



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
OFFICE: 250-557-4295
Public Works: 250-557-4295
FAX: 250-557-4568
Email: office@portclements.ca
Web: www.portclements.ca

7:00 PM Regular Meeting of Council, Monday, July 18th, 2022

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
D-1—Information on Programs/Funding – Amy Wong, BC Housing
3. **MINUTES**
M-2—June 20th, 2022, Regular Council Meeting Minutes
M-3—June 29th, 2022, Special Council Meeting Minutes
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
UB-1—June 6th, 2022, Regular Council Meeting Minutes
5. **ORIGINAL CORRESPONDENCE**
C-1—INFO— Long Term Care, Time for Change Working Group – Century House, Time for Change Working Group
C-2—REQUEST—Support for UBCM Resolution – Stand.Earth
C-3—REQUEST—Support for UBCM Resolution – Town of Gibsons
C-4—REQUEST—Support for UBCM Resolution—City of New Westminster
C-5—RESPONSE—Summer service Levels on Route 11 and 26 – BC Ferries
6. **FINANCE**
F-1—2022 2nd Quarter Financial Report – Senior Finance Manager Bell
7. **GOVERNMENT**
G-1— Application for Funds – Port Clements Historical Society – Deputy CAO Cumming
G-2—2022 2nd Quarter Progress Report on Strategic Plan
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
R-1—INFO -- Regular Report on Current Operations – Deputy CAO Elizabeth Cumming
10. **ACTION ITEMS**
A-1—Action Items List
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **IN-CAMERA**
13. **ADJOURNMENT**



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For more information please contact by:
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Email: cao@portclements.ca

Delegation to Council Application Form

Applicant Group/Individual Name: Amy Wong, BC Housing
Mailing Address: 1701-4555 Kingsway, Burnaby, BC V5H 1Z4 V8
Telephone: 604-456-8843 **Email:** awong@bchousing.org

Subject of Delegation: Information on BC Housing programs / BC Housing funding

Purpose of Delegation:

****Please note that delegations regarding any aspect of an Official Community Plan or a zoning application are prohibited between the conclusion of a Public Hearing and the adoption of a Bylaw and may not come before Council at that time.****

- Question for council
- Requesting information
- Requesting a letter of support
- Requesting funding

Other (provide details): Providing information to Council on programs/funding, etc, to Council at CAOs request.

Contact Person (if different from above): _____

Telephone number: _____ **Email:** _____

It is recommended that if an applicant has a deadline or specific time constraint then the applicant should make their delegation application to a Council Meeting that has at least one other Council Meeting occurring before this deadline.

Please note that your delegation may not be on the date requested due to prior commitments, staff resources or at the Chief Administrative Officers' discretion due to subject matter. Your delegation is not confirmed until it is approved by the CAO and you have been contacted by Village staff.

Council Meeting date requested: July 18, 2022

Attending delegate (if different from above): _____

D-1

Delegation Requirements:

If approved the name of the delegation and its subject will be published in the Council Meeting Agenda, which is made available to the public and on our website. This is not optional and cannot be withdrawn from the public record.

If you wish to provide supporting documentation to be published in the Agenda, it must be provided to our office no later than **1:00 PM on the Wednesday prior to the Council Meeting**. After the Agenda's deadline the delegation must bring its supporting document to the Council Meeting for distribution. It is mandatory to bring 7 copies for Council and Staff

Delegation Rules at Council Meetings:

1. **The delegation has a 10 minute time limit for speaking to Council.** This limit is regardless of how many speakers the delegation presents as part of their delegation. This limit also includes time for any questions.
2. The presentation must be directed at Council in a respectful and collaborative manner. The meeting Chairperson will indicate who has the turn to speak and in what order: interrupting and talking over someone when they are speaking is strongly discouraged. Disrespectful and abusive language will not be tolerated.
3. **Do not expect an immediate answer or response to your delegation:** Council may refer to staff for more information or postpone it to another meeting for further consideration. Council reserves the right to make its decision in its own time and will not be pressed to a decision due to a delegate's deadline.

I understand and agree that I have been advised on the rules and requirements of a delegation to Council and I agree to these terms.

Name: _____
Date: _____

NA.

Signature: _____

For Office Use Only:

Date Application Received: N/A. Documents Submitted with Application: N/A.
Application Received by: N/A. Signature: N/A.

Approved

Declined

Other (please specify): _____

Council Meeting Appearance date of Delegation: July 18, 2022

[Signature]
Signature of Chief Administrative Officer

July 19, 2022
Signature Date

D-1



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Minutes of the Regular Meeting of Council, Monday, June 20th, 2022

Present:

Mayor Doug Daugert
Councillor Kelly Whitney-Gould
Councillor Ian Gould
Councillor Brigid Cumming

Not Present:

Councillor Kazamir Falconbridge

CAO Marjorie Dobson

Members of the public: Kaitlyn Bailed (Haida Gwaii Observer)

Meeting Called to Order at 7:00 PM

Mayor Daugert: I call to order this meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

2022-06-165—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT Council adopts the June 20th, 2022, Regular Council Meeting agenda as presented.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

3. MINUTES

M-1—June 6th, 2022, Regular Council Meeting Minutes

2022-06-166—Moved by Councillor Gould, seconded by Councillor Cumming

THAT Council opens the June 6th, 2022, Regular Council Meeting Minutes for discussion of the implications of Section 11 of the minutes.

CARRIED

2022-06-167—Moved by Councillor Cumming, seconded by Councillor Gould

THAT Council defers the adoption of the June 6th, 2022, Regular Council Meeting Minutes to the next Regular Council Meeting pending section 11's revision.

CARRIED

4. ORIGINAL CORRESPONDENCE

C-1—INFO— May Board Highlights – North Coast Regional District

C-2—INFO— Vegetation Crews Working – BC Hydro

2022-06-168—Moved by Councillor Gould, seconded by Councillor Cumming

THAT Council receives C-1 May Board Highlights from the North Coast Regional District, and C-2 the information on the vegetation crews working from BC Hydro, for information.

CARRIED

C-3—REQUEST/INVITATION— Townhall for Federal Funding for Rural Communities- Damien Kurek, MP
& Jacques Gourde, MP

2022-06-169—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT Council receives the letter on the Townhall for Federal Funding for Rural Communities from
Damien Kurek, MP & Jacques Gourde, MP for information purpose
CARRIED

C-4—INVITATION—Virtual Focus Group BC Building Code Requirements – Dan Coulter, Secretary for
Accessibility

2022-06-170—Moved by Councillor Gould, seconded by Councillor Cumming
THAT Council receives the information on the Virtual Focus Group BC Building Code Requirements from
Dan Coulter, Secretary for Accessibility.
CARRIED

5. FINANCE

F-1—2021 State of Financial Information (SOFI) Report

2022-06-171—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT Council approves the 2021 Statement of Financial Information Report
CARRIED

6. GOVERNMENT

G-1— Golden Spruce Trail Extension Study

2022-06-172—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT Council authorizes an additional expenditure of \$1850 for the Golden Spruce Trail Extension Study
project from the Village's reserve funds to increase the total project budget from \$11,150 to \$13,000.
CARRIED

G-2-- Water Treatment Plan Upgrade – Well #3 Outfitting & Connection

2022-06-173—Moved by Councillor Gould, seconded by Councillor Cumming
THAT Council waives the Purchasing Policy, and award the project to BV Electric Ltd.
CARRIED

7. NEW BUSINESS

8. REPORTS & DISCUSSIONS

R-1—INFO -- Regular Report on Current Operations – CAO Marjorie Dobson

R-2—INFO—Official Community Plan Framework

Mayor Daugert: Attended the Recreation Commission icecream event on June 12th. June 15th Misty Isles Economic Development Society had its AGM, Regular Meeting and In-Camera meeting in Queen Charlotte. Mayor Daugert resigned as MIEDS chair and Evan Putterill, Area E Representative, assumed the chairmanship of MIEDS. Discussion with new ecommerce coordinator, Amanda Salmon, who has gone over the entire website and fixed up some issues – costs will increase for the website service – and is looking into website maintenance training for businesses, and other computer literacy. There will be ongoing function of MIEDS of having to maintain the website, with significant requirements for the ecommerce site. MIEDS executive director Jenn Rutt sent in her letter of resignation but agreed to act in a temporary capacity for the month of July; MIEDS will be going into a recruitment search. Identifies that MIEDS should investigate developing a strategic plan for direction. On June 17th had a North Coast Regional District Meeting, attended electronically, only item on Haida Gwaii was trail expansions down in Sandspit, using Regional District Gas Tax money. Will be attended Village information booth at Canada Days for the Official Community Plan, and for Council election recruitment.

Councillor Cumming: Attended Recreation Commission meeting on 16th. Involved with being onsite organizer of Canada Days, has confirmed event schedule that is going out in the mail. Identified tourism visitor numbers at Museum.

Councillor Gould: Attended Vancouver Island Regional Library Meeting last weekend. Split meeting with a grant opening of the Sooke library. They got a tendering package back for the Port Alberni upgrades, went \$800,000 above original budget estimates for project (80% above). They decided to defer back to staff to have them reconsider – come up with other options/ideas, but not turning down the tender. It does not auger well for other projects on the go – such as the Masset Library replacement. Increases to BCGEU and the last contract settlement, among other expenses, we are probably looking at a 6-7% increase in the request from VIRL for funding, which may pose a challenge, and this increase may just be operational, not including capital.

Councillor Whitney-Gould: Meeting with Marjorie on remaining Vibrant Community Commission projects and priorities for this year – 1. Finishing up new swimming hole, 2. St. Marks, 3. Benches for community. Progress has been made on new swimming hole. Worked on Gazebo with staining. Put out request/advertisement for Commission member recruitment – no takers so far. Sent email to Brent at Ministry of Transportation, for overview of steps to be taken to address crosswalk issue in Port Clements to be able to forward it to Mike Farnsworth and keep pressure on issue. In continuing discussion with Julia Breese and Kim Mushynsky on development of tourism website but having challenges. Question/identification about ‘processing fee’ on payment portal on Village website.

2022-06-174—Moved by Councillor Cumming seconded by Councillor Whitney-Gould
THAT Council receives the written and verbal reports from Council and CAO Dobson.
CARRIED

9. ACTION ITEMS

A-1—Action Items List - none

10. QUESTIONS FROM THE PUBLIC & PRESS

Question – Kaitlyn Bailey (Haida Gwaii Observer): Was the letter regarding the request for support to increase BC Ferry Sailings supported?

Answer: The letter from the Protocol Table to increase the BC Ferries sailings was supported by Council. We believe that it has been sent off already, with the approval of all the parties whose support was requested.

11. IN-CAMERA

12. ADJOURNMENT

2022-06-175—Moved by Councillor Brigid Cumming
THAT Council adjourns this meeting at 8:15 PM
CARRIED

Mayor Doug Daugert

CAO Marjorie Dobson



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Minutes of the Special Meeting of Council, Wednesday, June 29th, 2022

Present:

Mayor Doug Daugert
Councillor Kelly Whitney-Gould (via conference)
Councillor Ian Gould (via conference)
Councillor Brigid Cumming
Councillor Kazamir Falconbridge

CAO Marjorie Dobson
Deputy CAO Elizabeth Cumming

Members of the public: none

Meeting Called to Order at 12:02 PM

Mayor Daugert: I call to order this meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

2022-06-176—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adopts the June 29th, 2022, Special Council Meeting agenda as presented.
CARRIED

2. GOVERNMENT

G-1—2021 Annual Municipal Report
2022-06-177—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council approves the 2021 Annual Report.
CARRIED

3. ADJOURNMENT

2022—06-178—Moved by Councillor Falconbridge
THAT Council adjourns this meeting at 12:08 PM
CARRIED

Mayor Doug Daugert

CAO Marjorie Dobson

M-2



The Village of
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REPORT TO COUNCIL

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Author: Elizabeth Cumming, Deputy CAO
Date: July 18, 2022
RE: Legal Advice – Questions from the Public & Recording of Council Meetings

BACKGROUND:

At the June 6th, 2022, Regular Council Meeting questions were posed to Council by a member of public that had provocative phrasing that potentially could have implications to the individual if members of the wider community took offense to it.

At the June 20th, 2022, Regular Council Meeting on review of the June 6th, 2022, Regular Council Meeting Minutes concern was identified by Council on the Village's practices to not anonymize questions in the record, whether the questions should be extensively summarized (rather than minorly summarized or verbatim), and whether Council should give notice that Council Meetings have audio recordings taken of them. Council decided to defer the adoption of the June 6th, 2022, minutes until clarification was received.

DISCUSSION:

Staff contacted their network of Corporate Officers, (serving in BC), to find out how they handle recording questions posed by the public in their minutes. A variety of responses were received. A common response was that questions were not recorded at all in the minutes, some only noting in the record that "An opportunity was provided for the public to comment". Of those that did record the questions asked, they identified that they do record the name of the person asking with the question, some even go further by also including the residential address of the person asking the question in their minutes.

When asking for their practice on to what extent they record the questions, with some exceptions, most questions are summarized rather than verbatim, but they stay accurate to what was asked and how it was asked.

Given this variety of responses, and a review of legislation that did not provide clear guidance, staff reached out to legal for clarification.

The lawyer identified that per the *Freedom of Information and Protection Privacy Act*, which regulates the collection, use, disclosure, and storage of personal information, is applicable to this situation. Specifically, that section 26(g) of *FOIPPA* may apply, which is the situation where information is collected by observation at an event which is open to the public at which the individual voluntarily appears. In this the Village can collect the names of the people asking the questions they are posing and does not need to anonymize them from their questions.

However, the lawyer identified that it is their recommendation to avoid collecting the questions/names unless the collection of that information relates directly to and is necessary for a program or activity of the Village. For example, it may be necessary/relevant at public hearings as the address of the speaker may be relevant to the impacts of a particular development on that person. Most questions asked by the public are not to the threshold of being necessary or essential for a program or activity of the Village. It may be better practice for the Village to not record the questions/answers at all in the minutes, like several other communities.

Even if it was decided to simply extensively summarize and anonymize the questions, it would be difficult to realize anonymity in our community and it may have unintended effects. All the names of those attending Council Meetings are recorded elsewhere in the minutes, and the attending members of public are infrequent and in low volumes, often one or two attendees or very small groups. At the June 6th, 2022, meeting, there were only two members of public attending, only one of which was a resident. Even summarized rather than verbatim, it is not difficult for other residents to conclude who the asker of the question was and take offense if they did not like the question.

Further, if the main consideration of anonymizing is out of concern for the wellbeing from potential consequences for people asking a question, there should be consideration for the wellbeing of people who have an anonymized question misattributed to them (due to being one of the potential askers for having attended the meeting). In such a situation, the wider public mistakenly directs their attention at them instead of the person who asked the question. While in a small community it may be reasonable to expect that such situations would be cleared up in a relatively short time, it is still a situation that could occur and potentially escalate (ex. over Facebook) into a more difficult situation.

On the connected, but separate matter regarding the question of audio recording of the Council Meetings, the lawyer identified that they are not aware of any legal requirement for the Village to provide notice that the Village is recording the public Council Meetings. Again, section 26(g) of FOIPPA may be applicable, and if the recordings became disclosed, section 33(f) would apply. In Canada broadly, the general rule with respect to the legality of surreptitious audio recording is that only one party of the conversations needs to consent, while there are exceptions, in this case the Village, as a body participant in these public meetings and conversations, has consented to the recording.

The lawyer identified that they believe, that while not legally required, it is good practice to give notice and identified their awareness of communities that provide this notice by posting it in their Council Chambers, where the meeting is held, or on the door of the Council Chambers. Staff have posted this signage in our Council Chambers and on its door accordingly. Further notification may be helpful, but is beyond what they have noticed other communities engaging in.

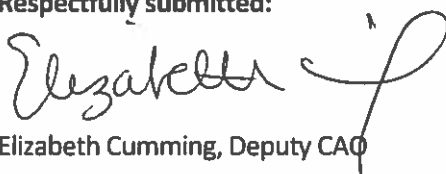
CONCLUSION:

In its current practices of its record keeping with its minutes and audio recording of the Council Meetings, the Village is within municipal norms/practices and is not infringing on legal expectations for privacy. It is recommended, however, to avoid the collection of information as much as possible, even if it is legally permitted.

Direction is needed by Council if they want to change the current minute-taking practices; as it is, staff have further summarized the questions posed on the June 6th, 2022, minutes, but have kept them accurate to what was asked and how it was asked.

STRATEGIC	(Guiding Documents Relevancy – Community Charter/FOIPPA) The Village’s recording practices are in line with privacy legislation and municipal norms.
FINANCIAL	(Corporate Budget Impact) N/A
ADMINISTRATIVE	(Workload Impact and Consequence) Minimal decrease in staff time spent on minutes if no longer recording questions.

Respectfully submitted:



Elizabeth Cumming, Deputy CAO

UB-



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Minutes of the Regular Meeting of Council, Monday, June 6th, 2022

Present:

Mayor Doug Daugert
Councillor Kelly Whitney-Gould (by conference)
Councillor Ian Gould (by conference)
Councillor Brigid Cumming
Councillor Kazamir Falconbridge

CAO Marjorie Dobson
Deputy CAO Elizabeth Cumming

Members of the public: Kaitlyn Bailey (press), Dale Lore

Meeting Called to Order at 7:01 PM

Mayor Daugert: I call to order this meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

2022-06-155—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adopts the June 6, 2022, Regular Council Meeting Agenda as presented with the correction of the heading date of 'June 6' instead of the incorrect 'May 16'.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

3. MINUTES

M-1—May 16th, 2022, Regular Council Meeting Minutes
2022-06-156—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adopts the May 16th, 2022, Regular council Meeting Minutes as presented.
CARRIED

M-2—May 27th, 2022, Special Council Meeting Minutes

2022-06-157—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adopts the May 27th, 2022, Special Council Meeting Minutes.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

5. ORIGINAL CORRESPONDENCE

C-1—INFO—Name Change to 'Village of Daajing Giids' in progress – Village of Queen Charlotte
2022-06-158—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT council receives from the Village of Port Clements information of their name change to 'Village of Daajing Giids' being in progress.
CARRIED

C-2—INFO/COMMUNICATION— Haida Gwaii Paramedics -- MLA Jennifer Rice

VB-

2022-06-159—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council receives the letter to Haida Gwaii Paramedics from MLA Jennifer Rice.
CARRIED

C-3—REQUEST—Request for Support for Request to increase BC Ferries sailings – Haida Gwaii Protocol Table
2022-06-160—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council supports the letter from the Haida Gwaii Protocol Table and authorizes Mayor Daugert to sign
it on behalf of the Village of Port Clements.
CARRIED

C-4—REQUEST—Interview/Introduction with Councillor—Kaitlyn Bailey, Black Press Media
2022-06-161—Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT Council receives the interview/introduction request from Kaitlyn Bailey with Black Press Media.
CARRIED

6. FINANCE

7. GOVERNMENT

G-1—Credit Card Limit Increase – Deputy CAO Elizabeth Cumming
2022-06-162—Moved by Councillor Falconbridge, seconded by Councillor Whitney-Gould
THAT Council requests an increase of its credit limit for its credit card account with Collabria to \$70,000.
CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

R-1—INFO -- Regular Report on Current Operations – CAO Marjorie Dobson

Mayor Daugert: Received a very nice thank you card from the class that they attended to show at least basics of municipal governance to the younger students in the Port Clements Elementary School. On May 19th held an in-camera Misty Isles Economic Development Society meeting to discuss pending issues. On May 25th attended climate action plan webinar hosted by the Province (got very little information out of it), also attended the first in-person All-Islands Protocol Table meeting in 2 years, nice to re-establish relationships with Haida leadership to discuss common goals (one idea proposed was an All-Island Spring Cleanup altogether on the same days with bins in every community, proposed by Daajing Gids/Queen Charlotte, referred to the CAOs to work on). On May 27th attended a Northwest Hospital District Meeting online, intended to attend in person but fell ill and phoned in instead. It had a very long in-camera session around future visions of service delivery from staff, staff requirement is an ongoing problem and staff do not appear to understand all the difficulties of transporting patients to other communities in the North, especially in wintertime. Once again, they talked about having specialized centres in Prince Rupert, trauma centre in Terrace, might have some other specialty in Kitimat and Prince George. It was pointed out that this was a difficult model because it was asking people to travel in some of the worst conditions at the worst time of year for it, for both patients on Haida Gwaii and the central coast that need to get to these locations and face the same challenges. If they go to specialized services in different communities, are they going to be transporting people from Terrace to Prince Rupert? It is concerning that they do not recognize the difficulties with transportation when they seem to recognize how difficult it is for them to transport a staff member to Haida Gwaii for chemotherapy services. The local directors are keeping the pressure on and reminding them, but it is almost built into the system that they are centred to where they are than what would be useful for managing the healthcare system. On May 27th attended North Coast Regional District meeting online, discussion on items that were not relevant to Haida Gwaii/Port Clements, though they asked for letter for increased ferry service and a land application from within Masset that affects us in retaining a Masset business – amendment to their water lot to include all their infrastructure with fish processing facility. On May 31st attended All-Island Emergency Management Committee Meeting online, was an interesting meeting but was quite a large meeting, and difficult to make out conversations due to sidebar conversations.

UP

Councillor Falconbridge: Attended the All-Island Emergency Management Planning Committee meeting. Lots of good conversation, discussion for consideration for switching from ePact to a new service provider, Buoyant, for notification system – Old Masset seems to be directing that, as well Old Masset is looking at alternative exit routes and setting up their own evacuation centre for their emergency response. When it comes to off-island medical services, if things cannot be arranged to occur in Prince Rupert (with the specialists/equipment timing) then they have to go to Prince George – medical covers the cost of travel but they do not cover the cost of lost wages. We have a low population (<4000) we are unlikely to ever get the CAT scan machine or MRI machine, or even if we had it, we cannot keep the staff here as there is not full-time demand for it. Junior Canadian Ranger Patrol is available for assistance during emergencies for the Village.

Councillor Gould: NDIT and VIRT meetings upcoming. Involved with and checked out campground work and sewer lagoon projects there.

Councillor Whitney-Gould: Attended the Special Meeting regarding the bird tower on May 27th. Had a meeting with CAO Marjorie on the Seaview Ramp project regarding options/ideas. Saw more work done at the swimming hole: the outhouse is installed, new gazebo is not yet in place but is onsite, swimshack is in place. They got positive feedback from neighbours to the swimming hole. The Vibrant Community Commission has advertised for new members as the membership has gone down to very few – they are asking for people to put their names forward. Back when the Vice-premier was on Island a few months ago, they had asked about getting crosswalks in town, recently the Ministry of Transportation sent a rep to meet with staff at the end of May to talk about getting crosswalks in place. The main problem they have with them in getting them placed in front of Bayview Market is the visibility requirements before and after a crosswalk. They discussed consideration for making the speed limit 30km in town, which may help with that. Took them on a tour to view three sites that were considered for a crosswalk possibility, but one is not viable due to visibility and driveways. The ministry is going to be putting in a data board to reflect the amount of traffic and do a full review and assessment of the movement in Port Clements – she pushed them to not just look at past data for determining their ability to move forward, but to look at current data and alternatives. To consider that we have no sidewalks in town and that is an exacerbating factor for need for crosswalks. Their rep was open to working with the community on the issue. She communicated unhappiness on the outcome so far on crosswalks. They identified that it will take about year before real changes could happen; impression that in next few months they would connect back with the Village on this.

Councillor Cumming: Attended the Special Council Meeting on May 27th, attended All-Island Emergency Management Committee meeting, attended a Recreation Commission meeting on June 2nd. Big focus was on Canada Day Weekend at end of the month, with another meeting to confirm everything on the 16th and hoping to have a celebration on weekend of July 2/3. Watch for a post on the Village's Facebook feed tomorrow. Seeing good numbers at Village Information Centre, numbers comparable with 2018/2019 visitor rates.

2022-06-163—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council receives R-1 and verbal reports from Council and CAO Dobson.
CARRIED

R-2—INFO—M&B Subdivision/Official Community Plan – CAO Marjorie Dobson

2022-06-164—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council receives the M&B Subdivision/Official Community Plan report from CAO Marjorie Dobson.
CARRIED

10. ACTION ITEMS

A-1—Action Items List

11. QUESTIONS FROM THE PUBLIC & PRESS

Question – Dale Lore: How can it be this difficult to get crosswalks in Port Clements? Without crosswalks it makes it illegal to cross the street – it is jaywalking – and Bayview market is a prime area for an accident to occur.

Answer: For it to be jaywalking to cross the street outside of a crosswalk it would need to be a provision in bylaw; it is not illegal to cross the road otherwise.

Question – Dale Lore: Regarding the M+B Subdivision, Mr. Lore identified willingness to go into public-private partnership to develop the property. Port Clements has a wonderful opportunity where they have land to develop and could put assisted living in; Council's responsibility is to grow the community, and he would like to see Council to set up the framework to develop it.

Answer: It is capital from capitalists and business that grows the community, though politicians can pave the way to get the ball rolling. While the public-private partnership idea has worked in some places, they would like to see what all the options are for them to consider first. The Village did engage in such a public-private partnership for the development of the container port in the Village and that relationship did not work, did not materialize the port.

Question – Dale Lore: Regarding Canada Days and reconciliation issue. Talking with his Haida connections, changing the name of Canada Days does not change anything, does not change the relationship.

Answer: We have not yet received a response to our letter to the Council of the Haida Nation and hereditary chiefs.

Question – Dale Lore: Councillor Falconbridge, are you a member of the Fire Department? The Fire Department used to have more engagement in community, and community events, in return for the investment put into the Fire Department. This investment has increased, but with declining community engagement. Volunteers are no longer interested in running events and participating or have died without replacement – but things happened in the community because people did things to make them happen. The Fire Department does not have the same daily dependency as other emergency services, but the community puts money into it – what is coming back from the Fire Department? We used to be a community of volunteers, what happened? Why is it that everyone wants all these things to entertain them, but no one is willing to step up to the plate to do them? We cannot do these things without people putting in the effort into the community and it is not happening right now.

Answer: Councillor Falconbridge has been a member of the Fire Department for 14 years. Volunteer burnout has been an issue all over the place; it is a systematic, socio-cultural issue that is not specific to just Port Clements. The volunteers available are aging, and younger volunteers are not replacing them. Some people are volunteering for many things, but no one else stepping up in the community is an issue. The Firefighters have been involved in events for their fundraising activities, where traditionally they used that money to supplement the money received from the Village to fund equipment. Much of the equipment, such as the tankers, are hard to find and very costly. COVID also shut down all the volunteers and volunteer activity; it has been three years and some people have forgotten to be involved/moved on. This year may be scaled down Canada Days, but hopefully next year things will resume as normal. It takes time and notice for the mud bog to assemble; it takes time to get supplies in. There is equipment available to run things, that people can use.

The Recreation Commission got a slow start to organizing their events/activities due to the ongoing pandemic, and not knowing until April if they were even able to hold any events. The omicron variant of COVID arrived on Island at the beginning of 2022, and created a surge in COVID cases on Island, more than the previous case volumes. The advance noticed needed for many of the expected activities was not there, so they are looking at a reduced event. Efforts are being worked on for the potential for a parade, and the Commission hopes to have an update out to allay questions about it.

Question – Kaitlyn Bailey: Would love to meet with anyone willing to meet to discuss what is important to the community and what is happening in the community.

Answer: It would be easier to schedule a meeting closer to when she is on Island. During that time, Mayor Daugert will be around town and Councillors have identified willingness/availability.

UB-1

12. IN-CAMERA

13. ADJOURNMENT

2022-06-164—Moved by Councillor Falconbridge
THAT Council adjourns this meeting at 8:11 PM.

CARRIED

Mayor Doug Daugert

CAO Marjorie Dobson

Elizabeth Cumming

From: Century House <centuryhouse2020@gmail.com>
Sent: June-29-22 11:54 AM
To: Timeforchange@centuryhouseassociation.com
Subject: The Right Person, The Right Time, The Right Place
Attachments: CH 2022 Seniors Report The Right Person the Right Time and the Right Place.pdf

Timeforchange@centuryhouseassociation.com

June 29, 2022

Dear Mayor and Council:

As a result of the Covid-19 pandemic and the eye-opening condition of residential care in this country, seniors in New Westminster reacted! We reacted by holding a webinar on September 22, 2021 at Century House Seniors' Center. You will find the follow up report, Right Person, Right Time, Right Place attached.

Panelists and attendees together agreed that what is needed is a complete restructuring of how we care for the elderly. Not just a fix up with more money thrown at residential care. It requires a complete overhaul embracing the philosophy of "Aging in Place". Where choices and options for care are available to all citizens.

Municipalities also have a role to play in the report you will find some recommendations for consideration.

The evidence is clear and documented, and your voice is critical! You could begin by standing up in your place of assembly by asking "how would you like to live before you die?"

Sincerely,

Val MacDonald

Anne Ladouceur

Judy Gaudin

Nancy Whiteside

Vicki VonZuben

Lois Brassart

TIME FOR CHANGE WORKING GROUP

CAUTION: This email originated from outside of the Village of Port Clements Network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The Right Person
The Right Time
The Right Place

Report from a Webinar

Long Term Care – Time for Change

September 22, 2021

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Executive Summary

The Right Person, The Right Time, The Right Place

Report from a Webinar

“Long Term Care – Time for Change”

Held September 22, 2021

This webinar and subsequent report, funded by the United Way of the Lower Mainland, are the result of concern arising from the exposure of the deplorable state of Long Term (residential) Care in Canada, brought to national attention by the Covid 19 Pandemic.

On September 22, 2021 seventy six participants including four panelists and a planning committee met via Zoom. The two hour session included presentations by Gloria Gutman, Professor Emerita Simon Fraser University Gerontology Department, Isobel Mackenzie, Senior’s Advocate for the Province of British Columbia, Jim Sinclair, Fraser Health Authority Board Chairperson and Andre Picard, Health Journalist for the Toronto Globe and Mail. You will find detailed summaries of each presentation in the body of the report. As well, all participants will receive a video of the Zoom presentation and a copy of this report.

Following the presentations, participants were allocated to one of four breakout rooms. A presenter was assigned to each room and to assist them, a moderator. Finally there was a report out to the plenary with the promise of a final report.

This report, prepared by the planning Committee, includes close to thirty recommendations directed at all levels of government. (see page 26 for recommendations)

Key to producing this report is to ensure that it is broadly distributed. And that it becomes a tool to motivate and activate national concern. The final Action item in the report is that a protest be held on a National Seniors Day where the voices of the elderly and the voices of family, friends and advocates can demand change.

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Some Themes

- That a strong message goes out to government, at all levels, in Canada illustrating how the system of care for the elderly is broken.
- That we must move away from the prison like approach to residential care. Especially for those with dementia.
- That the scope of care for the elderly is much broader than Long Term (Residential) Care.
- That government must review the current status and fund a renaissance approach to the delivery of care and services for seniors.
- That the approach to redesigning care for seniors be that of Aging in Place. Where whenever possible the frail elderly receive services in the housing of their choice, avoiding premature moves to residential care.
- That residential settings be the final option
- That informal caregivers be given the recognition they deserve
- That formal care providers, be paid living wages so as to avoid the need to work at more than one location.
- That respite care and dementia care be affordable and accessible on an as needed basis.
- That the system for accessing supports and services for seniors are timely and responsive according to need, and ability to pay.

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In Conclusion

The following excerpt from the report “Privatization and Declining Access to BC Seniors Care” prepared by Andrew Longhurst, March 2017 for the Canadian Centre for Policy Alternatives sums up the policy and planning needs necessary to ensure at least BC seniors a receive the quality of life they deserve.

- “AS BC’S POPULATION AGES”, demand for home and community care services will increase. The BC government put forward some very positive ideas and recommendations in a 2015 primary and community care policy paper that recognizes the need for better access to, and integration of, primary and community care services for older adults with moderate to complex chronic health conditions and an aging population with increased frailty. Specifically, the BC government has projected the rate of growth of each population group by health status and care needs. By 2036, BC is projected to see:
- 121% growth in the frail population living in residential care; • 94% growth in the population with palliative care needs; • 91% growth in the population with high complex chronic conditions; • 73% growth in the population with medium complex chronic conditions; • 60% growth in the population with mental health and substance use needs; and • 50% growth in the frail population living in the community.
- Meeting the health care needs of our aging population will require increasing access to home and community care services. The trends documented in this report are not encouraging. The provincial government urgently needs to expand access to services. Contrary to the position of some commentators, our aging population will not overwhelm our health care system. We can plan for and effectively manage the increased need for seniors’ health care services, but we need to shift from the current policy direction that has undermined both access and the quality of seniors care.”

The right person, the right time, the right place.

Introduction

In March of 2021 an application was made to the Seniors Embracing Technology (SET) program to host a webinar over Zoom. This virtual event would explore the delivery of Long Term Care in the province of BC.

During the Covid 19 Pandemic it became tragically clear that the current system was ill equipped to manage with an outbreak of this nature. In fact it became clear that the system was already insufficient. As a result it was determined that we the public could respond by inviting knowledgeable panelists to speak about their experiences and that the public be invited to listen and respond.

Therefore, with funding from the United Way of the Lower Mainland, and support from the City of New Westminster and the Century House Association, an organizing committee was struck and the planning began. We named the event Long Term Care – Time for Change.

The first task was to establish the makeup of the panel. To that end we were most fortunate in obtaining the participation of four stellar people. Andre Picard, Health Columnist of the Toronto Globe and Mail and author of his newly published book "Neglected No More". Gloria Gutman, Professor Emerita from Simon Fraser University and member of the Order of Canada, Isobel Mackenzie the Seniors Advocate for the Province of British Columbia and Jim Sinclair Chair of the Fraser Health Authority Board of Directors. These individuals all volunteered their time and expertise which was greatly appreciated.

All of the panelists were available for Wednesday, September 22, 2021 from 1:30 pm to 3:30 pm. So the date was set.

Planning and Implementation

Next, came promoting the event. As this project was being supported by Century House in New Westminster the event was included in its hallmark publication the Clarion and, we had access to the mailing list for the Association membership. Posters were made and distributed around the Lower Mainland and word of mouth began to travel. Promotion was successful and seventy six people participated in the event.

Each panelist would be provided two questions to respond to for their ten minute presentations. They would then be available in a twenty minute breakout room for a Q&A. Members of the organizing committee would assist as moderators. Following the breakout rooms the panelists reported back to the plenary with their findings.

We planned this event with a major outcome in mind, that the public find its voice to impact change. Although we had heard and learned much about the inadequacies of Long Term Care during Covid 19, and Government did immediately implement some necessary improvements, the public has not used its voice to draw attention to this matter. Therefore, right from the start of planning it was agreed that we would prepare a follow up report of the event. This report, including Recommendations and Actions to improve care for the elderly will be widely circulated.

The Main Event

The following are the summaries of the four presentations including feedback from the breakout rooms.

Dr. Gloria Gutman, Professor Emirata, SFU

Moderator P.A. McDonald

Questions

- 1. From the vast body of work you have produced could you share with us some research you have done in long term care settings that has had some impact on the care and support of residents and more generally on government policy.**
- 2. Could you speak about prevention of elder abuse and neglect in institutional settings – including resident to resident aggression.**

LTC Research Examples

- Stark-Gutman series of studies that described and tracked health service utilization of a 100% sample of clients of the BC Long term care program in two health units (one urban and one semi-rural) over a 10 year period.
- Canadian Study of Health and Aging, a 3 wave 15 year longitudinal study of 10,000 Canadians aged 65+
- Studies on design for dementia in LTC.
- Research on needs of younger adults in LTC.
- Most recently, how to increase access & uptick of advance care planning by minority elderly in LTC (e.g. LGBT, Chinese, South Asian).
- Study of MindfulGarden, a digital health technology designed to de-escalate anxiety and agitation in Long Term Care residents and Intensive Ccare Unit patients.

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Key lessons learned

1. Need to maximize person-environment fit – the right person in the right place at the right time. Including all possible options.
2. To improve quality of life of people requiring LTC. We need to train, support and better value those who support them – formal and informal care-givers.
3. We need to recognize the important influence on health/service utilization of the social determinants of health and in particular the two cross-cutting variables – gender and culture.

Dementia cannot be ignored

- In Canada, over half a million people live with dementia and the number is expected to double in the coming ten years.
- Approximately 76,000 new cases of dementia are diagnosed in Canada every year.
- As a major cause of dependency and disability, dementia not only impacts the elderly but also their families, care providers and communities.

Key lessons learned

1. It is widely recommended that non-pharmacologic interventions be the first line of management of persons with dementia, as psychotropic medications increase the risk of unfavorable and lethal outcomes.
2. Dementia is a risk factor for elder abuse and neglect in LTC and other Settings.
3. Resident aggression is an under-addressed form of abuse in LTC.

Conclusion

- It is important that the COVID-19 epidemic raised awareness of the short-falls of LTC. No more “Crash Cart Approach” solutions. The long term systemic issues of under-staffing, inadequate infection control, under-preparation for disasters and emergencies and under-regulating and monitoring must be addressed.

- The first iteration of MindfulGarden application in Intensive Care Unit (ICU) and High Acuity Unit (HAU) patients will test its effectiveness in reducing use of anti-psychotic or sedative medications and restraints for management of hyperactive delirium.
- Study participants will be exposed to MindfulGarden for 4 hours in conjunction with standard care and compared to controls who receive standard care only.
- In a long term care home setting, MindfulGarden offers a gentle non pharmaceutical solution to managing hyperactive dementia, improving the QOL of residents and the staff who work with them.
- Testing about to start in an ICU will indicate whether it is also effective in preventing/treating delirium, as reflected in reduced use of anti-psychotic/sedative medication and physical restraints.

See appendices for references for this presentation

Breakout Room discussion

- Long Term Care should be included in the Act. This requires legislative changes which is complicated, suggest trying additional/or changes to the provincial regulations.
- Province: Inspections, standards (Ratio of staff to client ie - how many staff per person. Exclude counting "support" staff such as maintenance, laundry, cleaners, cooks, administrative support: need more inspectors, regulators, and staff for enforcement. Dollars designated for Long Term Care should go directly to patient care.
- A change of attitude – LTC facilities are based on prison model. For example: eat at same time every day, wake up and bed at the same time every day, and staff are "in charge" (i.e. the boss). Example locking everyone out during Covid 19 = visitors, friends, family, etc. The effects of that.

- How to change attitudes? So that the patient is able to eat, sleep, go to the bathroom, etc. at times that is comfortable for them.
- You cannot expect changes from any level of government if there are no statistics/data to back up the request for change – anecdotal stories don't work. If you can't count it, then it doesn't exist.
- Profit motives: contracting out, lots of foreign ownership (profit), how can we "police" the operators of the facilities: standards, and inspectors.
- Third party corporations supply staff to these facilities: few, if any Registered Nurses in these facilities. Care aides are the usual patient carers/staff. These care aides/ staff may be hired from a corporate employment agency that pays the staff and in turn invoices the facility. This means that the Care aides are paid only a portion of the money allotted to patient care. For example, a care aide earns \$16.00 per hour but the corporation bills the facility \$24.00 per hour.
- Agreement with changes in regulations, inspections and "a new vision". Look for good examples here (in BC)? (Some facilities had no Covid 19 outbreaks).
- Same type of care should be available for everyone whether at a private or non-profit facility.
- Comments about paying staff for the work they do, better education for Care aides, give them an 8-hour day, so they don't have to go to various facilities to secure a living income.

Commonalities:

- Stop contracting out and pay employee directly.
- Money for patient care should go to patient care not corporate profits.
- Change of attitude towards elders, get away from the prison model.
- Legislative changes at both levels of government, rules, regulations, inspections, enforcement etc.

Isobel MacKenzie, BC Seniors Advocate

Moderator Ginger Brown

Questions

1. **Impact of Seniors Advocate's Office (SAO) on the development/implementation of policies and quality standards of care for the elderly.**
 2. **Your vision for how to improve the quality of care for the elderly over the next 5 years.**
- The Seniors Advocate has some impact (wished it has more), and its efficacy is based on: Raising awareness in the general public regarding seniors' issues/needs in order to "harness the good will of the public"; and, enhancing the power/importance of, and by producing/disseminating, data that influences and can be used by decision makers.
 - Government/decision makers review the broader base underlying issues (data/numbers, themes, who impacted, causes, linkages etc), and the SAO provides data to the government and the public that is "unvarnished" versus having a government and/or academic lens.
 - The SAO talks to the government in a language they understand in order to move forward with addressing needs of seniors. "At the end of the day, the government is the people and if the people want it badly enough, the government. will deliver it".
 - The SAO informs the public and raises the profile of seniors. The public has a great capacity to understand numbers and make informed decisions.
 - Some successful changes have included: increasing funded hours of care; changes to the Community Assisted Living Act; increased Housing Grants; changes to the Admissions to Care Act.
 - Isobel wished there were SAOs in all provinces in order to enhance planning for quality seniors' care, at both the provincial and federal levels.

- Vision would include “Increasing supports and capacity for seniors to live at home for as long as they are able and want to live at home”; we fall “short of all that we could do to support them”.
- 15% of those currently in LTC facilities could be living in the community due in part to financial issues, but also in part due to overly bureaucratic and complex systems.
- What is the key: “getting the right person, at right time, to right place”; and, having a “lynch pin” person who is supporting seniors through the continuum of care.
- All admissions to LTC facilities should occur only when, that is where seniors really need to be, and all other options to allow them to stay at home have been exhausted.

How to make LTC better:

- a) “Really listen to people who live there and what they are saying” versus rationalizing what can’t be done (i.e. balancing financial sheets, appeasing all interests groups, etc.).
- b) Health care professionals need to refocus from “fixing it” to understanding what seniors want and making their last few years “comfortable and giving them what they want”.
- c) Family visitation procedures during COVID although well intentioned, were guided by underlying paternalism.
- d) Re-evaluate the concept of risk, and who has the capacity to assess and make decisions about risk. There is an underlying issue regarding persons rights to exert capability for free will over the totality of their years, and their inability to make every day decisions should be far along the continuum of care (i.e. due to dementia).
- e) Need more staff who listen to residents, and understand/provide what they want regarding activities of daily living (sleeping, activity, eating, bathing etc.); need more staff who are truly interested in what seniors say and their life stories; and, need “enough people, enough time, and enough empathy” in LTC facilities.

- f) "It will never be perfect" as it is not always feasible/appropriate to provide what the clients/seniors want: personal choice(s) has limits. However, what is important is to validate the seniors' feelings/wants/wishes in order to show them respect that they know their own mind and wishes, which however valid, may not be possible to actualize.

Breakout Room Discussion

Home Support (HS):

- a) 65% of LTC admissions had not received HS prior to admission.
- b) HS is charged to BC clients/families per a sliding scale (not in all provinces) so finances can become an impediment to access the required services/programs and possibly lead to premature admissions to LTC.
- c) HS is restricted and underfunded for clients requiring more intensive longer-term care at home. Need more funding for housekeeping, meal prep, bathing frequency; CSIL and client/family oversight of their care funding allocations; live-in care support (24x7) for shorter term situations (i.e. Acute Care discharges; health exacerbations etc).
- d) There is a need for increased awareness about what HS services are available.
- e) Need more qualified home care workers, with more oversight, and more continuity of assignment.

Respite Care:

- a) The most difficult seniors to manage at home often have dementia. Need more funding and access to various options for caregiver support/respite: increase short-term in-home HS; Adult Day Care; overnight respite care beds.

Assisted Living:

- a) Need more subsidized assistance when clients care needs increase (i.e. palliative care) in order to allow clients to "age in place" versus eviction (per Residential Tenancy Act) and/or premature admission to LTC facilities.

LTC Funding:

- a) Need more funding for staff in LTC facilities, not just working smarter, as there is no short-cut to "Human Care".
- b) Need more funding generally for all aspects of LTC operational and capital management in addition to increased staffing. Funding comes from one source and you "either raise taxes or provide better health care...we must choose...but everyone wants to go to heaven and no one wants to die".
- c) 66+% approx. of LTC facilities are contracted (versus owned/operated by Health Authorities) of which there is a 50/50 split between for profit vs not for profit facilities.
- d) Contracted facilities need more oversight and enforcement (public ownership "needs teeth") of care standards/expectations by Health Authorities. There should be clear/concrete consequences and financial penalties applied for poor performance, and rewards for those who excel. Current regulatory standards (i.e. licensing, requirements for accreditation) needs to be reviewed/enhanced in order to ensure comprehensive standards of care are identified, monitored and followed-up.
- e) Outsourcing should be discouraged, and all funding should be directed to quality care & operations not to dividends/shareholders.

Resident & Family Councils:

- Need to support formation and active participation of effective Resident & Family Councils regarding site-based services/programs/issues which directly affect the care and quality of life of residents.

Other:

- Facility limitations, need more security and Special Care beds and specially trained staff.
- Avoid "Inappropriate" early discharges from Acute Care. Need to ensure adequate care planning and that pathways have been identified with clients/family, and resources have been put into place, prior to discharge.

- “Inappropriate” utilization of Emergency Rooms and admissions to hospital due to lack of adequate Primary Care and Home Supports in the community.
- Alternatives to LTC noted in “Reimaging Care for Older Adult Focus Group Consultations” by Health Excellence Canada at:

www.healthcareexcellence.ca/en/what-do/what-we-do-together/shapingthefuture-of-care-closer-to-home-for-older-adults

- Perhaps open the Canada Health Act (and/or similar legislation) for review/revision.
- Increase number of Gerontologists and provide more specialty geriatric education and support for GPs in Primary Care.
- Increase early Advanced Care Planning and “kitchen table discussions” regarding senior’s wishes/plans for end of life and promote/enhance a palliative approach to care for seniors.
- Need to address “ageism” in our facilities and society.

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Andre Picard, Health Journalist, Toronto Globe and Mail

Moderator Anne Ladouceur

Questions

- 1) What prompted you to write your book 'Neglected No More'?
 - 2) From research and writing your book, do you have a vision as to how affordable comprehensive care can be provided to the elderly?
- Was shocked by the carnage of COVID in Long Term Care homes – of 27,500 COVID deaths, 18,000+ were in congregate settings. The impact of COVID was the impetus to getting the book done. As a result of his own experiences with his parents, Picard realized that this was a reflection of the systemic ageism in our systems and politics re the elderly. Scandal is that most of these deaths were preventable – many countries had none or lower rate of deaths in LTC; Canada has a percentage of deaths unseen in the rest of the world.
 - The book is really about the fundamental failings in elder care, questions we should be asking and how we can ensure that each individual Canadian gets the right care, in the right place and at the right time. No one magic formula – services need to be adapted to the needs of each individual.
 - Need to prioritize quality of life rather than quantity of care – the things we do, to and for, people are not necessarily what they want. Elderly with whom he has spoken are not afraid of dying; they are afraid of living a miserable life.
 - The starting point is something we don't talk about – we need a fundamental change in individual and collective attitudes.
 - Not enough to just say we value our elders and want them to remain active members of our community – deeds and policies and not just words needed. The final line in 'Neglected No More' is "...give life to our values."
 - Going into an institution should not be the default setting when one's health is failing. It should be the absolute last resort.

- These last resort homes should look like a home and not a prison. They should not have regimented mealtimes, uniforms, etc. (LTC homes came up through the penal system not health care).
- Need to shift resources from institutional care to the community – home care, supportive housing, services like Meals on Wheels, respite care, etc. Difficulty buying groceries should not be the reason for sending people to institutions – keeping people in the community is a simple fix.
- Not necessary to get rid of homes – quality is what needs to be addressed.
- To address quality, we need to start where the biggest problems exist – staffing – including numbers (need 50,000 personal support workers), salaries, and training (especially in dealing with people with dementia).
- 4-hour care standards need to be adequately funded – 4-hour standard cannot be met if paid only 2 hours.
- Having nurses provide care in nursing homes results in better care as demonstrated by Sunnybrook Veterans Center.
- Nursing homes need to be more like homes and should be located in town centers, as opposed to hidden out in the country, so that seniors, including those with dementia, are visible to the community and not an abstract concept. Such a policy would help reduce ageism.
- Care must be patient centered, emotion focused, personal and responsive as opposed to warehousing.
- Nobody disagrees in theory with treating seniors well but there is no follow-through in practice – often a question of cost although we find money for corporate welfare but not for seniors who have paid into the system via taxes, for years.
- In so many instances, health authorities overrule doctors. This needs to change.

Breakout Room Discussion

Whole range of questions on issues that overlap a little with the previous group report (Jim Sinclair with Fraser Health Authority) including lack of training and oversight, standards of care, ensuring caregivers know how to do important tasks such as bathing someone with dementia, protection against abuse, money.

C-1

- Discussion of money. Currently government spends 13.7 billion but needs to spend double that amount.
- Money not the only solution – we need fundamental change. It would be worse to put more money in the system while continuing to do more of the same.
- Seniors do not need mediocre care; they need different kinds of care.
- Discussion re whether LTC should be included in Canada Health Act. In his view, opening up the CHA would be more trouble than it's worth. Federal government can meet its obligation with parallel legislation that would have strings attached to the funds – money must go to LTC.
- Question about why not more gerontologists. In his view, part of the issue lies in the low esteem attached to that specialty – Canada trains more pediatricians than gerontologists. Family doctors are in essence gerontologist since the bulk of their patients are often seniors and so we should change how we train them.
- Advance Planning is very important so that seniors can express their wishes when they are healthy and of sound mind and body. Helpful for families to not have to make these decisions in a time of crisis.

Most important discussions we can have about all of these issues are around the kitchen table – making our desires known to our loved ones, figuring out our finances so that follow-through can happen.

Jim Sinclair, Chair Person, Fraser Health Authority

Moderator Lois Brassart

Questions

- 1. What is the role and responsibility of the Fraser Health Authority as it relates to seniors?**
- 2. Long Term Care is the residential side of care for the elderly. Could you talk about the community care side available to allow people to age in their own homes?**

“No solution without the public and without public being involved in this debate for sure”

- Largest health authority, 1.8 million people.
- Deliver hospital and community-based services-home health, home support, respite care, dietitian services, long term support in many areas and community work.
- Very diverse population with 32 indigenous communities, 330,000 seniors,
- Number of seniors will increase by 46% in the next 10 years. Whatever we build today will not be adequate going forward. Long term care is one piece of a much bigger picture.
- About 14,000 people get these services in the system. Long term care facilities in Fraser Health – 82 long term care facilities. 41 privately run, 25 run by nonprofits, 16 run directly by Fraser Health (FH). 10,000 people call these places home.
- FH is responsible for day-to-day operations for care homes, financial oversight when there are major issues, quality of care, expansion and building of new care homes and making sure on track.

Covid19 and Long Term Care

- 15,000 residents died in Canada about 55% of all deaths, in FH almost 1,000 died or 45% of deaths. Lots of lessons learned. Had 2 lines of defense:
 1. Stopping infection and virus from getting into homes and
 2. Trying to prevent it from spreading within the home itself once it got there.
- If the system was failing before Covid then the system and infrastructure inside the homes failed during Covid.
- Had to go in and provide a large amount of support to try fix the situations and stop infections from spreading.
- At peak had over 150 people on support teams doing nothing but providing support to try and keep control of the situation.
- Faced lot of challenges because of old facilities, number of facilities had 4 people to a room or 3 or 2 to a room, 14% share room and 17% share with 3 or more, a good chunk of rooms are double occupancy which isn't comfortable in normal times, during Covid was particularly troublesome.

How we treat health care workers

- If you pay bad wages and treat people badly you are going to get bad care. Labour shortages, inherited government policies from 2003 which allowed LTC facilities to fire all the staff in the home and replace them with contract labour.
- What we have now is great disparity of wages in the system and that creates a whole lot of dynamics as well as difficulty getting people to come to work, that shortage became accentuated during Covid and caused a larger crisis.
- Ended up creating a pool of 500 people to assist in other areas, to help in home support as we had a critical shortage.
- This may have helped prevent what happened back east, where you had in some cases, people not being fed or supported, we got over some of that.
- Some of the changes were single site policy about 3000 people that tried to make a living going from long term care facility to long term care facility.

That was large group of people and fear was they'd take the disease with them as they went to the different homes.

- In the end we stopped that by only allowing people to work in one site. But it didn't stop there and this is one lesson to keep learning, from.
- All the wages went up to the highest union level, so for some people 1000s of people about \$6-7 wage increase, care aid could be \$16/hour and union wage was \$24. That made big difference.
- Other labour problem on some sites there were 4 employers, so FH had to deal with different companies employing the housekeepers, the food workers, the care aids, the nurses, plus had to deal with 4 sets of management plus the management over top of that. This was a result of those 2003 decisions and created a lot of problems for FH.
- Around the disease the biggest problems was the large number of people in the community who got Covid and then the virus went to the care homes
- Biggest contributing factor; wide spread in community meant wide spread in care homes as they are interlinked.
- 87% of viruses were brought in by long term care workers themselves people that lived in the community.

Other learning – all the decisions made to clamp down on the virus made people's lives difficult, people were isolated, visitations were cut off, homes set up more like hospitals, isolated people in rooms at end of day really affected the mental health and wellbeing of residents.

Thoughts TO TAKE AWAY

- Human resource policy - need to raise wages to a solid level working with government and unions. Must ensure staff doesn't go to a private care facility and earn \$16 - \$18 and then go to public facility and earn \$24. We need to say wherever you work you are a valuable employee and the person you are taking care of is just as important in a private or public facility and staff are just as important.
- Training, we are way behind, way behind, need to do a lot more.

- Don't want to build more institutions than we have to, it depends on what we do in home support and all those other areas like home support, presently it appears we need 4000 new beds in 10 years. That will cost lots of money, need to rebuild that support at home, then create homes instead of institutions.
- Will we continue to allow private sector to continue to build and run the homes or actually focus money on public operations? Jim, feels strongly should be under public administration.
- If we don't have a team working in the community it won't work. FH is committed to team approach; have brought back in-the-home-support workers from private sector.
- Have created teams so can work together with nurses, doctors, physiotherapists, community support workers and linking those services together. It is a big challenge. Important to link them to the community. Bring people into the community, linking with exercise programs, dietitians, meals-on-wheels and getting volunteer drivers. Need to socialize the experience as much as possible.
- There is a lot of work to do. Many have to step up to the plate. It's important the lessons from Covid are not lost they can't just be headlines during the crisis, can't lose interest in these issues.
- Use these issues as the fuel for the urgency for continued action to meet the needs of an aging population. To live in dignity and independence.
- On the economic front long term care homes Budgetary Office from Federal Government suggested we need to spend about \$14 billion dollars per year over next 5 years to really deal with long term care issues, home support, pay people properly and build facilities. The present government has committed 9 million over the same period. We have a long way to go. Thanks for listening to me.

Breakout Room Discussion

- What does stay at home really mean and what are the challenges?
- Mixture of good and bad experiences with home care.
- Concern the public doesn't know what is available, what they can expect and how do they access home support.
- Bureaucracies of programs, how to figure them out especially when exhausted as a care giver.
- One person was finding it difficult to figure out how to utilize the 'hire your own' people program. It seems to simply add additional work for the caregiver.
- Programs for frail elderly – this is a positive program, connects people with physician, community care nurse, housekeeping etc, works well in keeping people in their homes.
- Concern about different number of people who enter the home
- High turnover probably due to low wages, difficult for people to continually bring outside care workers up to speed on person's needs, lack of solid support.
- We all realize without public pressure and public support it's not going to change.
- Concern the deaths in the long-term care facilities are starting to retreat.
- Training was considered important, however if people have complex medical issues or dementia training is not adequate, need a provincial education standard.
- Private care has its own issues, need to make public system work.
- Home support is challenged – one of real drawbacks is lack of consistency of care worker. About 45% of care is from different people coming in daily to assist.
- FH is working on a system whereby areas will be broken into neighborhoods and staff will 'work' a neighborhood. May not get the same person every day, however will get to know the care people as a small group will support one neighborhood.

- Should know how to navigate the system, waited over a year for spouse assessment; system has to be more efficient. (Jim Sinclair cared for his wife for 2 years at home, he is well aware of the shortcomings of the home care portion of the system.)

Recommendations

To identify issues and make recommendations we acknowledge and understand that the definition of Long-Term Care varies in lexicon from Province to Province, and from region to region, across the country. As well, legislation and regulation vary from Province to Province. There needs to be legislative and regulatory systems that make sense to users and providers (operators). As well, it is understood that care for the elderly includes a continuum of choices. These choices go from living at home with home help to full care in a facility. “Independence” and aging in place are overarching themes for seniors in determining their preferences for housing and care options as they age.

Aging in place refers to having the health care, social supports, and services available to live safely and independently in your home.

For the purposes of these recommendations, whenever “housing and care” is used, it implies: accessibility, adaptability, person centered care and coordinated services. As well, adopting a philosophy of aging in place needs to be combined with a choice in housing and care.

There was a wealth of information generated from the presentations and discussions during the webinar. It became apparent that the subject of care for seniors is complex, complicated and cumbersome; from language, terminology, legislation and regulation and philosophy, to the cost of care and shortage of staff. These recommendations are an attempt to be as inclusive as possible.

Federal Government

1. That the Federal government adopt legislation that addresses the need for comprehensive and compassionate care for the elderly that ensures the right to choose, regardless of income, ethnicity and gender. This legislation would be intended to drive the work of the Minister of Seniors Canada.
2. That funding from the federal government be tied to and match the need for delivering care to the elderly and frail in a manner that ensures choice and provides for aging in place.

Provincial Government

1. That no new care settings be added until there is a full investigation and report into the delivery of Residential and Home Health Care in the province of British Columbia. The report will inform future program development.
2. That Assisted Living is reviewed to assess its efficacy.
3. Ensure that any new residences be developed with the focus on a home like environment preserving quality of life and dignity.
4. That evidence based funding is increased to improve the delivery of home care programs that promote aging in place.
5. That a system be developed to ensure that seniors, in the process of planning for their housing and care needs have access to clear and comprehensive information that encompasses the right to choose.
6. That the regulatory environment for profit and non-profit settings be standardized and equal.
7. That wages for care support workers be a living wage. And that wages for employees in the private sector match those in the non-profit sector.
8. Disallow staff from working in more than one facility. With proper remuneration this will be unnecessary.
9. That education and training levels for all employees be reviewed and modified to reflect increased complexity of care and the need for higher standards of care.

10. That funding and hours of direct care given in residential settings not include ancillary staff such as cleaning and food services hours.

11. That contracting out to third parties is eliminated.

Health Authorities

1. That there be a review of the current licensing procedures in residential and community care and that the outcomes of that review include enforcement and repercussions to ensure the highest level of care possible.
2. That Health Authorities promote and support a non-medical, community based approach to providing services to support independent living. And that they value and support informal care givers, (whom the system is dependent upon), such as family, friends .
3. That Health Authorities enhance and increase Home Support services and promote access to a range of Respite Care services including beds; and, increased access to Adult Day Care Programs.
4. That for the delivery of accessible and affordable Home Care, the concept of “neighbourhoods” be created to allow for a team approach to provide greater consistency between client and caregiver.
5. That at the time of discharge, Health Authorities ensure optimal planning, coordination and communication between Acute Care and other sectors such as community care, in order to ensure a smooth transition. And that they look to existing programs, such as the Patient Oriented Discharge Summary, PODS program offered by Providence Health Care.

6. That there is a timely, responsive, and easily accessible complaint system for users of Health Authority services.
7. That first time inquiries to Health Authority, Home Health Care Services be responded to and followed up in a timely and manner. And that the caller has been told, and therefore understands the process for accessing services. The current system is fractured.
8. That the Health Authority provides public awareness, and promotes and support ongoing education to the public on the benefits of Advanced Care Planning and Representation Agreements using existing available resources such as Nidus Personal Planning Resource Centre.

Infectious Diseases and Disasters

1. That due to the regrettable loss of life in residential care settings from Covid 19, that protocols and practises be established to prevent the transmission of infectious diseases.
2. That protocols and procedures necessary to manage infectious diseases be up to date and that staff be trained and provided regular in-service.
3. That resident isolation during an infectious disease outbreak be avoided at all costs and that where isolation is mandatory that extra staffing be put in place to protect against deteriorating health and happiness and quality of life.

Municipal Government

1. That the City of New Westminster entrench in the official community plan that housing and care for seniors be adequate and accessible according to need and the ability to pay.
2. That the City promotes the development of seniors housing in naturally occurring retirement communities close to transit, and amenities at a walkable distance.
3. That the City of New Westminster be advocates ensuring that senior's needs are being met to support healthy active aging.
4. That in light of **Climate Change**, which included the heat dome of June 2021 an emergency response plan be put in place to prevent loss of life amongst the elderly and the frail.

Actions

1. That a public education program including print, radio and social media is developed to educate the public of the importance of reform in care for the elderly.
2. That organizations and individuals unite to organize and implement a day of action across Canada on Seniors Day, to draw attention to the fractured nature of the current system of care for the elderly in this country. The Right Person, the Right Time, the Right Place.
3. That seniors, seniors organizations and the general public advocate for needed reform to care for the elderly. Spread this report widely and encourage implementation of its contents. Send to local Members of Parliament and Members of Legislated Assemblies.

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Appendices

Panelist Bios

Gloria Gutman

Gloria, founded SFU's Gerontology Research Centre and Gerontology Department. Currently, she's Vice-President of the International Longevity Centre-Canada, Immediate Past-President International Network for Prevention of Elder Abuse, member Research Management Committee Canadian Frailty Network, Board Member International Society for Gerontechnology. Her research/publications address elder abuse, seniors housing, long term care, health promotion, disaster preparedness, gerontechnology. In December 2016, Gloria was named a Member of the Order of Canada.

Jim Sinclair

Jim's appointments and roles include: Director, Canada Post Board, Adjunct Professor of Labour Studies at Simon Fraser University. He has previously served on the BC Hydro Board and the Vancouver/Richmond Health Board. Jim was the president of the BC Federation of Labour from 1999 – 2015 and vice-president of the United Fisherman and Allied Workers' Union from 1982 to 1999.

Jim Sinclair holds an honorary doctor of laws from Kwantlen Polytechnic University.

Jim is currently the Chair of the Fraser Health Authority.

Isobel Mackenzie

Isobel Mackenzie has over 20 years' experience working with seniors in home care, licensed care, community services and volunteer services. Isobel led B.C.'s largest not-for-profit agency, serving over 6,000 seniors annually. In this work, Isobel led the implementation of a new model of dementia care that has become a national best practice, and led the first safety accreditation for homecare workers, among many other accomplishments. Isobel has been widely recognized for her work and was named B.C. CEO of the Year for the not-for-profit sector and nominated as a Provincial Health Care Hero. Isobel received both her undergraduate and graduate degrees from the University of Victoria and has a Certificate in Health Care Leadership from the University of Toronto.

André Picard

Andre Picard is a health reporter and columnist for the Globe and Mail, where he has been a staff member since 1987. He is also the author of five bestselling books. André is an eight-time nominee for the National Newspaper Awards, Canada's top journalism prize, and past winner of a prestigious Michener Award for Meritorious Public Service Journalism. He was named Canada's first "Public Health Hero" by the Canadian Public Health Association, and a "Champion of Mental Health" by the Canadian Alliance on Mental Illness and Mental Health, and received the Queen Elizabeth II Diamond Jubilee Medal for his dedication to improving health care. Andre is a graduate of the University of Ottawa and Carleton University, and has received honorary doctorates from six Universities, including UBC and the University of Toronto.

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Reference from Isobel MacKenzie

Alternatives to LTC noted in “Reimagining Care for Older Adult Focus Group Consultations” by Health Excellence Canada at:

www.healthcareexcellence.ca/en/what-do/what-we-do-together/shapingthefuture-of-care-closer-to-home-for-older-adults

References from Chat rooms

Hi I want to share these emergency preparedness guidelines for LTC and community settings shared from Dr. Samir Sinha at the National Institute on Aging

<file:///C:/Users/ritam/Documents/Desktop/main/Canadian%20Centre%20for%20Healthcare%20Facilities/2021/Webinar%201/2021-01-26%20CCHF%20-%20LTC%20&%20EmergencyPreparedness.pdf>

- Closing the Gaps:
 - Advancing Emergency Preparedness, Response and Recovery for Older Adults (2020 report) https://caep.ca/wp-content/uploads/2020/12/CRC_WhitePaper_EN-5.pdf
- LTC Standards are being discussed on October 7 www.cchf.net if you can join.
- Alternatives to LTC: Re-Imagining Care for Older Adults
Focus Group Consultations: October 12th / 14th / 15th, 2021 by Health Excellence Canada. I'll try and find a link for sign-up. Here is the link to sign up for the focus groups mentioned above:
<https://www.healthcareexcellence.ca/en/what-we-do/what-we-do-together/shaping-the-future-of-care-closer-to-home-for-older-adults/>

A Lived Experience

My Mother is 92 and suffers from Alzheimer's. My family and I have been navigating the Health Authority's very confusing, opaque processes and policies for quite some time now.

Certainly, the model for LTC is in need of an overhaul, but I believe that Community Care and Acute Care also do not serve our Elders well. I don't believe a meaningful conversation about Long term care can be held in isolation from Community care and Acute care.

We are currently reaping the benefits of the Federal cuts in health transfers beginning in the 90's. This has manifested throughout the Health Care system. Over the past 10 years, I have had firsthand experience with the decline in the level of care for complex elderly patients in hospital. Typically, admission has been through the ER in a crisis situation. It's clear that there has been a shift in philosophy from 'providing care' to 'gate keeping'. As soon as an elder is admitted to the ER, treatment is guided less by their complex care needs and more by their trajectory to release from hospital. An example of this callous attitude was evident when my elderly Mother was transferred alone, confused and afraid, from RCH to Eagle Ridge with no notice to the family beforehand despite repeated requests that family accompany her.

On 2 occasions, my Mother was released from Royal Columbian with a serious pressure sore on her heel which in the first case, took months to heal, and in the second case, has yet to resolve, 4 months later. This is a direct result of a lack of staff in acute care to provide complex care. I want to make it clear here that none of this is the fault of front line Health care workers' have encountered many wonderful nurses and care aids who do their very best to provide compassionate care in the most trying of circumstances. Chronic underfunding has made their working conditions extremely difficult.

Communication between the three agencies providing care for Elders is fractured at best.. Families are left to navigate a byzantine system on their own, as their loved ones require increasing support from Acute Care, Community Care and Long Term Care. Case managers in Community care are meant to provide guidance to families, however I have often found that they can be difficult to



reach, are not able to clearly articulate policy, and certainly don't act as advocates for vulnerable seniors who need support.

In Fraser Health my experience has been that records are not shared between regions (Burnaby and Tri Cities for example) this is an inefficient way to operate and makes accessing services more difficult for families.

I am providing this account of our experience with Emergency/ Acute care, and Community Care because in many cases, these precede Long Term Care, and sadly our family's experience is not unique.

With regard to Long Term Care, questions as follows -

Wait lists

Why are wait lists not transparent?

It is unreasonable for families to plan in the absence of this crucial information.

Aging Infrastructure

Older Care homes are 'Grandfathered' from standards requiring individual rooms for residents. It is shameful that Elders find themselves sharing a room with strangers in the final years of their lives. What is the duration of these exemptions?

The heat waves this summer created serious risk in Care homes. I'm not aware of a requirement for Care homes to be equipped with AC. What plans are being made to address this issue? It is appalling that Fragile seniors are being put to bed in 33 degree heat.

Third Party Operators

What can be done to insure all resources allocated by the Health Authority actually go to patient care? In the case of Kiwanis, here in New Westminster, a third party operator, (Provita) holds the Contract for care aids and keeps a percentage of funds intended to Care for vulnerable Seniors. They have done this by cutting the wages of staff.

Hours of Care

How are facilities monitored for staffing levels?

My Mother's home is regularly short staffed. This manifests in significant hardship for residents, who can't get help going to the toilet, getting in and out of bed and other activities of daily living.

I would also add that accessing support from Fraser Health with regard to my Mothers case and our experience with Long Term Care has been a frustrating, time consuming undertaking.

Nancy Whiteside

1/2

Planning Committee:



C-1



Long Term Care: A Time for Change

PANEL DISCUSSION

Wednesday • 1:30 - 3:30 pm • September 22

(Pacific Time)

Register in advance:

newwestcity.ca/longtermcare

The City of New Westminster and Century House Association invite you to spend two hours of discussion and brainstorming with our distinguished panel. Join us to help form the best approach for the care and support of the frail and elderly population currently residing in British Columbia.

Panelists are:



Gloria Gutman, PhD
Professor Emerita,
Department of
Gerontology, SFU



Isobel Mackenzie
Seniors Advocate,
Government of British
Columbia



Andre Picard
Staff Columnist,
the Globe and Mail



Jim Sinclair
Board Chair,
Fraser Health Authority

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STAND .earth

Anna Barford
Stand.earth
5307 Victoria Drive, Suite 347
Vancouver, BC, V5P 3V6
anna@stand.earth, 604-757-7029

17 June 2022

Mayor and Council
Village of Port Clements

PO Box 198
36 Cedar Avenue West
Port Clements, BC
V0T 1R0

Sent via: email

Re: Motion at UBCM Protecting BC Coasts From Acidic Washwater Dumping being brought forward by Vancouver

We are writing today as Stand.Earth to bring your attention to an important resolution that will be coming before UBCM, having passed unanimously at LMLGA, to address acidic wastewater discharge in all waters off BC.

It is well established that ocean acidification has devastating effects on marine life, aquaculture, and coastal communities dependent on a thriving ocean. In recent years a new device has been taken up in record numbers that is dumping catastrophic volumes of acidic wastewater directly into the ocean from vessels.

In order to mitigate sulphur air pollution from burning heavy oil, the maritime shipping industry employs exhaust gas cleaning systems (scrubbers) instead of simply switching to lower sulphur fuels which are already available on the market. Scrubbers result in a solution of concentrated acidic sulphates, metals, and other toxins that are dumped directly into the ocean while the ship is in operation.

Cruise and cargo vessel traffic in Canadian jurisdiction annually discharge tens of millions tonnes of this acidic washwater directly into the coastal waters of BC. [The International Council for the Exploration of the Seas](#) has found that scrubber washwater has lethal and sub-lethal effects on plankton, a critical component of marine ecosystems.

STAND .earth

The Vancouver Fraser Port Authority is demonstrating regional leadership in preventing acidic wastewater dumping and is phasing in a requirement simply for ships to burn cleaner fuels. They join the Port of Seattle, Quebec's Port Sept-Iles, The State of California and ports around the world in taking steps to prevent the use of scrubbers and mandate a transition to cleaner fuels.

The resolution before UBCM is critical to bring this issue to the table with levels of government that have jurisdiction over territorial waters and can protect the Salish and Great Bear Seas. We urge you to support the motion "Protecting B.C.'s Coasts From Acidic Washwater Dumping" at the upcoming UBCM convention in September.

Thank you for your consideration of our letter. Please do not hesitate to reach out at anna@stand.earth or call during daytime hours to 604-757-7029.

Sincerely,

Anna Barford
Canada Shipping Campaigner
Stand.earth
Vancouver, BC

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We Need to Move Faster on the Ban of Marine Scrubbers in the Port of Vancouver and Across Canada

WHAT ARE MARINE SCRUBBERS?

Marine Scrubbers were created as a loophole for ships to avoid switching to cleaner fuels in response to more strict 2020 sulfur emission guidelines.

Traditional shipping

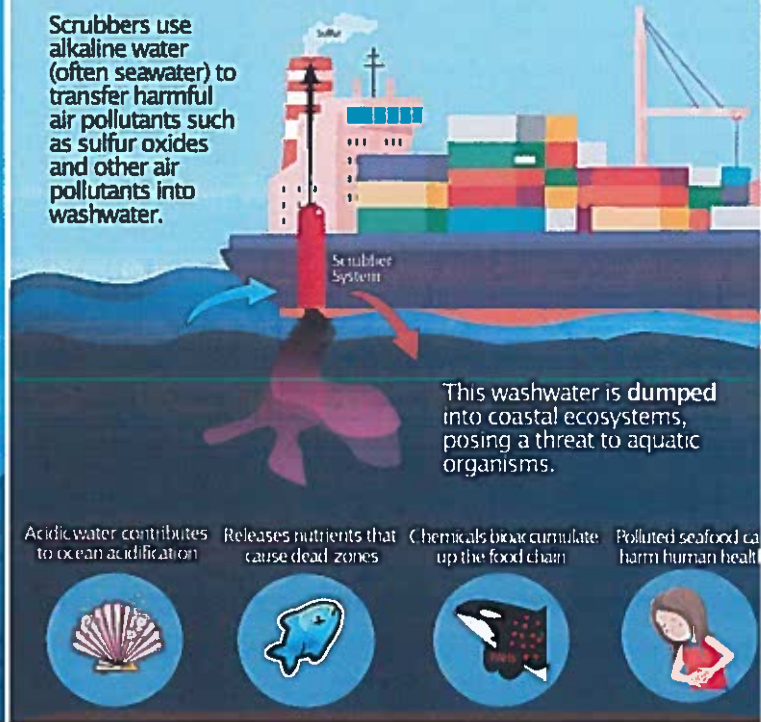
2020 Global limits

Scrubbers strategy



WHY ARE SCRUBBERS BAD?

Scrubbers use alkaline water (often seawater) to transfer harmful air pollutants such as sulfur oxides and other air pollutants into washwater.



This washwater is dumped into coastal ecosystems, posing a threat to aquatic organisms.

Acidic water contributes to ocean acidification

Releases nutrients that cause dead zones

Chemicals bioaccumulate up the food chain

Polluted seafood can harm human health



WHAT IS BEING DONE LOCALLY?

The Port of Vancouver has enacted a 3 phase ban of scrubbers in its jurisdiction:



Phase 1: No scrubber discharge when ships are anchored in the Port

March 1, 2022

Phase 2: No scrubber discharge in all Port of Vancouver regulated waters



TBD



Phase 3: Ban on scrubbers in all Port of Vancouver regulated waters

TBD

Currently, ships can still dump scrubber washwater while moving in and out of port. We need to move faster to a full scrubber ban.

We also need Canada-wide legislation banning scrubber use to protect all Canadian waters.

WHAT CAN YOU DO?

1. Get Talking



Spreading awareness about the issue helps to put more pressure on local and federal governments to ban scrubbers now.

2. Put Pressure on Government



@Transport_gc

Write an e-mail to your local MP or tweet Transport Canada.

#banscrubbers #nodumping



STAND
.earth

GRAPHIC

ATTRIBUTION



Handwritten mark resembling 'c-7'.



TOWN OF GIBSONS

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info@gibsons.ca
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OFFICE OF THE MAYOR | WILLIAM BEAMISH

June 16, 2022

0560-30

Via Email

Dear Mayor and Council,

Re: Hospice Services Funding – UBCM resolution from Town of Gibsons

At our May 17, 2022 Regular meeting, Council considered and adopted the following resolution:

“WHEAREAS Hospice Societies across BC offer services and innovative programs which enhance the quality of life of palliative patients and their caregivers in the community where they live, as well as supportive bereavement programs for those who are left behind:

AND WHEREAS reliable government funding necessary for the sustainability of the essential social service provided by Hospice Societies is inconsistent and irregular:

NOW THEREFORE BE IT RESOLVED that UBCM call upon the Government of British Columbia to recognize the established place of Hospice Societies in the continuum of palliative care and bereavement support and develop a funding model which provides annual operational funding to community-based hospice societies for the provision of programs and services:

AND FURTHER THAT UBCM encourages local governments to also contribute financial support to Hospice Societies within their communities.”

Thank you in advance for your support and consideration for this resolution. Please feel free to contact our office should you have any questions or comments.

Yours truly,

William Beamish
Mayor of Gibsons

TOWN OF GIBSONS

"Nature is our most valuable asset"

C-3



Jonathan X. Coté
Mayor

June 21, 2022

Dear Mayor and Council,

Re: Library Funding UBCM Resolution

I am writing to ask for your support for a resolution that the City of New Westminster is bringing to the UBCM Annual Convention in September.

The Province of British Columbia provides grants to public libraries annually. In 2009, provincial funding for BC's public libraries was reduced from \$17.9 million to \$14 million. The grant has remained static at \$14 million since 2010. The lack of annual increases means that each year libraries receive less provincial funding as a portion of overall revenue, which results either in cuts to services or an increased cost to municipalities. Inflationary pressures compound the financial situation of BC libraries. Funding is provided to individual libraries; in 2022, the New Westminster Public Library (NWPL) received a grant of \$146,300, which represents 2.9% of NWPL's total operating budget, and a one-time COVID-19 relief and recovery grant of \$79,933.53 that will help address some needs this year only.

As in previous years, the BC Public Library Partners (BC Library Trustees Association, Association of BC Public Library Directors, BC Library Association and BC Libraries Cooperative) are coordinating advocacy efforts to increase provincial funding for libraries. The budget request in 2023 is for \$22 million.

In response to an appeal from our Library Board, at a meeting on June 13, 2022, New Westminster City Council received passed the following resolution to be considered by the UBCM:

WHEREAS libraries in British Columbia are largely financed by levies paid by local governments, and where provincial library funding has remained stagnant for the past 10 years;

AND WHEREAS public libraries are central to communities, provide equitable access to vital resources, including internet, computers, digital

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library tools and in-person services from expert staff which are essential for low-barrier services and support job seekers and small businesses, that increase literacy in communities, that advance reconciliation with Indigenous peoples, and that promote equity and inclusion;

THEREFORE BE IT RESOLVED that the Union of the BC Municipalities call on the Government of British Columbia to provide long-term sustainable funding for public libraries in BC and that the Province ensure that BC Libraries will henceforth receive regular increases to Provincial Government funding in subsequent years.

The support of your delegates to UBCM for this motion would be greatly appreciated.

Sincerely,



Jonathan X. Cote
Mayor

C-2



British Columbia Ferry Services Inc.
The Atrium
Suite 500, 1321 Blanshard St.
Victoria, BC V8W 0B7
Tel (250) 381-1401
Fax (250) 360-2093
bcferries.com

June 28, 2022

Attention:

Gaagwiis Jason Alsop, President, Council of the Haida Nation
William Yovanovich, Chief Councillor, Skidegate Band Council
Donald Edgars, Chief Councillor, Old Massett Village Council
Kris Olsen, Mayor, Village of Queen Charlotte
Doug Daugert, Mayor, Village of Port Clements
Barry Pages, Mayor, Village of Masset
Evan Putterill, North Coast Regional District, Area E Director
Johanne Young, North Coast Regional District Area D Director

Via e-mail

Re: Summer services levels on Route 11 and 26

Mr. Alsop,

Thank you for your letter, which we received on June 9, 2022, requesting ferry service increases for the summer of 2022. As you indicate, the requested services exceed those included in the Coastal Ferry Services Contract with the Province of British Columbia. I am leading discussions with representatives from the Ministry of Transportation in preparation for the upcoming sixth Performance Term of the Contract. We are considering a number of potential service initiatives to be incorporated in the submission, including those that you identified in your letter. In support of that process, I would be pleased to organize a meeting with you and the Ministry to discuss the requested services in more detail.

Best regards,

Brian Anderson
Vice President, Strategy & Community Engagement

cc:

Mark Collins, President & CEO, BC Ferries
Lecia Stewart, Chair, BC Ferry Authority
Jennifer Rice, MLA North Coast

Kirk Handrahan, Executive Director, Marine Branch, BC Ministry of Transportation & Infrastructure
Eva Hage, BC Ferries Commissioner
Sarah Morgan-Silvester, Interim Chair, BC Ferries Board of Directors
Gary Coons, BC Ferry Authority, Northern Coastal & North Vancouver Island Appointment Area

	2020	2021	Jan - Dec 2021	
Revenue Water Operating	Previous Year Actual	Annual Budget	Current Period	Current Period %
Total Fees & Taxation Revenue	- 112,329.00	- 116,950.00	- 84,187.00	71.99%
Total Grants	-	-	-	
Total Water Revenues	- 112,329.00	- 116,950.00	- 84,187.00	71.99%
Total Expenses	69,175.00	97,450.00	35,459.00	36.39%
Amortized asset expense	17,043.00	19,000.00	-	
Total Water Expenses	86,218.00	116,450.00	35,459.00	0.36
Revenue Sewer Operating				
Total Fees & Taxation	- 67,288.00	- 68,700.00	- 52,411.00	76.29%
Total Grants & Transfers	-	-	-	
Total Sewer Revenues	- 67,288.00	- 68,700.00	- 52,411.00	76.29%
Total Operating Expenses	48,048.00	58,250.00	22,202.00	38.12%
Total Contributions to Reserves	-	-	-	
Amortized asset expense	10,971.00	8,500.00	-	0.00%
Total Sewer Expenses	59,019.00	66,750.00	22,202.00	33.26%
Total Revenue	- 1,597,039.00	- 3,633,679.00	- 1,307,299.00	35.98%
Total Expense	1,349,994.00	3,893,550.00	604,558.00	15.53%
	- 247,045.00	259,871.00	- 702,741.00	

F-1

	2021	2022	Jan - Jul 7 2022	
Revenue Gen Operating	Previous Year Actual	Annual Budget	Current Period	% to Date
Description				
Total Taxes	113,998.00	136,000.00	136,002.00	100.00%
Total Payment in Lieu of Taxes	8,766.00	8,150.00	6,665.00	81.78%
Total Sales of Service	41,179.00	29,450.00	2,040.00	6.93%
Total Revenue from Own Sources	105,907.00	95,755.00	252,104.00	263.28%
Total Multipurpose Building Rental	11,900.00	12,200.00	7,783.00	63.80%
Total Unconditional Transfers	389,000.00	389,000.00	483,000.00	124.16%
Total Conditional Grants	552,630.00	1,857,327.00	50,733.00	2.73%
Total Reserves	-	740,084.00	-	
Total Collections for Other Agencies	194,042.00	232,374.00	232,374.00	100.00%
Total Gen Revenues	1,417,422.00	3,500,340.00	1,170,701.00	33.45%
Expenses Gen Operating				
Total Legislative Expenses	25,905.00	39,600.00	17,862.00	45.11%
Total General Administration	303,238.00	387,700.00	158,910.00	40.99%
Total Fire Department	46,101.00	51,750.00	18,808.00	36.34%
Total Emergency Services	7,065.00	3,000.00	-	0.00%
Total Common Services	34,582.00	46,000.00	15,314.00	33.29%
Total Wharf	5,060.00	10,120.00	276.00	2.73%
Total Small Craft Harbour	10,467.00	16,700.00	6,497.00	38.90%
Total Roads	64,196.00	64,050.00	28,879.00	45.09%
Total Environmental Health	14,902.00	-	-	#DIV/0!
Total Environmental Development	8,570.00	4,500.00	956.00	21.24%
Total Parks and Recreation	39,251.00	83,300.00	30,329.00	36.41%
Total MPBC Operating Expenses	55,700.00	63,700.00	31,214.00	49.00%
Total Debt Services	2,109.00	2,000.00	468.00	23.40%
Total Contributions to Reserves	-	-	-	
Total Grants & Misc	254,409.00	2,611,275.00	231,382.00	8.86%
Total Amortized Asset	139,161.00	137,889.00	-	0.00%
Total Taxes Levied-Other Gov't	194,041.00	188,766.00	6,002.00	3.18%
Total Gen Expenses	1,204,757.00	3,710,350.00	546,897.00	14.74%

F-1



REPORT TO COUNCIL

Author: Ronda Bell
Date: July 7, 2022
RE: 2nd Quarter Financial

BACKGROUND: Supporting information regarding 2nd Quarter financial report.

DISCUSSION: Following is the explanation for any areas that had a material difference between actual and budget or actual and previous year.

Revenue from Own Sources: The revenue from the logs from the sewer lagoon site has been received.

Total Reserves: These will be withdrawn from Northern Capital and Planning Grant held in Reserves for the Sewer Lagoon Project and the Well #3 Project.

Total Collections for Other Agencies: This amount will be adjusted as further information becomes available.

CONCLUSION: Informational purposes only.

IMPLICATIONS:

STRATEGIC N/A

FINANCIAL No concerns as of Q2

ADMINISTRATIVE N/A

Respectfully submitted:

Ronda Bell
Sr. Finance Manager

F-1



REPORT TO COUNCIL

Author: Elizabeth Cumming, Deputy CAO
Date: July 18, 2022
RE: Museum Applications for Funds

BACKGROUND:

The Village has received two applications from the Port Clements Historical Society for funding. One is a request for funding of general operations, another is funding for operations as a Visitor Information Centre in Port Clements.

DISCUSSION:

These requests are received annually from the Museum and have a long standing of being provided by the Village, to the degree that it is typically specially included in the Village's annual budget as it is expected to receive a request (normally already having received it).

However, the Village is not obligated, nor is it mandatory, to provide these grants and they are only considered on a year-to-year basis once a request is received. Even if budgeted for, if a request is not received, funding is not disbursed. Even in situations where a request is received, Council can deny it – for example, in 2020 funding was not given to the Museum for the tourist information as the Museum was closed due to the COVID-19 pandemic.

Typically, the requests for funds are received near the end of the previous year or very early in the year the funding is requested for before the Village finalizes its annual budget. This year the requests were received in July, well after the budget was set.

As such, the budget was set based on the previous years budgets with \$3,000 being allocated for a potential request for Museum operations and \$2,000 allocated for a potential request for operations as a tourist information centre.

Staff have evaluated the requests, per the required **Schedule B** under the Community Grant Policy, which funding requests currently fall under. While the request for the \$3,000 for museum operations is recommended to Council for review and approval without issue, the request for \$2,750 for operations as a tourist information centre is being recommended to Council only for \$2,000 as that is what is set in the tourism budget that this is funded through.

It is not recommended to provide the additionally requested \$750 mainly as it is expected that any overflow from other tourism projects will utilize the remaining tourism budget, but there also additional reasons for Council to consider.

In 2014, as referenced when starting their operations for Visitor Information, only \$1,000 was requested and allocated. This amount has been increased to \$1,800 in 2015 and then again to \$2,000 in 2019. As identified in their application, they have not substantially increased their services directly or indirectly to the visitor information services since the extra hours were added in 2014 and they started remaining open until the end of September a few years ago. The only potentially recent change they identify in their application is staff wages and they do not provide even a general outline of how much this has increased to warrant a 37.5% increase in the requested allocation.

It is a reasonable expectation that requests to increase funding allocation have sufficient information to provide justification for the increase. It need not be a reporting burden, even a simplified information report may be sufficient (ex. "Employee wages have gone up by 10% in 2022, to a total of \$xxx, which is an increase of xxx from 2021, of which xx% is attributed to the tourism information services"). It is a bad precedent for the village to accept an increase in allocation without reasonable information to justify it being provided.

CONCLUSION:

Council has allocated \$3,000 and \$2,000 respectively for Museum operations and Visitor Information Centre operations in their 2022 budget. It is not recommended to provide the additional \$750 requested for the Visitor Information Centre operations given a lack of information for justification for the proposed 37.5% funding increase.

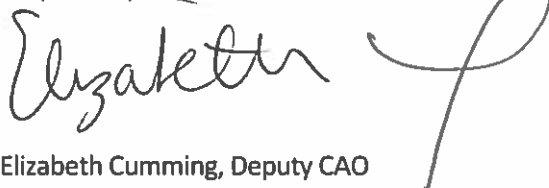
IMPLICATIONS:

- | | |
|-----------------------|--|
| STRATEGIC | Supporting the community's art/culture and economic development is identified as a goal in the Village's OCP. |
| FINANCIAL | Council only budgeted \$3,000 and \$2,000 respectively for the Museum's request, it is not expected that the costs of projects will eat up the remaining budget for tourism. |
| ADMINISTRATIVE | Any changes to the budget would likely require amending the Financial Plan Bylaw which requires staff time to go through and prepare. |

RECOMMENDED MOTION


THAT Council award a grant of \$3,000 for Museum Operations for 2022 and a grant of \$2,000 for Visitor Information Centre Operations for 2022 to the Port Clements Historical Society per the conditions of the Village's Community Grants Policy.

Respectfully submitted:



Elizabeth Cumming, Deputy CAO

6-1



**PORT CLEMENTS
HISTORICAL SOCIETY**
P.O. Box 417 Port Clements
British Columbia Canada V0T 1R0
250.557.4576
pcmuseum@qcislands.ca
www.portclementsmuseum.ca

July 6, 2022

Attn: Marjorie Dobson, CAO
Village of Port Clements
PO Box 198
Port Clements, BC
V0T 1R0

Re: grant-in-aid for museum, grant for visitor information centre

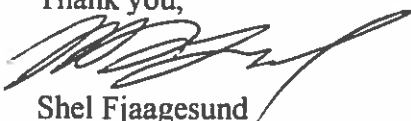
Dear Ms. Dobson,

Attached are applications from the Port Clements Historical Society for its annual operating grant from the Village of Port Clements and for the grant for operating the village's visitor information centre at the museum.

The village has provided funding almost as soon as the museum opened to the public in 1987, as it supplied a student worker each summer to staff the museum full-time. This evolved into an annual operating grant for the museum to pay staff directly by 2006. This year we are requesting \$3,000. This funding, along with annual operating grants from the North Coast Regional District and the Province of BC Community Gaming fund and admissions fees, forms our core annual operating budget.

The tourist information centre at the museum opened in 2013, with funding increased in 2014 as the village asked for a 1-hour daily increase in operating hours June-September. Funding is intended to cover the added costs for the museum. This year we are asking for \$2,750 due to increased staff wages and mandatory employment related costs.

Thank you,



Shel Fjaagesund
Treasurer

Gr-1



Application # 001, 2022

SCHEDULE A: COMMUNITY GRANT APPLICATION

Name/Name of Organization: Port Clements Historical Society

Name of Project/Event: Port Clements museum operations

Mailing Address: PO Box 417, Port Clements, BC, V0T 1R0

Email Address: pcmuseum@qcislands.ca Phone Number: 250.557.4576

Amount requested: \$3,000 To be reviewed at _____ Council Meeting

Give a description of your project: Include a completion timeline, and what the monies would be used for.
The funds will be used to pay operating costs for the museum operated by the Port Clements Historical Society at 45 Bayview Drive, Port Clements. Operating costs are those required to keep the museum open to the public, operating safely and securely, and to maintain the buildings and exhibits both inside the museum, its outbuildings and on the grounds.

What Category of Community Grant would your project fall under? Check one.

- | | | | |
|------------------|-------------------------------------|------------------------------|--------------------------|
| Youth Programs | <input type="checkbox"/> | Environmental Sustainability | <input type="checkbox"/> |
| Events | <input type="checkbox"/> | Economic Development | <input type="checkbox"/> |
| Arts and Culture | <input checked="" type="checkbox"/> | Business Façade Program | <input type="checkbox"/> |

Have you requested monies from other organizations (Provincial, Federal government)? Y/ N. If yes, where?
The PCHS receives funding from the North Coast Regional District & the Province of BC.

Have you received a grant from VOPC before? Y N. If Yes, when? Annually since 2006.

What would be the positive impact on the community? The museum is a significant tourist attraction and provides a wealth of information on the history of Port Clements and its surrounding area.

Does this application include any additional/ supporting documents? Y/N. If yes how many pages? _____

I have read and understand the Community Grant Policy and am responsible for the allocation of funds if the Grant is awarded.

M. S. Fjaagesund, Treasurer, PCHS

Name/ Signature of Representative

July 6, 2022
Date Submitted

0-1



Application # 002, 2022

SCHEDULE A: COMMUNITY GRANT APPLICATION

Name/Name of Organization: Port Clements Historical Society

Name of Project/Event: tourist information centre

Mailing Address: PO Box 417, Port Clements, BC, V0T 1R0

Email Address: pcmuseum@qcislands.ca Phone Number: 250.557.4576

Amount requested: \$2,750 To be reviewed at _____ Council Meeting

Give a description of your project: include a completion timeline, and what the monies would be used for.

It pays for added costs due to the one-hour increase in daily operating hours from June 1st to September 30, as requested by the Village in 2014. The museum went from being open 11 a.m. to 4 p.m. to being open 10 a.m. to 4 p.m. Hourly wages for staff have increased since 2014, when the award was set at \$2,000, and the museum is open an extra 2 weeks, until September 30.

What Category of Community Grant would your project fall under? Check one.

- | | | | |
|------------------|--------------------------|------------------------------|-------------------------------------|
| Youth Programs | <input type="checkbox"/> | Environmental Sustainability | <input type="checkbox"/> |
| Events | <input type="checkbox"/> | Economic Development | <input checked="" type="checkbox"/> |
| Arts and Culture | <input type="checkbox"/> | Business Façade Program | <input type="checkbox"/> |

Have you requested monies from other organizations (Provincial, Federal government)? Y / N. If yes, where?
Not for this service. General operating funds are supplied by the province & the NC Reg. Dist.

Have you received a grant from VOPC before? Y / N. If Yes, when? Annually since 2014

What would be the positive impact on the community? Tourist information promotes local businesses --the most common question is "where can I get something to eat"--and welcomes visitors to the community. The museum provides essential services (washroom, phone, wi-fi) every day and right now is the only place open on Sundays in the village.

Does this application include any additional/supporting documents? Y (N) if yes how many pages? _____

I have read and understand the Community Grant Policy and am responsible for the allocation of funds if the Grant is awarded.

M. S. Fjaagesund, Treasurer, PCHS

Name/Signature of Representative

July 6, 2022
Date Submitted

Handwritten mark



Application # 002, 20 22

SCHEDULE B: GRANT APPLICATION EVALUATION FOR STAFF

Name/Name of Organization: Port Clements Historical Society

Name of Project: Tourist Information Centre

Amount requested: \$ 2,750 To be reviewed at July 18th, 2022 Council Meeting

What Category of Community Grant does project fall under?

Youth Programs
 Economic Development

Events
 Arts and Culture

Environmental Sustainability
 Business Façade Program

Are there funds available for this project? Y / N, \$ 2,000 available in budget

What will be the impact on the Village?: provides space, ^{aside from Village Office,} where tourists can get variety of info including on local businesses.

What will be the impact on the Village Staff (including Public Works)? minimal, if only the amount budgeted for in 2022 is given; budget revision requires ^{otherwise}

1. Do the direct and indirect benefits to VOPC outweigh the cost? Y / N
2. Has this person/organization received a grant before? Y / N
 - a. If yes, Was it a positive experience? Y / N
3. Lifespan of project
 - a. Is the project sustainable? Will it have an impact for greater than 1 year? Y / N
4. Alignment with Official Community Plan? Y / N
5. Conflict with any legislation (Bylaws, Provincial laws, Acts, etc.) Y N
 - a. If yes, which legislation? _____
6. Does/would this project have community support? Y / N
7. Could this project be perceived as controversial? Y N
8. Is there any additional documentation required before submitting application to Council? Y N
 - a. If yes, what is missing from the application? _____
9. Feasibility of Project
 - a. Specific Y / N only \$2,000 available in ^{tourism} budget.
 - b. Measurable Y N difficult to ascertain specific measurable fr
 - c. Attainable Y / N only if within budget.
 - d. Realistic Y / N "
 - e. Timely Y N Budget was set in March 2022
10. Does this project fill a need in the community? Y / N

Accepted application for Grant of \$ 2,000 to be forwarded to Council OR Application Declined

Reason for declined: _____

Elizabeth
Signature

2022-07-13.
Date

Gr



Application # 602, 20 22

SCHEDULE C: COUNCIL GRANT EVALUATION

Name/Name of Organization: _____

Name of Project: _____

Amount requested: _____ To be reviewed at _____ Council Meeting

Agree with recommendations of staff? Y / N

Any notes: _____

Approval: Accepted / Declined

Reason for declined: _____

5-1



SCHEDULE B: GRANT APPLICATION EVALUATION FOR STAFF

Name/Name of Organization: Port Clements Historical Society

Name of Project: Port Clements Museum Operations

Amount requested: \$3,000 To be reviewed at July 18th, 2022 Council Meeting

What Category of Community Grant does project fall under?

Youth Programs

Events

Environmental Sustainability

Economic Development

Arts and Culture

Business Façade Program

Are there funds available for this project? Y / N, \$ _____ available in budget

What will be the impact on the Village?: It brings a economic benefit to local businesses by bringing in tourist; it also bring historical + social benefit

What will be the impact on the Village Staff (including Public Works)? Negligible impact, staff involved in processing payment/sending notification

1. Do the direct and indirect benefits to VOPC outweigh the cost? Y / N
2. Has this person/organization received a grant before? Y / N
 - a. If yes, Was it a positive experience? Y / N
3. Lifespan of project
 - a. Is the project sustainable? Will it have an impact for greater than 1 year? Y / N
4. Alignment with Official Community Plan? Y / N
5. Conflict with any legislation (Bylaws, Provincial laws, Acts, etc.) Y / N
 - a. If yes, which legislation? _____
6. Does/would this project have community support? Y / N
7. Could this project be perceived as controversial? Y / N
8. Is there any additional documentation required before submitting application to Council? Y / N
 - a. If yes, what is missing from the application? _____
9. Feasibility of Project
 - a. Specific Y / N \$3,000 was in 2022 budget for Museum
 - b. Measurable Y / N difficult to ascertain specific impacts rather than general
 - c. Attainable Y / N it is within budget and the Museum operates.
 - d. Realistic Y / N " " "
 - e. Timely Y / N " " "
10. Does this project fill a need in the community? Y / N

Accepted application for Grant of \$ 3,000 to be forwarded to Council OR Application Declined

Reason for declined: _____

Elizabeth
Signature

2022-07-13
Date

W



Application # 002, 20 22

SCHEDULE C: COUNCIL GRANT EVALUATION

Name/Name of Organization: _____

Name of Project: _____

Amount requested: _____ To be reviewed at _____ Council Meeting

Agree with recommendations of staff? Y / N

Any notes: _____

Approval: Accepted / Declined

Reason for declined: _____

Cr



REPORT TO COUNCIL

Author: Elizabeth Cumming, Deputy CAO
 Date: July 18, 2022
 RE: 2022 Second Quarter Progress Report on the Strategic Plan

RECOMMENDATION(s):

That Council receives this report on the goals, objectives and targets outlined in the Village of Port Clements 2021 – 2025 Strategic Plan.

BACKGROUND:

Council requires regular updates to review progress on their Strategic Plan to make any adjustments needed to ensure deliverables can be accomplished within identified timelines.

On April 19, 2021, Council adopted their 2021-2025 Strategic Plan outlining their targets and capital priorities for the next five years. On January 17, 2022, Council adopted their Updated Strategic Plan 2021-2025. This report provides updates on each of the Council's four Strategic Priorities for the first quarter of 2022.

SUMMARY OF RESULTS:

In the 2022 Strategic Plan, Council set a total of 19 core services targets and 14 Council initiative targets to be completed this year (i.e. by the end of 2022). Of those, **12% (4) are COMPLETE**, **56% (18) are IN PROGRESS**, and **32% (10) are NOT STARTED or ON HOLD**.

DETAILED RESULTS:

Creating Stability and Capacity in the Village Office

GOALS: *To increase staff capacity to maintain municipal operations, operate infrastructure and manage existing and future projects while supporting the Village Council.*

To ensure Council has the knowledge and training to provide effective, efficient and transparent governance for the municipality.

To be Completed in 2022	Ongoing
CORE SERVICES <ul style="list-style-type: none"> • CAO Recruitment – COMPLETE • Municipal COVID-19 Reopening Plan – COMPLETE COUNCIL INITIATIVES <ul style="list-style-type: none"> • Role clarity for Commissions – COMPLETE • Vibrant Commission: Hiring of tourism Advocate – 60% COMPLETE, GRANT FUNDING TRANSFERRED 	<ul style="list-style-type: none"> • Senior Finance Manager training for Chief Financial Officer (CFO) role • Training for Village Staff • Focus on operational efficiencies in the Village office • Council governance training

cr-2

Village of Port Clements - Report to Council

Maintaining and Improving Existing Infrastructure

GOALS: *To develop short and long term plans to ensure our assets are well-maintained and the community is a good place to live.*

To ensure that infrastructure projects include an assessment of ongoing operating and maintenance costs.

To complete projects/initiatives within their scope, schedule and budget, involving Council at all key decision points.

To improve community safety and ability to respond to emergencies.

To be Completed in 2022

CORE SERVICES

- Sewer Lagoon, lift station(s) compliance upgrade – **IN PROGRESS**
- Water Treatment Plant upgrades:
 - Well # 3 connection – **IN PROGRESS**
 - Chlorine shed repairs – **IN PROGRESS**
 - Asbestos cement water line replacement – **NOT STARTED**
 - Operating System Upgrades – **NOT STARTED**
- Froese subdivision streetlights – **COMPLETE**
- Fire Hall floors – **99% COMPLETE, WAITING ON BACKORDERED PURCHASES**
- Clinic heat return ventilation system & heat pumps, drainage, building assessment – **IN PROGRESS, LOOKING FOR GRANTS**
- Heat pumps for St. Marks, Community Park Bathroom, Water Pump House – **IN PROGRESS, LOOKING FOR GRANTS**
- Public Works Salt/Sand Shed/Pellet Storage – **IN PROGRESS**
 - Biomass Supply – **NOT STARTED**
 - Fire Hall Heat Supply – **NOT STARTED**

COUNCIL INITIATIVES

- Sunset Park Campground upgrade – **IN PROGRESS**
- Community Park improvements:
 - Tennis Court Revitalization -- **IN PROGRESS, GRANT APPROVED**
 - Soccer Field – **NOT STARTED**
 - Bathroom Security -- **IN PROGRESS, GRANT APPROVED**
 - Playground Fencing – **NOT STARTED**
 - Playground Equipment – **NOT STARTED**

Improving Livability and Revitalizing the Economy

GOALS: *To encourage island governments working together for the betterment of all island communities.*

To support and encourage local industries and businesses to grow through new opportunities and partnerships.

To support and encourage volunteers and volunteer organizations and their contributions to the local economy.

To develop community recreation options and promote a healthy lifestyle for all ages.

To maintain and operate our Parks and Recreation facilities and spaces for the benefit of the community and make improvements as budget and staff capacity allow.

Village of Port Clements - Report to Council

To be Completed in 2022	Ongoing
<p>CORE SERVICES</p> <ul style="list-style-type: none"> • Update Emergency Preparedness Plan – NOT STARTED • Review Community Wildfire Protection Plan – NOT STARTED <p>COUNCIL INITIATIVES</p> <ul style="list-style-type: none"> • Vibrant Community Commission <ul style="list-style-type: none"> ○ St. Mark’s Gift Shop – IN PROGRESS ○ Downtown core beautification projects – IN PROGRESS ○ Tourism Signage – NOT STARTED ○ Tourism Marketing – IN PROGRESS ○ Golden Spruce Trail Extension Study – IN PROGRESS ○ Sunset Trail Improvement Project – IN PROGRESS 	<ul style="list-style-type: none"> • Community Forest Development

Encouraging and Supporting Land Development

- GOALS:**
- To encourage and support the development of residential properties within the municipality.*
 - To support the development of senior’s housing options.*
 - To encourage and support the sale and development of industrial properties for job creation.*
 - To increase the number of young families living in the community.*

To be Completed in 2022
<p>CORE SERVICES</p> <ul style="list-style-type: none"> • OCP/Zoning/Subdivision modernization – IN PROGRESS • Coastal Erosion and Flood Mapping study (Regional partnership) – IN PROGRESS <p>COUNCIL INITIATIVES</p>

IMPLICATIONS:

STRATEGIC: The 2022 Strategic Plan was developed at Council’s direction and incorporated resident feedback in the initial 2021-2025 Strategic Plan.

FINANCIAL: The completion and adoption of the 5-year Strategic Plan has informed Budget Development for the 5 Year Financial Plan and provided direction for grant applications.

ADMINISTRATIVE: The adoption of the 5 -year Strategic Plan has formed the basis of the annual work plan for administrative and public works staff.

Respectfully submitted
Elizabeth Cumming, Deputy CAO

G-2



REPORT TO COUNCIL

Author: Elizabeth Cumming, Deputy Chief Administrative Officer

Date: July 18, 2022

RE: Regular Report on Current Operations

BACKGROUND:

The CAO/Acting CAO updates Council at the Regular Council Meetings on current operations and challenges.

DISCUSSION:

The report is not an exhaustive list of operational activities that have occurred since the last update or are occurring, but to provide a general update and identify notable occurrences in current operations for Council.

Administration:

Only one Bursary application was received by a graduating student, Benjamin Simonsen. He met the requirements as per the Bursary Policy, and as such \$500 will be distributed to him. Further Council approval is not required; the bursary is within budget, meets policy requirements. As per the policy, the unspent \$500 for a second bursary will go into bursary reserves (for the situation where more than two applications are received).

The Village was visited by a Worksafe BC inspection on July 5th (inspections are by surprise to verify compliance). Worksafe BC had immediate recommended changes to areas of the worksite which staff are in the process of following, and an order is expected to be received by July 15th. From conversation with Worksafe BC inspection officer, the order is mainly expected to be about creating programs and written policies to their satisfaction to comply.

Administrative capacity reduced with staff away due to medical week of 11th – 15th.

Visit by Ministry of Environment Officers for inspection of progress on sewer lagoon project and current sewer lagoon on July 13th. Visit went well; clarification that draft order for September 2022 deadline for compliance with standards was a warning but was not issued so not a deadline the project is working up again as staff believed – delays in the sewer lagoon project do not risk penalties being imposed on the Village currently, as long as the monthly reporting obligations on progress with project are kept to (which they are).

Emergency Response and Contingency Plan for Water Supply: Continues to do the preliminary work on the document as part of the Village Drinking Water compliance requirements

Finance:

- o Regular financial operations (AP, AR, payment processing).

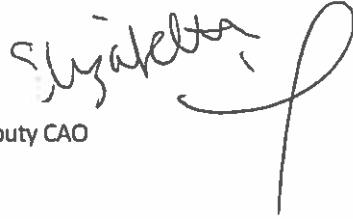
Public Works

- o Continuing work in support of Bird Tower/Sunset Trail upgrades with project manager. Bridge assessment complete and project manager is formulating a plan acting upon the recommendations of that assessment. Final placement of swim shack and gazebo completed
- o Continuing support to engineers and administration for wastewater lagoon upgrade.
- o Supporting admin with finishing up carried over funded projects, i.e., PW yard, Firehall interior upgrades.

R-1

- Public Works is feeling overwhelmed with the pressures of added projects on top of our normal operating duties, seeking a balance that will inevitably affect the projected timelines of project completions. I wish to respectfully remind Council of the issue of lack of equipment and capacity both in house, and lack of capacity of available contractors to complete projects in a reasonable timeframe.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Elizabeth Cumming". The signature is written in a cursive style with a large, sweeping flourish at the end.

Elizabeth Cumming, Deputy CAO

**Village of Port Clements
Council Meeting Action Items List**

Action #	Date	Description	Lead	Follow up
A-1	02-05-2022	Donations Policy #11	Staff	Council directed staff to pursue updating Donations Policy #11 to include process for when donations are requested from the Village; identified as something that can be brought back for council consideration later in the year (ex. fall)

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