Sustainability Committee - recommendation for public consultation on neighbourhood zero emission vehicles	Refer to new Community Consultative Committee to do	GL	In progress
Strategic Community Investment Funds Agreement	Approved. Sign and forward to Prov. Gov't	GL	Done
Grant in Aid for 2012	\$5,000 to N.I. Concert Society approved. Advise. Issue cheque	DC	
ITEM	ACTION – REGULAR MEETING OF FEBRUARY 28, 2012	WHO	STATUS /COMMENTS
Legislative Review Committee Minutes Feb 22/12 re: Chickens in residential areas Off leash area on Trustee Rd. Kennel regulations into Animal control bylaw Breeder License fee requirements Changes to Kennel and Animal Control Bylaws	Chickens in residential areas, no direction to proceed, C/Hemphill may continue research Staff to investigate Trustee Rd as off leash area, incorporate kennel regulations into animal control bylaw Delete Breeder license fee requirement from bylaw Changes to Animal Control bylaw, as directed	C/JH GL GL GL GL	In progress In progress In progress In progress
T.Kushner, Dir. Operations re: Hold one day open house event at Public Works Yard OH&S Committee Terms of Reference.	Approved. Plan event, advertise event Approved as presented. Circulate for approval as needed.	TK GL	Done
ITEM	ACTION – REGULAR MEETING OF FEBRUARY 14, 2012	WHO	STATUS /COMMENTS
Sustainability Committee Minutes of Feb 7/12 Recommendation to distribute Council information digitally where ever possible and at the option of individual council members	Staff to review recommendation and report to Council	RD	In progress
ITEM	ACTION – REGULAR MEETING OF JANUARY 10, 2012	WHO	STATUS /COMMENTS
AVICC - Resolutions - Submissions, Nominations	Draft resolution regarding reinstating northern living allowance to RDMW residents	RD	In progress
Engineering Support for District	Approved . 3 yr contract with Koers & Assoc Engineering. Prepare contract.	TK	Contract prepared, given to CAO
Tender for Storey's Beach Waterline Section Replacement (Beaver Harbour F/ Scotia St.)	Proceed to Tender. Prepare tender	TK	Update: Tender to be out end of March
Update to Council Policy CP7.6 Dir. Operations Job Description	Approved. Update and distribute policy	LD	Done

ITEM	ACTION – REGULAR MEETING OF AUGUST 9 2011	WHO	STATUS/COMMENTS
Seagate Wharf emergency repairs	Approved estimated cost of \$35,875.79. Start repairs Amend Financial Plan to include cost of repairs	RD DC	Contractors advised In progress
ITEM	ACTION – REGULAR MEETING OF APRIL 26, 2011	WHO	STATUS/COMMENTS
Fireplace / woodstove inspection rates	Bring to next budget/financial planning meeting	DC	In progress

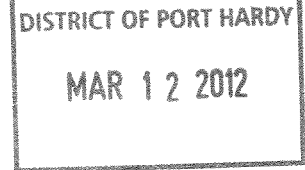
Minister of Canadian Heritage
and Official Languages



Ministre du Patrimoine canadien
et des Langues officielles

Ottawa, Canada K1A 0M5

FEB 28 2012



Mrs. Patricia Smedley
Economic and Community Development Coordinator
DISTRICT OF PORT HARDY
Post Office Box 68
Port Hardy, British Columbia
V0N 2P0

Dear Mrs. Smedley:

I would like to inform you that I have approved a grant in the amount of \$6,300 for your organization's project under the Community Celebrations of the 2012 Diamond Jubilee Initiative.

A cheque will be sent to you under separate cover. Please note that any payment is subject to the appropriation of funds by Parliament and to the budget levels of the Program.

In disbursing these funds, I am certain that you and your organization will encourage Canadians to celebrate the 60th anniversary of Her Majesty Queen Elizabeth II, to celebrate the role of the Crown in Canada as well as our traditions, our history, our symbols and our values and institutions. I would ask, therefore, that every effort be made to ensure that the Canadian flag is displayed proudly during your events.

Following the completion of your activity, you are required to complete the Final Activity Report that can be found at the following Web link:
<http://www.pch.gc.ca/2012diamondjubilee/finalreport>

Once completed, you can transmit the form by scan and email, fax, mail or courier or deliver it to your Canadian Heritage Regional Office no later than 60 days after the end of your project.

In receiving funding from the 2012 Diamond Jubilee Initiative, you agree to implement the Official Languages measures as indicated in your funding application.

I congratulate your organization on its project and extend my best wishes for the success of your celebrations.

Sincerely,

The Honourable James Moore, P.C., M.P.



March 9, 2012

To: Mayor and Council/Chair and Board

It is vital that all communities share the responsibility of effective emergency management. To learn more about your role as an elected official, we invite you to attend one of the emergency management workshops scheduled (see attached) in your region this spring.

You, your council or board members, the city/town/regional district administrator and Emergency Program Coordinator are invited to attend these no-fee workshops. Workshops are being hosted by Emergency Management BC (EMBC) a branch of the Ministry of Justice. The workshops are an opportunity for all elected officials and administrators to learn more about the importance of their roles in emergency planning and to build regional connections.

The half-day workshops will be delivered by EMBC staff. Some of the topics that will be covered include local authority roles and responsibilities under the statutory requirements of the *Emergency Program Act*. These include:

- Provincial support before, during and after an emergency or disaster.
- When and why a declaration of a state of local emergency would or should be used.
- The importance of emergency planning and how to personalize your community's emergency plan through hazard identification, risk assessment and vulnerability analysis, and how community preparedness can be built into your community's strategic goals.
- Available provincial financial aid for individuals, farms, businesses and local governments to help with disaster-related damaged essential items, for which insurance was not reasonable and readily available.

.../2

Ministry of Justice

Office of the Assistant Deputy Minister/
Fire and Emergency Management
Commissioner
Emergency Management BC

Mailing Address:
PO Box 9223 STN PROV GOVT
Victoria BC V8W 9J1

Location:
2nd Floor -- 525 Fort Street
Victoria BC
Telephone: 250 953-4002
Facsimile: 250 387-4872

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Mayor and Council/Chair and Board

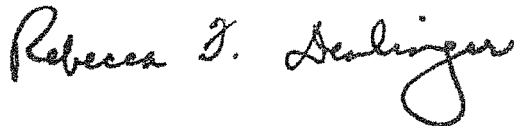
March 9, 2012

Page 2

- The four pillars of emergency management; prevention/mitigation, preparedness, response and recovery.
- Cost-shareable initiatives to assist municipalities and regional districts in funding eligible emergency response projects such as emergency plans, exercises, training, and the purchase of emergency communications equipment.
- Grants to assist communities with plan development, exercising and training;
- Provincial support to plan for recovery for communities and businesses.
- Emergency management training opportunities.

To register for a workshop near you, please register at the appropriate EMBC regional office. Refreshments and lunch will be provided.

Sincerely,

A handwritten signature in black ink that reads "Rebecca F. Denlinger". The signature is written in a cursive style with a large, looped 'D' at the end.

Rebecca F. Denlinger
Assistant Deputy Minister
Fire and Emergency Management Commissioner

Attachment

The preliminary workshop schedule for 2012

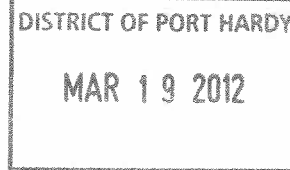
Date	Location	Venue	Time	PEP Region	Facilitators
Tues, April 10	Kelowna	Kelowna EOC, #1 Firehall 2255 Enterprise Way	10:00 – 14:00	CTL	Mike Knauff
Wed, April 11	Salmon Arm	Prestige Harbourfront Resort 251 Harbourfront Dr. NE	10:00 – 14:00	CTL	Mike Knauff
Thurs, Apr 12	Kamloops	Kamloops Fire Centre 4000 Airport Road	10:00 – 14:00	CTL	Mike Knauff
Thur, April 19	Trail	Selkirk College 900 Helena Street	10:00 – 14:00	SEA	Gundula Brigl
Tues, Apr 24	Campbell River	Crystal Room, Sequoia Golf Course, 700 Peterson Road	10:00 – 14:00	VIR	Clare Fletcher
* Wed, Apr. 25	Pt. McNeill	Image Room, Chilton Ice Arena, 2205 Campbell Way	10:00 – 14:00	VIR	Clare Fletcher
Tues, May 1	Victoria	Langford Fire Hall 2625 Peatt Road	10:00 – 14:00	VIR	Clare Fletcher
Thurs, May 3	Parksville	Parksville Fire Hall 160 Jensen Ave. (West)	10:00 – 14:00	VIR	Clare Fletcher
Fri, May 4	Powell River	Town Centre Hotel, 4660 Joyce Avenue	10:00 – 14:00	VIR	Clare Fletcher
Tues, May 8	Burns Lake	Regional District of Bulkley-Nechako boardroom, 37 3rd Avenue	10:00 – 14:00	NWE	Maurie Hurst
Wed, May 9	Fort St John	Quality Inn Northern Grande 9830 100 AVE	09:30 - 15:00	NEA	Bob Kelly
Wed, May 9	Terrace	Terrace Fire Hall – Training Room 3215 Eby Street	10:00 – 14:00	NWE	Maurie Hurst
Thurs, May 10	Masset	Howard Phillips Community Hall, 1590 Cook Street	10:30 – 14:30	NWE	Maurie Hurst
Tues, May 15	Golden	Golden EOC Golden South East Administration Building, 901 – 14th Avenue	10:00 – 14:00	SEA	Gundula Brigl
Thurs May 17,	Cranbrook	Regional District of East Kootenay EOC - 45-12th Avenue South	10:00 – 14:00	SEA	Gundula Brigl
Thurs, May 17	Valemount	Community Service Valemount, 99 Gore St	09:30 - 15:00	NEA	Bob Kelly
Month of May	Prince George	TBA	TBA	NEA	Bob Kelly

Claire Trevena, MLA
(North Island)
Victoria Office:
Parliament Buildings
Victoria BC V8V 1X4

Community Office:
908 Island Highway
Campbell River BC V9W 2C3
Telephone: 250 287-5100
Facsimile: 250 287-5105
Toll-Free: 1 866 387-5100



**Province of
British Columbia**
Legislative Assembly



Claire Trevena, MLA
(North Island)

Darren Entwistle
PO Box 7575
Vancouver, BC
V6B 8N9



Dear Mr Entwistle,

As you can imagine my constituents were very pleased when they heard about the recent announcement by your company that \$3 billion is being invested in BC to ensure, among other priorities, high speed internet access to 90 percent of people in BC.

Last autumn, the Premier presaged this when she announced that work was underway to expand rural connectivity through a deal between the Province and TELUS. At the time, a news release quoted her as saying: "We have secured this partnership to help expand high-speed internet access to every community in the province." At that time she committed to 97 percent coverage.

I am however very concerned that what seemed to be an enlightened move – ensuring that nearly everyone in BC would have access to real high speed internet – is in reality a targeted investment in just a few communities.

The lack of access to high speed internet is having a significantly detrimental impact on business and on communities across the North Island. When people look at relocating, they look at high speed access; business requires it. The North Island does not have it.

To give a snapshot of internet provision to the approximately 23,000 people in communities in my constituency who are severely limited in access to the internet:

- Alert Bay**, with 15-20 gb, described as extremely slow;
- Coal Harbour**, with 9 gb;
- Cortes Island**, a patchwork ranging from dial-up to an expensive satellite system;
- Echo Bay**, with expensive independent personal satellite;
- Gold River**, on cable, with a 15 gb capacity;
- Holberg**, a slow link with 9 gb capacity;
- Hyde Creek**, depending on the server from 9 gb to 20 gb;
- Kingcome**, has 9 gb capacity via satellite;
- Kyuquot**, linked to the school and very slow;
- Nimpkish Heights**, access is only available on the main road and has a capacity of 15-20 gb;

Port Alice is slow and limited; the capacity is 10 gb;
Port Hardy has areas with complete dead zones and Telus did not run the bands of wire far enough to reach part of the community; there is a maximum capacity of 20 gb;
Port McNeill has a number of households still on dial up, otherwise the capacity is 15-20 gb
Quadra Island has a patchwork of service including cable and satellite, to a capacity of 30 gb;
Quatsino has a capacity of 9 gb
Read Island customers are on satellite which is extremely expensive (\$120 a month) and slow;
Sayward is served by cable and is slow, even though Telus has fiber to the community. People are limited to 800 kilobits.
Sointula has a capacity of 20 gb;
Tahsis is served by cable with a maximum capacity of 15gb;
Telegraph Cove is served through hot spots and satellite with a 9 gb capacity;
Woss has a local server with a 9 gb capacity
Zeballos and Ehatasat have a long wait list for installation and service and a capacity of 9 gb.

As you can judge from this run down, the capacity mitigates against business development or expansion. The North Island does not meet the current definition of high speed internet.

- Mount Waddington Regional District is working on various economic development strategies, but in the 21st century these demand access to high speed internet. Existing businesses suffer because of the lack of access. For instance, West Coast Helicopters plays a significant role in the economy on the north island and central coast working with many major companies. It is based on Highway 19, just south of Port McNeill; but despite its proximity to an urban centre had to install a costly satellite system. This system goes down in bad weather, which impacts the business.
- Port Alice, the home of one of the largest employers in the North Island, Neucel Specialty Cellulose, is finding it difficult to attract people to the community because it does not have access to any high speed internet. Until very recently there was a waiting list simply to get an internet account.
- Two of the main hotels in Port Hardy are losing customers because of the lack of connectivity; they have invested \$25,000 of their own money in trying to improve access. The North Island is looking to increase its tourism in the economic make up, but tourists are shocked at the cost and speed available in nearly all our communities.
- It is almost impossible for individuals to take on-line training or education courses, because of the difficulty in downloading materials; likewise educators find it almost impossible to provide training in areas where internet access is insufficient.

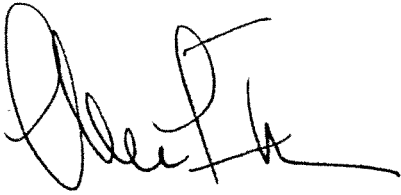
While I completely understand that TELUS is a private company, there is an established partnership with the BC government on connectivity; this would imply an obligation to work for all communities in BC. Further, the fixed line telephone service is historically regarded as a public asset; it would be a reasonable assumption that internet connectivity, through existing lines or through new fibre optic, would similarly be a public asset. Some lines already use the existing network, others could be installed when BC Hydro is carrying out planned upgrades across the North Island.

I have also written to the Minister responsible, urging a collaborative approach to best ensure our needs are met. I would be very happy to talk with you further, to see how we can ensure that we get the coverage that the communities need.

DISTRICT OF PORT HARDY
MAR 19 2012

I very much look forward to hearing from you.

Yours sincerely,



Claire Trevena,

MLA – North Island

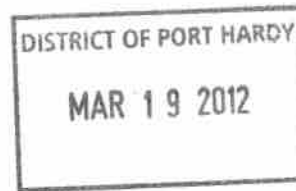
Ccs:

Mayor Michael Berry, Village of Alert Bay
Chair Craig Anderson, Regional District of Strathcona
Mayor Craig Anderson, Village of Gold River
Mayor Jan Allen, Village of Port Alice
Mayor Bev Parnham, District of Port Hardy
Chair Al Huddleston, Mount Waddington Regional Dist.
Mayor Gerry Furney, Town of Port McNeill
Mayor John MacDonald, Village of Sayward
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Lynden McMartin, President, Discovery Islands Chamber of Commerce
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Tony Ellis, Tahsis Chamber of Commerce
David Mitchell, Manager, Mount Waddington Community Futures

Claire Trevena, MLA
(North Island)
Victoria Office:
Parliament Buildings
Victoria BC V8V 1X4



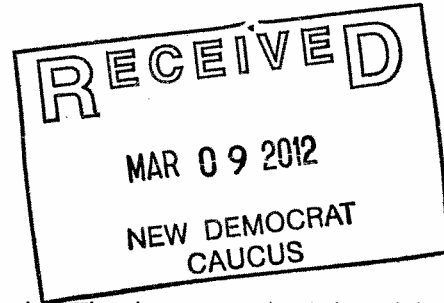
Province of
British Columbia
Legislative Assembly



Claire Trevena, MLA
(North Island)

Community Office:
908 Island Highway
Campbell River BC V9W 2C3
Telephone: 250 287-5100
Facsimile: 250 287-5105
Toll-Free: 1 866 387-5100

Hon. Dr. Margaret MacDiarmid
Room 346
Parliament Buildings
Victoria, BC
V8V 1X4



Dear Minister MacDiarmid,

TELUS recently announced a \$3 billion investment in British Columbia. The three year plan is broad, but includes among other things, a declared commitment to expanding high speed internet access across the province ensuring access to 97 percent of British Columbians.

To quote Darren Entwistle, TELUS President and CEO: "We will continue to expand wireline broadband access to rural and remote communities and deliver the world's fastest wireless technology to almost 90 percent of British Columbians by the end of this year."

Last autumn, the Premier presaged this when she announced that work was underway to expand rural connectivity through a deal between the Province and TELUS. "We have secured this partnership to help expand high-speed internet access to every community in the province," she said. The Premier committed to the 97 percent figure at that time.

Indeed, in a letter you wrote to the Mayor of Gold River, His Worship Craig Anderson, you noted that the Province would be working with TELUS "toward the goal of increasing the number of citizens with access to high-speed internet from 93 to 97 per cent of the population." (The letter is not dated; its reference is 95468).

As you might imagine, my constituents were extremely pleased to hear that there was a determination to ensure that connectivity for their communities. Established businesses had the prospect of being able to better compete, by having easy access to the internet; entrepreneurs started to consider the options of home-based businesses; the aquaculture industry thought it would be able to have ease of contact with all their sites; individuals and families expected they would soon have real high speed connections.

The reality is somewhat different. We have now discovered there will be no investment in the North Island with the current tranche of money.

The lack of access to high speed internet is having a significantly detrimental impact on business and on the communities in my constituency. When people look at relocating, they look at high speed access; business requires it. The North Island does not have it.

To give a snapshot of internet provision to the approximately 23,000 people in communities in my constituency who are severely limited in access to the internet:

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Mount Waddington Regional District is working on various economic development strategies, but in the 21st century these demand access to high speed internet. Existing businesses suffer because of the lack of access. For instance, West Coast Helicopters plays a significant role in the economy on the north island and central coast working with many major companies. It is based on Highway 19, just south of Port McNeill; but despite its proximity to an urban centre had to install a costly satellite system. This system goes down in bad weather, which impacts the business.

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MAR 19 2012

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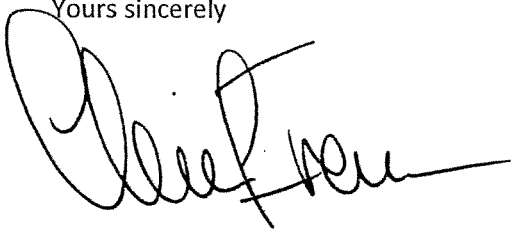
I would suggest that high speed internet access is as important for rural communities as electrification was last century.

Given that a commitment has been made to ensure access to high speed internet to BC's population I would urge that you find ways to address the needs of the North Island. Some ideas you might want to consider are that TELUS work with BC Hydro when the latter is carrying out planned upgrades and install fibre optic cable at that time; secondly is to recognise internet networks as a public asset as are telephone and electrical networks.

I would be very happy to work with you to see how we can ensure that we get the coverage that the communities need.

I look forward to hearing from you.

Yours sincerely

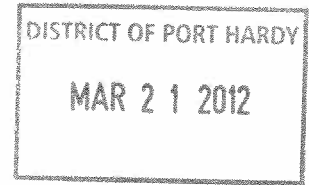


Claire Trevena,

MLA – North Island

Ccs:

Mayor Michael Berry, Village of Alert Bay
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Tony Ellis, Tahsis Chamber of Commerce
David Mitchell, Manager, Mount Waddington Community Futures



MAR 15 2012

898630

Her Worship Bev Parnham and Councillors
Mayor of the District of Port Hardy
7360 Columbia
PO Box 68
Port Hardy BC V0N 2P0

Dear Mayor Parnham and Councillors:

I appreciated meeting with you at the annual Union of British Columbia Municipalities (UBCM) convention in Vancouver. During this meeting, I committed to track with you progress on some of the issues that were raised in our discussion. In this regard, I hope you will find the following information to be of use.

You expressed concern about emergency room (ER) closures and physician recruitment and retention issues. The province continues to work on initiatives to draw physicians to areas that are challenged with recruitment and retention. The Rural Physician Program is designed to meet the needs of rural physicians in terms of financial compensation, educational opportunities and locum assistance. There is also the Family Physicians for BC Program which provides funding to attract newly qualified family physicians to establish their practice in one of BC's rural communities of identified need.

The University of British Columbia (UBC) Medical School, supported by the Ministry of Health (the Ministry), is embarking on a gradual expansion of residency positions following a distributed model. Criteria to determine where students and residents are located reflect a combination of the population health needs (case mix, volume of patients), availability of clinical faculty, availability of academic space (e.g. teaching hospital), and an academic partner. If your community wishes to receive more information, please contact Dr. Oscar Casiro, Regional Associate Dean, Vancouver Island (UBC) Head, Division of Medical Sciences (UVIC) by telephone at: 250 472-5524.

...2

You also asked about mental health and substance use services (MHSU) in the North Island, and I am advised the following services are available:

- Mental Health and Addictions Services in Port McNeill provides a range of MHSU services to those in Port McNeill and the area including: treatment, referral, psychiatric consultation, medication assessment and management, individual counselling, case management, outreach, family support and education;
- Mental Health and Addictions Services for adults in Port Hardy provides quick supports, daily liaison, and clinical supervision to alternate community First Nation service providers and self-help groups; and helps organize and support such groups and services, especially substance use;
- Crisis Intervention in Port McNeill and Port Hardy provides crisis intervention services to any Mt. Waddington area resident aged 19 years or over who has a severe and persistent mental illness, an addiction, or is in acute emotional distress. Services include: 24-Hour Crisis Line, assessment and referral to local or regional services as appropriate, acute inpatient care and detox, outpatient stabilization beds, psychiatric consultations from visiting psychiatrists, case management, outreach services to surrounding communities, group therapy providing a range of education, illness-management and support tailored to the specific needs of individuals currently receiving services; and
- Two Vancouver Island Health Authority (VIHA) employees work in youth MHSU services through the Ministry of Children and Family Development (MCFD) local office at Family Place in the North Island.

Should you have additional information or questions regarding MHSU services in the North Island, you may wish to contact Ms. Jennifer Block, Senior Manager, Mental Health and Addiction Services for the Port Hardy/Port McNeil area. Ms. Block is available by telephone at: 250 902-6051; or by mail or email at:

Port Hardy Mental Health and Addiction Services
7070 Shorncliffe Ave
PO Box 1290
Port Hardy BC V0N 2P0
Telephone: 250 902-6051
Email: Jennifer.Block@viha.ca

I am also pleased to advise that on October 31, 2011, the province introduced the *Nurse Practitioners Statutes Amendment Act*, allowing nurse practitioners (NPs) to work within their existing scope of practice. NPs were introduced in BC in 2005 to fulfill additional roles in areas like primary care, chronic disease, disease prevention and health promotion. NPs are registered nurses (RNs) with additional education at the master's degree level and have an expanded scope of practice over traditional RN roles; however, they are not doctors. There are currently over 200 NPs in BC.

Amendments will allow NPs to act as an effective first point of contact as well as primary care providers for patients. A number of current statutes restrict NPs from providing services that are within their scope of practice. The changes will also provide British Columbians more options when seeking medical opinions and improve access to a variety of government programs.

By the end of government's current three-year fiscal plan, total government spending on health will rise to a record \$18.1 billion, more than twice the amount spent in 2001. Even in tough economic times, the provincial government is honouring its commitment to protect health care by putting an additional \$1.55 billion into the Ministry's budget over the next 3 years.

I look forward to our future discussions.

Yours truly,

A handwritten signature in black ink, appearing to read 'Michael de Jong', written over a light blue horizontal line.

Michael de Jong, QC
Minister

pc: Mr. Rick Davidge, Chief Administrative Officer, District of Port Hardy
(7360 Columbia PO Box 68 Port Hardy BC V0N 2P0)
Dr. Oscar Casiro
(Island Medical Program University of Victoria PO Box 1700 STN CSC Victoria BC
V8W 2Y2)
Ms. Jennifer Block
Mr. Rod Frechette, Executive Director, Medical Services, Health Human Resources Div.
Ms. Ann Marr, Executive Director, Health Authorities Division



Ted Olynyk
Manager, Community Relations
PO Box 1500
400 Madsen Road
Nanaimo, BC V9R 5M3

March 21, 2012

Re: Earth Hour March 31, 2012

I am writing to encourage you to join BC Hydro in supporting Earth Hour on March 31, 2012 from 8:30 – 9:30 pm.

Earth Hour is an annual, global event hosted by the World Wildlife Fund and supported provincially by BC Hydro. Earth Hour encourages individuals, businesses and communities to turn off the lights and unnecessary equipment to save energy and reduce the environmental footprint.

In 2011, millions of people in over 135 countries joined this symbolic event to show how easy it is to save energy every day. British Columbians turned off the equivalent of 7.8 million 15-Watt compact fluorescent light bulbs for the hour. If everyone in B.C. implemented the same conservation measures for just one hour every evening, the combined savings would be enough to power close to 4,000 homes for an entire year.

More information about Earth Hour and ways to conserve energy is available at www.bchydro.com/earthhour.

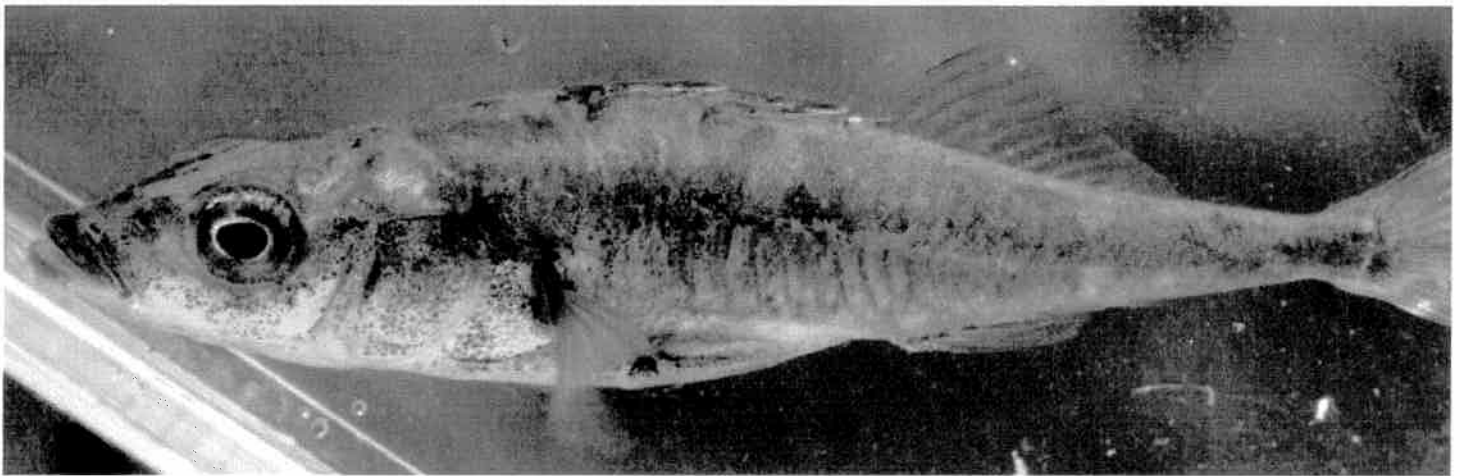
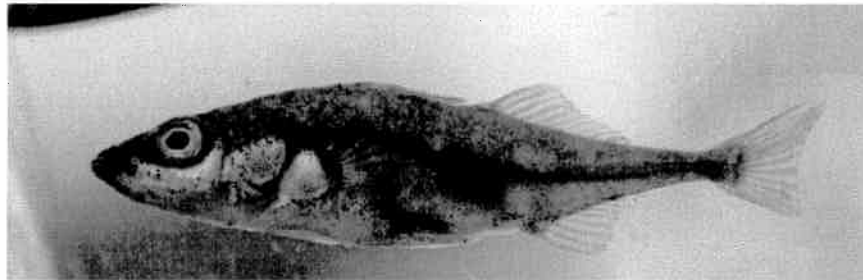
Thank you for your interest in Earth Hour 2012.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Ted Olynyk".

Ted Olynyk
Manager, Community Relations

From: XPAC Species at Risk [SARA@pac.dfo-mpo.gc.ca]
Sent: Thursday, March 22, 2012 4:18 PM
To: Undisclosed recipients:
Subject: Consultations on the Draft Recovery Strategy for Misty Lake Sticklebacks



Top to Bottom: Lotic Misty Lake Stickleback and Lentic Misty Lake Stickleback

Photos by Renaud Kaeffer, with the help of Maryse Boisjoly and Shahin Muttalib

Fisheries and Oceans Canada (DFO) would like to invite you to provide comments on the draft Recovery Strategy for the Misty Lake Lentic Stickleback and Misty Lake Lotic Stickleback (Misty Lake Sticklebacks, *Gasterosteus sp.*). These small freshwater fish are a species pair, which consists of a lake dwelling (lentic) and a stream dwelling (lotic) variety, both of which are listed as “Endangered” under the federal *Species at Risk Act (SARA)*. The species distribution is limited to Misty Lake and its inlet and outlet streams on Vancouver Island, British Columbia.

The draft Recovery Strategy, developed in cooperation with the Province of British Columbia and with input from technical experts, aims to promote the long-term viability of the Misty Lake Sticklebacks. It describes the Misty Lake Sticklebacks, their ecology, and threats to their survival and habitat. It also identifies population and distribution objectives, strategies to address threats, approaches to meet recovery objectives, critical habitat for the species pair and examples of activities likely to destroy critical habitat. Under SARA, critical habitat for aquatic species must be legally protected from destruction once it is identified. Critical habitat for the Misty Lake Sticklebacks will be protected via a SARA s. 58(1) order, or its equivalent under another Act of Parliament, which will prohibit the destruction of the identified critical habitat.

The draft Recovery Strategy, which includes a map of critical habitat, will be available online at www.pac.dfo-mpo.gc.ca/saraconsultations for you to review. You can submit your comments via the consultation workbook located at the above webpage or, alternatively, via email to sara@pac.dfo-mpo.gc.ca, until **April 23, 2012**. If you are unable to access the draft recovery strategy online, please email sara@pac.dfo-mpo.gc.ca or call 604-666-1331 to request a hard copy.

All Canadians have a role to play in supporting the recovery of species at risk. We appreciate your consideration and feedback.

Thank you,

Martin Nantel
Pacific Region Species at Risk Team Leader
Fisheries & Oceans Canada
401 Burrard Street
Vancouver, B.C. V6C 3S4
Martin.Nantel@dfo-mpo.gc.ca
Phone: (604) 666-5813
Fax: (604) 666-0417

EXECUTIVE SUMMARY

Descended from the marine Threespine Stickleback (*Gasterosteus aculeatus*), parapatric lake-stream stickleback species are of considerable scientific interest and value due to their recent and unique evolutionary history. Although they live in contiguous geographic ranges, they interbreed relatively little in the overlapping habitat, and are genetically, ecologically and morphologically distinct. Parapatric lake-stream sticklebacks are relatively rare and have been well-described for only three lakes in British Columbia: Mayer and Drizzle Lakes on the Haida Gwaii and Misty Lake on Vancouver Island.

The Misty Lake Lentic Stickleback and the Misty Lake Lotic Stickleback (Misty Lake Sticklebacks, *Gasterosteus* sp.) occur only within the Misty Lake watershed, a sub-basin of the Keogh River drainage on northern Vancouver Island, British Columbia. The Misty Lake Stickleback complex includes a lake-dwelling form (lentic); an inlet stream-dwelling form (lotic), and an outlet stream-dwelling form. The two stream-dwelling populations are morphologically and ecologically similar and are considered as a single stream-dwelling form therefore the two forms (lake and stream) are considered to be a species pair.

Threats to Misty Lake Sticklebacks include the introduction or invasion and subsequent establishment of exotic and invasive species that predate upon, or compete with, the Misty Lake Sticklebacks or degrade habitat quality; point and non point source water pollution from contaminants such as hydrocarbons or pesticides; increased sediment loads and degradation of water quality from land use activities in the watershed; non-conforming use of the ecological reserve; riparian vegetation removal; water extraction; climate change; and excessive removal of individuals for scientific research.

This recovery strategy for Misty Lake Sticklebacks includes the following population and distribution objectives: (1) To maintain self-sustaining populations and the current distribution of the lake and stream (inlet and outlet) forms of the Misty Lake Sticklebacks through maintaining current habitat area and habitat quality.; and (2) to maintain the two distinct forms by preventing an increase in hybridization that could lead to the collapse of the species pair into a hybrid swarm. As well as, broad strategies and approaches necessary to address threats to the survival of Misty Lake Sticklebacks. Activities may be added, adapted and revised as new information is gathered.

Critical habitat for the Misty Lake Sticklebacks is identified in this recovery strategy to the extent possible using the best available information, and includes specific habitat features and attributes required to maintain abundance, distribution and reproductive isolation of the species pair. The geophysical area of critical habitat is bounded by the Misty Lake watershed, within which the following features are considered critical habitat; the entirety of Misty Lake, the full length of the inlet stream, the outlet stream to the lower limit of currently occupied habitat, other perennial or ephemeral streams flowing into the lake, a riparian buffer of 15 meter surrounding the lake perimeter, and a 30 meter riparian buffer surrounding all streams identified as features of critical habitat.

A detailed action plan will be completed by within 5 years of posting the final recovery strategy on the Species at Risk Public Registry.

RECOVERY FEASIBILITY SUMMARY

In accordance with the *Species at Risk Act*, the competent minister must determine the feasibility of recovery for each species at risk. Current Government of Canada draft policy (2009) sets out four criteria that help standardize the process by which the competent minister determines if recovery is technically and biologically feasible. These criteria are posed as questions and answered below:

1. Are individuals capable of reproduction currently available to improve the population growth rate or population abundance?

Yes. Misty Lake Sticklebacks are believed to be self-supporting at present, although the precise status of each population is unknown.

2. Is sufficient suitable habitat available to support the species or could it be made available through habitat management or restoration?

Yes. Sufficient suitable habitat currently exists within the natural range of this species.

3. Can significant threats to the species or its habitat be avoided or mitigated through recovery actions?

Yes. Controlling threats to Misty Lake Sticklebacks and their habitat is feasible, but rests more on social rather than technical considerations. For example, the primary threats are introduction of non-native species and general land use which could be managed with existing regulations, but may require additional outreach and support from stakeholders.

4. Do the necessary recovery techniques exist and are they demonstrated to be effective?

Yes. Special recovery techniques are not required for recovery of Misty Lake Sticklebacks. Recovery efforts are best concentrated on the effective management of current and future threats. This is believed to be entirely feasible. There are no significant technical challenges. It should be stressed, however, that Misty Lake Sticklebacks will likely always be highly restricted in their distribution.

In summary, Misty Lake Sticklebacks are found only in a highly restricted range within Canada. It is this endemism along with the evolutionary significance of the two forms existing in as a parapatric pair that supports their current status. Since there is no plan to purposely transplant them elsewhere, they will continue to be confined to a small area. It is likely that they will remain at some risk due to this highly restricted distribution. However, DFO is of the opinion that with the support of local governments, stakeholders and the public, recovery of the Misty Lake Sticklebacks is feasible.



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Gloria Le Gal, DCS
SUBJECT: Memorandum of Understanding between the Kwakiutl Nation, Quatsino First Nation, Gwa'sala-'Nakwaxda'xw Nations and the District of Port Hardy
DATE: 22 March, 2012

Attached is the proposed Memorandum of Understanding between the Kwakiutl Nation, Quatsino First Nation, Gwa'sala-'Nakwaxda'xw Nations and the District.

A resolution of Council accepting the Memorandum of Understanding is required.

Respectfully submitted,

Gloria Le Gal, DCS

**MEMORANDUM OF UNDERSTANDING BETWEEN
KWAKIUTL NATION, QUATSINO FIRST NATION,
GWA'SALA-'NAKWAXDA'XW NATIONS AND
THE DISTRICT OF PORT HARDY**

1. The Kwakiutl Nation, Quatsino First Nation, Gwa'sala-'Nakwaxda'xw Nations, and the District of Port Hardy (collectively called the "Parties") are committed to the idea of collaborating on mutually beneficial economic development projects.
2. The abiding principle of cooperation between the parties shall be mutual respect and recognition.
3. Where a Party or Parties elect not to proceed with agreed upon collaborative projects, the Parties will engage in the following procedure:
 - 3.1 The Party or Parties electing not to proceed will itemize the concerns in a letter addressed to the other Parties; and,
 - 3.2 Representatives from each party commit to attending one meeting to explore the differences in approach to the itemized concerns referred to in section 3.1. If agreed by the representatives, the assistance of an independent facilitator may be requested for this meeting.
4. This Letter of Agreement is intended to be consistent with the North Island Regional Protocol Agreement, specifically article 2, which states:

Article 2 – Maintenance and Strengthening of Relationships

 - 2.1 The parties agree that they will meet as needed collectively or in smaller groups to promote and encourage open and constructive dialogue.
 - 2.2 The parties agree to inform one another on their respective governance protocols and processes to the end of maximizing mutual understanding.
 - 2.3 Interested parties may explore and initiate protocols or policies of mutual social, economic, cultural and environmental importance.
 - 2.4 The parties agree to meet collectively as needed to review and update this protocol, which is intended to be a living document.
5. This Memorandum of Understanding does not commit any of the Parties to participating in economic development projects.



**DISTRICT OF PORT HARDY
ECONOMIC DEVELOPMENT COMMITTEE**

MINUTES OF THE MEETING HELD MARCH 13, 2012

Call to Order: Mayor Bev Parnham

Time: 2:05 p.m.

Present: Mayor Parnham, Councillor Tidbury
R. Davidge, CAO
P. Smedley, Economic Development and Community Coordinator
L. Driemel, Recording Secretary

Regrets: Councillor J. Dorward

1. Acceptance of Minutes from the Feb. 14, 2012 meeting

Moved/Seconded/Carried

THAT the minutes of the Economic Development Committee meeting of February 14, 2012 be approved as presented.

2. Health Care Stabilization update

Mayor Parnham updated the Committee on the progress of the Local Hospital Working Group and advised that the report on local health care is being finalized and will be delivered to VIHA March 30, 2012. The report discusses short, medium and long term goals, utilizing the services of contract ER physicians, establishing a walk in clinic and nurse practitioners.

The Committee was advised of a Port Hardy Hospital Emergency Room closure this weekend and that one physician has left Port Hardy, one will be coming in June, one leaving in July. Physician recruitment is still very much an issue. The Committee discussed the various lures and signing' bonus practices of other communities to recruit physicians.

Mayor Parnham advised she has approached the PH Hospital Auxiliary regarding setting up and maintaining a locum residence. The Committee agreed there is a need for a good solid long term group of physicians to be established in the area.

The use of nurse practitioners was discussed and it was noted that there are doctors who do not fully support their use.

Mayor Parnham advised of provincial funding available to rural physicians for ER duties, a bonus if you run ER's without closures for three month periods. Port Hardy did not get it, did not keep the facility open.

The need for more dentists to serve the north island population of 12,000 was discussed. The payment program set up by the federal government to cover First Nations dental costs is slow to pay and does not cover all costs in dentists' fee schedules. Councillor Tidbury advised each First Nation community has a treatment room set up for dental clinics.

3. Scott Islands Initiative

Mayor Parnham advised the consultative draft is in its final stages. The Province of BC has appointed a person to review the draft and now seems to be involved, due to the possible economic hardships that will be generated by the wildlife marine designation. The Committee was advised that for now the uses that currently exist in the area will be grandfathered, however federal regulatory strategy can be changed at any time. It was agreed to it will be good if fisheries and transportation are allowed to go on as is. Mayor Parnham will continue with the Scott Island consultation process.

4. Birding - Homer, Alaska case study

Birding as an economic generator was discussed. Mayor Parnham requested the Committee members review the information in the Homer Alaska links provided in the agenda package.

Birding tours to the Scott Island area would be difficult due to wind and weather conditions, but there are many island and coastal inlets that could be birding sites.

5. Airport land use: best practice standards

Rick Davidge, CAO reviewed the history of the Port Hardy Airport, including the failed federal government divestiture program. Port Hardy, Sandspit and Penticton are the only remaining Transport Canada Airports in British Columbia. It was commented that it is difficult to get the airport manager involved in airport use issues as there is no mandate for them to work with the District.

Committee members were asked to review the Vanderhoof Airport Land use and Development Plan presented in the agenda package for comments and ideas that may be utilized at the Port Hardy Airport. The Mayor advised the 1997 Port Hardy Airport business plan was also available for review and comment.

The Committee discussed setting up a separate website for the Airport and/or a page on the District website with full information regarding airport services, tourism, and general services available in Port Hardy, similar to that of Penticton, (pages circulated by Mayor Parnham). The discussion included having information on the web page regarding land use at the airport, business opportunities and who viewers would contact Transport Canada or the District.

The possibility of calling it a regional airport was discussed.

Staff was directed to find out who to contact at Transport Canada, to obtain more information as to who actually flies in and out of the airport and any updated statistics that are available and to find out what are the requirements to have a Canada customs service at the airport.

Adjournment

Time: 3:10 pm

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DISTRICT OF PORT HARDY MEMORANDUM

TO: Mayor and Council
FROM: Rick Davidge, Chief Administrative Officer
SUBJECT: Regional District of Mt. Waddington Planning Service
DATE: March 21, 2012

Further to the Committee discussion on this subject, Council should provide a resolution to rejoin the full municipal participation in the Regional District of Mt. Waddington planning service.

Attached for background is an email from Greg Fletcher, Regional District Administrator, which outlines costs and voting rights of members. As Mr. Fletcher notes the total requisition remains as is whether or not Port Hardy becomes a full participant in the planning function.

Additional cost sharing for our increased participation will be \$8,527.00 for 2012.

Recommendation

I would recommend that Council consider the following motion:

THAT the District of Port Hardy become a full participant in the Regional District of Mt. Waddington planning function.

Respectfully submitted,

Rick Davidge,
Chief Administrative Officer

Rick Davidge

From: Greg Fletcher [gfletcher@rdmw.bc.ca]
Sent: Monday, March 19, 2012 5:17 PM
To: 'Al Huddleston'; 'Bev Parnham'; DougA@Namgis.bc.ca; drushton@wossable.com; 'Heidi Soltau'; mayor.portmcneill@telus.net; 'Phil Wainwright'
Cc: 'Rick Davidge'; 'Joe Mackenzie'; jlong@rdmw.bc.ca
Subject: Planning resolution

Hi;

Port Hardy recently had a committee meeting at which they decided to fully participate in the RDMW Planning Service. With Port Hardy in the service, the 2012 requisition would be unchanged from that shown in the budget but the distribution among members will change. The report below shows the process that guides changes to service participation. Keep in mind that we do not yet have a formal request from Port Hardy (they need to ratify the request at a full Council meeting) so that the motion that I am suggesting for consideration tomorrow (in red, below) does not specifically name Port Hardy.

Since 1999, the three Municipalities in the full planning service shared 20% of the Electoral Area costs of the service in accordance with s804.1 of the LGA which states ;

"804.1 (1)

(c) if one or more municipalities have entered into an agreement under subsection (2) to share only some of the costs, those costs are to be recovered in accordance with the agreements and the remaining costs are to be apportioned among the other participants;

(2) The board and a municipality may enter into an agreement that the municipality is to share in some but not all of the costs of services under Part 26, to the extent set out in the agreement and in accordance with the terms and conditions for the municipality's participation established by the agreement."

The current practice and cost sharing of the planning service was set in 2000 as follows (079/00):

" That the planning budget [for the year 2000] be divided into Regional Planning (40%) and Electoral Area Planning (60%) and further that the Electoral Area planning be shared by the Electoral Areas and 20% by participating municipalities according to the net taxable assessment of each jurisdiction."

On December 13th, the Regional District Planning Committee reviewed options for Port Hardy fully participating in the planning service and it was agreed that, with their added participation, the Municipal share of the Electoral Area cost of the service would be increased to 30%. As a result, a new motion, similar to that above, would be needed as follows at the meeting tomorrow:

" That, subject to the full participation of all Municipalities in the planning function, the planning budget be divided into Regional Planning (40%) and Electoral Area Planning (60%) and further that the Electoral Area planning be shared by the Electoral Areas and 30% by participating municipalities according to the net taxable assessment of each jurisdiction."

I would suggest that this motion be considered at the conclusion of the Planning Manager's report.

The terms and conditions of participation were outlined in the Planning Committee's Terms of Reference adopted in April, 2011:

“The voting rights of members and procedures depend in part on the level of funding provided by each of the member municipalities and electoral areas. There are three levels:

- 1) *Full Electoral Area Funding (60% of total planning requisition). Compulsory for all EAs. In turn, support is provided for Advisory Planning Committees or their equivalent in addition to a full range of services provided by the Planning Department. In addition to the right to vote on all issues, the EA Directors are provided the opportunity to make recommendations for all planning applications or initiatives that originate in their respective areas.*
- 2) *Full Municipal Participation (includes 20% of EA funding and full Regional funding). Full voting rights for all planning and budgetary matters.*
- 3) *Municipal Participation in Regional Planning Only (40% of total planning requisition, all parties participate). May only vote on referrals that a) arise from the Regional Plan (2004) or amendments thereof; b) relate to the funding of the Regional Mapping system or regional zoning or planning initiatives; c) relate to amendments to the regional zoning bylaw that are not related to specific parcels.*

Should the revised motion be adopted, number 2 would be amended to 30%. Port Hardy would then be requesting to come into the service on these conditions.

Estimated tax implications are as follows:

	Without PH (total Pl.)	Port Hardy as full Participant (& Municipal cost sharing of 30% of EA planning costs)		
		2012 Reg	2012 Rural	Total Pl.
Port Hardy	\$11,060	\$11,060	\$8,527	\$19,586
Port McNeill	\$14,656	\$7,588	\$5,850	\$13,439
Port Alice	\$9,070	\$4,696	\$3,621	\$8,317
Alert Bay	\$2,579	\$1,335	\$1,029	\$2,364
Area A	\$20,677	\$5,326	\$13,433	\$18,759
Area B	\$6,928	\$1,784	\$4,500	\$6,285
Area C	\$24,592	\$6,334	\$15,975	\$22,310
Area D	\$16,145	\$4,158	\$10,488	\$14,646
Total	\$105,706	\$42,282	\$63,424	\$105,706

The total requisition will remain as is, regardless of whether or not Port Hardy becomes a full participant in the planning function.

- *Greg Fletcher*
Administrator
Regional District of Mount Waddington
250-956-3301 (phone) 250-956-3232 (fax)
gffletcher@rdmw.bc.ca
www.rdmw.bc.ca



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Gloria Le Gal, DCS
SUBJECT: Referral, RDMW Zoning Amendment Bylaw
DATE: 12 March, 2012

We have received the attached information regarding the RDMW Zoning Amendment Bylaw 832, 2012.


The Rural (A-1) Zone applies to the majority of lands within the Regional District and includes lands adjacent to the District.

The proposed amendment, in brief is to:

- 1) Require subdivision for residential purposes to be undertaken by bare land strata plan where shared services, including access roads, driveways and moorage are proposed. In such cases, the total area of the land in the bare land strata plan, exclusive of those portions intended to provide access routes, divided by the number of strata lots must equal 4 hectares. In such circumstances, any common property areas that have been included in the aforementioned calculation to maintain the 4 hectare requirement shall be subject to a restrictive covenant which does not permit further subdivision;
- 2) Allow, in the case of a fee simple subdivision for residential purposes, where a portion of the property in the subdivision plan is to be returned to Crown and/or dedicated as park where a park dedication would normally not be required as per the requirements of the Local Government Act, the total area of the land in the subdivision, exclusive of those portions intended to be dedicated as road, divided by the number of fee simple lots must equal 4 hectares; and,
- 3) Require that a lot which fronts on a public road in a fee simple subdivision or access route in a bare land strata subdivision shall have a front lot line that is equivalent to a minimum of 10% of the perimeter of the lot. Where a lot is in a water access subdivision, it shall have a lot line adjacent to the natural boundary of the water body that provides access to the subdivision equivalent to a minimum of 10% of the perimeter of the lot. The Bylaw also includes provisions to apply to the RDMW for relief from the frontage requirements.

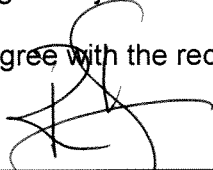
I recommend that the District respond as having no objection to the amendment.

Respectfully submitted,



Gloria Le Gal, DCS

I agree with the recommendation.



Rick Davidge, CAO



REGIONAL DISTRICT OF MOUNT WADDINGTON

STAFF REPORT

DATE: February 13, 2012

File No.: PROJ-06-2012

TO: Chair and Directors, Planning Committee

FROM: Jeff Long, Manager of Planning

RE: **Zoning Bylaw No. 21 – Subdivisions in the Rural (A-1) Zone**

PURPOSE

To provide, for the Regional Board's consideration, a draft zoning bylaw amendment that has the effect of amending the Rural (A-1) Zone of Zoning Bylaw No. 21 to allow lot averaging for bare land strata and fee simple subdivisions, and where water access only lots are proposed, a minimum frontage along the natural boundary of the water body providing access to the lot.

REGULATORY JURISDICTION

Part 26 "Planning and Land Use Management" of the *Local Government Act (LGA)* addresses local governments' roles regarding zoning bylaws. Section 903 gives local governments the authority to adopt a zoning bylaw. A zoning bylaw can only be changed by an amending zoning bylaw. In addition, Section 890 of the *LGA* stipulates that a local government must not adopt a zoning bylaw without holding a public hearing on the bylaw for the purpose of allowing the public to make representations to the local government respecting matters contained in the proposed bylaw.

BACKGROUND

Previously, the idea of increasing the minimum lot size of the Rural (A-1) Zone of Zoning Bylaw No. 21 was discussed vis-à-vis the Economic Development Commission and Planning Committee. These discussions relate to the fact that a number of privately owned properties have been removed from Tree Forest Licences (TFLs) and could now be developed for alternative purposes in accordance with applicable zoning regulations. Given that the Rural (A-1) Zone applies to these properties, the applicable regulations permit single and two family dwellings on lots with a minimum lot size of 4 hectares (9.88 acres). The concern is that there is a significant increase in the potential for scattered rural residential development that:

- 1) Has not been properly planned for and will be designed to meet the minimum lot size, but may not consider other important planning design issues related to such things as geotechnical hazards, flood prone areas, sensitive environmental features, etc.;
- 2) Will impact the use of the rural areas for resource based uses such as forestry and mining and may create land use conflicts with respect to resource based uses; and,
- 3) Will increase the demand for the provision of local government services in potentially inefficient and more expensive manners.

An increase to the minimum lot size would likely require property owners to apply to the RDMW to rezone their properties as a prelude to developing subdivisions that are composed of lots with lesser lot sizes than that required by the Rural (A-1) Zone. In this regard, the Regional District would be afforded more control over the form and character of new rural residential subdivision developments than it presently has. At its meeting on July 19, 2011, the Planning Committee did not move forward with a bylaw that would have the effect of increasing the minimum lot size requirement.

Since this time, the RDMW has received referrals from the Ministry of Transportation with respect to two subdivision applications on privately owned former TFL properties. One of these relates to a large 89 hectare (219 acre) property on Alice Lake which is dissected by the Southeast Main logging road. Due to the fact that the property is not served by a public road, this subdivision is proposed as a water access only subdivision. As a result, each lot has been designed so that it has frontage on Alice Lake. However, the lots have also been designed such that each has frontage on the Southeast Main which will give future property owners physical road access. This means that it is likely that lot owners will access their properties from the logging road and not the water. These factors, in combination with the need to design each lot such that it meets the minimum lot size requirement of the Rural (A-1) Zone, has resulted in long narrow lots that in some cases are irregular in shape. This property is also subject to geotechnical (steep slopes), flooding (Alice Lake, Link River and the creeks that flow through it) and environmental concerns (riparian areas, wetland areas) which may best be addressed as part of the subdivision design. Given the lack of control or influence afforded the RDMW at present, it is not possible to require changes that may better the subdivision development in addressing these factors.

If increasing the minimum lot size to encourage rezoning as part of rural subdivision developments is not a preferred route for effecting better subdivision control, one tool that could be utilized which would provide more flexibility to staff and property owners as part of the subdivision design and approvals process is to include lot averaging for bare land strata subdivisions. In this regard, the Provincial Bare Land Strata Regulations allow a subdivision to be approved where the total area of the land in the bare land strata plan (exclusive of those portions intended to provide access routes) divided by the number of strata lots is equal to the minimum lot size specified by bylaw. The advantage in using this approach is it allows lots of smaller sizes to be clustered in areas where development is suitable and preferred, while leaving other areas to be protected as undeveloped common property. This provides greater flexibility in the overall design of the subdivision.

An additional approach that would provide flexibility and greater incentive to property owners when considering subdivision development options, is to allow in the Rural (A-1) Zone, lot averaging for a fee simple subdivision wherein a portion of the property is to be returned to Crown or dedicated as parkland when such dedication would normally not be required by the legislation. This would have a similar effect to the approach used with respect to a subdivision as a Bare Land Strata in a fee simple form.

Lot shape/configuration is influenced by requirements related to lot frontage. Lots are typically required to have a minimum frontage on a public road. Where not specified in a zoning bylaw, the Local Government Act requires 10% of the perimeter of the lot be used to calculate the minimum lot frontage requirement. A minimum lot frontage requirement is not specified for the Rural (A-1) Zone. As a result, staff proposes that a regulation that requires the front lot line be a minimum of 10% of the perimeter of a lot, and in cases where a subdivision is water access only, that a minimum of 10% of the perimeter of the lot be located along the natural boundary with the water body providing access to the lot.

Staff has prepared the attached Regional District of Mount Waddington Zoning Amendment Bylaw No. 832, 2012 which has the effect of amending the Rural Zone (A-1) of Zoning Bylaw No. 21 to:

- 1) Encourage subdivision for residential purposes to be undertaken by bare land strata plan where shared services, including access roads, driveways and moorage are proposed. In such cases, the total area of the land in the bare land strata plan, exclusive of those portions intended to provide access routes, divided by the number of strata lots must equal 4 hectares. In such circumstances, any common property areas that have been included in the aforementioned calculation to maintain the 4 hectare requirement shall be subject to a restrictive covenant which does not permit further subdivision;
- 2) Allow, in the case of a fee simple subdivision for residential purposes, where a portion of the property in the subdivision plan is to be returned to Crown and/or dedicated as park where a park dedication would normally not be required as per the requirements of the Local Government Act, the total area of the land in the subdivision, exclusive of those portions intended to be dedicated as road, divided by the number of fee simple lots must equal 4 hectares; and,
- 3) Require that a lot which fronts on a public road in a fee simple subdivision or access road in a bare land strata subdivision shall have a front lot line that is equivalent to a minimum of 10% of the perimeter of the lot. Where a lot is in a water access only subdivision, it shall have a lot line adjacent to the natural boundary of the water body that provides access to the subdivision equivalent to a minimum of 10% of the perimeter of the lot. The Bylaw also includes provisions to apply to the RDMW for relief from the frontage requirements.

STAFF RECOMMENDATION TO THE PLANNING COMMITTEE:

As an alternative to increasing the minimum lot size of the Rural (A-1) Zone, the changes discussed in points 1, 2 and 3 above, if incorporated into the Rural (A-1) Zone of Zoning Bylaw No. 21, would provide greater flexibility to address planning and design issues associated with the development of subdivisions in rural areas without decreasing potential density for property owners. These changes have been included in attached Bylaw No. 832.

“THAT the Regional Board gives first and second reading to Regional District of Mount Waddington Zoning Amendment Bylaw No. 832, 2012 which proposes to amend the Rural (A-1) Zone of Regional District of Mount Waddington Zoning Bylaw No. 21, 1972 to introduce provisions related to the subdivision of land in the rural areas.

AND FURTHER THAT the Board directs staff to undertake preparations for advertising and conducting a public hearing with respect to Regional District of Mount Waddington Zoning Amendment Bylaw No. 832, 2012 at 3:30pm on March 20, 2012 at the Regional District office addressed as 2044 McNeill Road, Port McNeill, BC, in accordance with sections 890 and 892 of the Local Government Act.”

Respectfully submitted:



Jeff Long, MCIP
Manager of Planning



REGIONAL DISTRICT OF MOUNT WADDINGTON

BYLAW NO. 832

A Bylaw to Amend the Rural (A-1) Zone of Regional District of Mount Waddington Zoning Bylaw No. 21, 1972 to Include Provisions Related the Subdivision of Land

WHEREAS Regional District of Mount Waddington Zoning Bylaw No. 21, 1972 includes the vast majority of the Regional District in the Rural (A-1) Zone.

AND WHEREAS the Regional Board wishes to better guide subdivision development in the rural areas by providing flexible options for dealing with planning and design issues and considerations;

NOW THEREFORE the Board of the Regional District of Mount Waddington, in open meeting assembled, hereby enacts as follows:

1. Text Amendments

- a) Section A.1.1 MINIMUM SITE AREA of Schedule A Zone Regulations of Regional District of Mount Waddington Zoning Bylaw No. 21, 1972 is hereby deleted in its entirety and replaced with the following new section A.1.1 MINIMUM LOT AREA:

"A.1.1 MINIMUM LOT AREA

The minimum lot area shall be four (4) hectares except that the minimum lot area for hydro electric generation systems (HEG) shall be one (1) hectare and there shall be no minimum lot area requirement for public uses.

- b) Regional District of Mount Waddington Zoning Bylaw No. 21, 1972 is hereby amended by adding the following new section A.1.5 to Schedule A Zone Regulations:

"A.1.5 SUBDIVISION

Notwithstanding section A.1.1, the following options related to the calculation of the minimum lot size associated with subdivisions for residential purposes may be applied:

- (a) The Regional District of Mount Waddington (RDMW) shall require subdivision for residential purposes to be undertaken by bare land strata plan where shared services, including but not limited to, access routes, driveways and moorage facilities are proposed. In such cases, the total area of the land in the bare land strata plan, exclusive of those portions intended to provide access routes and driveways, divided by the number of strata lots must equal four (4) hectares. In such circumstances, any common property areas that have been included in the aforementioned calculation to maintain the four (4) hectare requirement shall be subject to a restrictive covenant which does not permit further subdivision, and depending on the purpose of such common area, the RDMW may require a restrictive covenant be applied that prevents further disturbance and/or development.
- (b) In the case of a fee simple subdivision for residential purposes, where a portion of the property in the subdivision plan is to be returned to Crown and/or dedicated as park where a park dedication would normally not be required as per the requirements of the Local Government Act, and the RDMW is in agreement with the proposed return to Crown or

park dedication, the total area of the land in the subdivision, exclusive of those portions intended to be dedicated as road, divided by the number of lots, must equal 4 hectares.”

- c) Regional District of Mount Waddington Zoning Bylaw No. 21, 1972 is hereby amended by adding the following new section A.1.6 to Schedule A Zone Regulations:

“A.1.6 FRONTAGE REQUIREMENTS

Where a lot is adjacent to a public road in a fee simple subdivision or common access route/road in a bare land strata plan subdivision, it shall have a front lot line that is equivalent to a minimum of 10% of the perimeter of the lot. With respect to a subdivision that requires relief from section 75(1)(a) of the Land Title Act (water access), each lot shall have a lot line adjacent to the natural boundary of the water body that provides access to the subdivision, equivalent to a minimum of 10% of the perimeter of the lot.

A Development Application may be made to the RDMW to request that the minimum frontage requirement for a lot or lots is reduced: 1) In the case of a fee simple subdivision, as per section 944(2) of the Local Government Act; and, 2) In the case of a bare land strata plan subdivision or a subdivision that requires relief from section 75(1)(a) of the Land Title Act (water access), as per section 922(1)(b) of the Local Government Act.

2. Citation

This Bylaw shall be cited for all purposes as “Regional District of Mount Waddington Zoning Amendment Bylaw No. 832, 2012”.

READ A FIRST TIME THIS 21ST DAY OF FEBRUARY, 2012

READ A SECOND TIME THIS 21ST DAY OF FEBRUARY, 2012

PUBLIC HEARING HELD THIS DAY OF , 2012

READ A THIRD TIME THIS DAY OF , 2012

APPROVED BY THE MINISTER OF THE PROVINCIAL MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT THIS DAY OF , 2012

RECONSIDERED AND ADOPTED THIS DAY OF , 2012

GREG FLETCHER
ADMINISTRATOR

AL HUDDLESTAN
CHAIR

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DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Gloria Le Gal, DCS
SUBJECT: Request for District Time at Civic Centre
DATE: 20 March, 2012

Mount Waddington Coordinated Workforce Initiative's is organizing a "Career Connectors" event.

Current plans are:

- Fri. Oct. 26 - 8:00 – 9:00 a.m. Event participants set up at their tables or booth displays
- 10:00 a.m. to 3:00 p.m. K-12 and post-secondary students tour (open to public as well)
- Sat. Oct. 27 10:00 a.m. to 2:00 p.m. Open to public

They have requested the District's time for use of the Civic Centre. The District is permitted 40 calendar days use per year. This accommodates District events, District sponsored events and summer events run through the Recreation Department.

Costs of rental

Friday, all day	\$ 250.00	
Saturday, 4 hours plus 1 hour cleanup	<u>175.00</u>	\$ 425.00

Not included: kitchen rental if required, set up and clean up by Lions Club, equipment

Council direction is requested.

Respectfully submitted,

Gloria Le Gal, DCS



DISTRICT OF PORT HARDY

BYLAW 04-2012

**A Bylaw to Amend Bylaw 14-2011
Being the User Rates and Fees for 2012**

WHEREAS the Council of the District of Port Hardy deems it expedient to amend a portion of Bylaw 14-2011;

NOW THEREFORE, the Council of the District of Port Hardy in open meeting assembled ENACTS as follows:

1. Title

This bylaw may be cited as the District of Port Hardy Rates and Fees for 2012 Amendment Bylaw 04-2012.

2. Authorization

Bylaw 14-2011 is amended as follows:

- a) Amend Schedule B – Sewer Rates as shown on Attachment A of this bylaw;

3. Attachments

All attachments to this bylaw form a valid portion of said bylaw.

4. Severability

If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

Read a first time on the 13th day of March,2012.
Read a second time on the 13th day of March,2012.
Read a third time on the 13th day of March,2012.

Adopted on the _____ day of _____, 2012..

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Attachment A

SCHEDULE B - SEWER RATES

<p>1. Rates - Inspection and Connection Fees Before any owner's sewer is connected to a sewer connection or public sewer, the owner of the lands requiring such connection or his agent shall make application to the office of the District, upon such form as provided from time to time, for a permit to connect the owner's sewer to the sewer connection or public sewer, and he shall pay to the District a sewer inspection/connection fee as follows:</p>		
a)	where installation of sewer connection exists, for standard 100 mm (4") connection an inspection/connection fee of:	\$ 75.00
b)	Application for any sewer service will be subject to: i. Initial application analysis fee (may be combined with water/storm sewer application analysis fee). ii. Connection fees (all sizes) shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work, with an initial deposit of 125% of the cost of the work as estimated by EPCOR Water Services, with any excess amount billed at the time the work is complete, or any surplus fees refunded upon reconciliation of the account. The application fee will be deducted from the actual costs of the job.	\$475.00 At cost
<p>2. Seniors Discount Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owners Grant Act</i>.</p>		
<p>3 Re-Inspection Fee An inspection fee shall be paid to the District for each additional inspection required after the first inspection because of defective materials or workmanship.</p>		\$ 75.00
<p>4 Quarterly Rates - The rates reflected in this schedule are based on a flat rate billing system.</p>		
		Rate per quarter
1	For each residential dwelling unit	\$ 95.95
2	For each office, shop or store	\$ 105.78
3	For each supermarket	\$ 229.41
4	For each bakery	\$ 105.78
5	For each restaurant	\$ 336.18
6	For each lunch room or delicatessen	\$ 143.91
7	For each soda fountain or hot dog stand	\$ 105.78
8	For each hotel/motel - per unit	\$ 19.19
9	For each lounge	\$ 280.56
10	For each beer parlor	\$ 345.42
11	For each Laundromat - per washer	\$ 32.30
12	For each non-profit organization and hall	\$ 105.88
13	For each civic swimming pool	\$ 955.22
14	For each arena	\$ 671.32
15	For each athletic club	\$ 336.18
16	For each theatre	\$ 105.78
17	For each hospital - per bed	\$ 67.52
18	For each school - per classroom	\$ 95.66
19	Light Industrial	
	5 employees or less	\$ 105.78
	6 - 15 employees	\$ 240.52
	16 - 30 employees	\$ 383.85
	Large water users	\$ 633.48

Attachment A

SCHEDULE B - SEWER RATES
(continued)

		Rate per quarter
20	For each service station/garage	\$ 105.78
21	For each car wash	
	For 1st stall	\$ 175.04
	Each additional stall	\$ 54.81
22	For each cannery	\$ 643.61
23	For each marina	\$ 104.11
24	For each campground - per stall	\$ 8.22
25	Metered sewage per cubic meter	\$ 1.26
26	Other users	\$ 105.78
27	For each airport hangar	\$ 240.52
28	For each airport terminal building	\$ 596.26
29	Manhole	
	For residents of the District	\$ 23.10 per pumper truck load
	For non-residents	\$ 57.58 per pumper truck load
30	Fish Hatchery	\$ 110.89
31	Sani Station	\$ 102.76