

# K'ómoks First Nation

## Food Fish Policy

July 10, 2017  
Version 1.

Approved by the Chief and Council on July 10, 2017.

### PART 1.

#### 1. INTRODUCTION

##### 1.0 Purpose and Scope

1.1 The purposes and of this Policy are to:

- a) ensure that all KFN Members are treated fairly and justly and in a manner that ensure the equitable distribution of Food Fish.
- b) to assist the designated person(s) collecting and distributing Food Fish to have a clear directive and understanding of this Policy.
- c) ensure that the KFN's Food Fish Policy and procedures are fair, impartial, respectful and consistently and equitably applied;
- d) provide clarity to Contractors contracted to obtain Food Fish by ensuring a contract is obtained and signed including information on pick-up and distribution.
- e) provide a working guide for the KFN designated person(s) on pick-up and distribution.
- f) establish an effective working environment and maintain a harmonious relationship between the KFN designated person(s) and membership;
- g) ensure that all reasonable measures are provided for the safety and health of the membership by maintaining proper procedures
- h) ensure the integrity of the KFN;

1.2 The Scope of this Policy

- a) Set up procedures for Fishing Contractors of Food Fish
- b) Set up procedures for pick-up of Food Fish
- c) Set up procedures for distribution of Food Fish
- d) Set up procedures of obtaining transportation and equipment for pick-up of Food Fish, ensuring health and safety standards
- e) Set up procedures for maintain health and safety standards
- f) Set up procedures for dispute resolutions

## **2.0 RESPONSIBILITY**

2.1 The responsibilities are outlined as follows:

- a) It is the responsibility of the KFN Chief and Council as elected Officials to set the objectives and to approve policies
- b) Chief and Council will appoint the Band Manager to appoint the Fishing Contractor for Food Fish and to designate the Band Manager to ensure that a Contract be signed outlining the procedures as set out in this policy
- c) Chief and Council will appoint the Band Manager to designate the designated person(s) to carry out the pick-up, including 2 helpers to remove fish from the hatch, and distribution of Food Fish as outlined in the procedures as set out in this policy
- d) Chief and Council will appoint the Band Manager to obtain the transportation and equipment necessary to pick –up the Food Fish as outlined in the procedures as set out in this policy
- g) The Band Manager will appoint designated person(s) to pick-up and distribute Food Fish.

## **3.0 APPROVAL OF THIS FOOD FISH POLICY**

3.1 Procedures in the area of Food Fish are subject to modification and further development in light of experience. All changes to this Policy will have prior approval by the Chief and Council.

## **PART 2. PROCEDURES**

4.0 Procedures for Fishing Contractors of Food Fish. A contract to be drawn up by the Band Manager (Appendix A).

- 4.1 Ensure that health and safety standards are maintained by ensuring that fish is kept with sufficient ice in the hold. If these standards are not met the KFN has the right to refuse the fish at no cost to KFN.
- 4.2 Enough lead time is given for KFN to give enough time for Band Manager to get designated transporters up to Campbell River to pick-up fish and to request that this is done within daylight hours (if possible).
- 4.3 That fish will only be handed out to designated transporters that have a signed letter from the KFN designating them to be transporters of Food Fish.

5.0 Procedures for pick-up of Food Fish.

- 5.1 The Band Manager will ensure or designate a Guardian to ensure that all health and safety standards are kept for the pick-up of Food Fish by ensuring that vehicles and trailers are roadworthy and ensured; that there are an adequate amount of totes (with properly fitted lids that are kept closed) and ice for the fish to be held in until they can be distributed.
- 5.2 The Band Manager will ensure that anyone designated to either transport, distribute or process fish has read and understood this Food Fish policy.
- 5.3 The Band Manager will designate 2 helpers to move fish from the boat hatch to the waiting transport, as well as designate transporters by issuing a signed letter for each transporter, designating them to pick up Food fish for KFN.
- 5.4 The Band Manager will ensure that a Guardian(s) will be appointed to distribute the fish

**6.0** Procedures for distribution of Food Fish

**6.1** That this procedure for the distribution of Food Fish is subject to the \*availability and \*adequate supply of Food Fish and subject to the following formula that the Band Manager will be setting: Number of fish, divided by number of recipients (per household) \**see definition of recipients/per household.*

**6.2** The Designated Guardian will manage and ensure that this Food Fish policy is adhered to in the distribution of Food Fish.

**6.3** Distribution will be done in the following order:

**6.3.1** Elders have the first right to any Food Fish; including Elders that are out of town/off reserve.

**6.3.2** As per formula established on supply of fish and recipients as directed by the Band Manager.

**6.3.3** Any bi-catch such as Pinks or Chums will be made available to Members on a first come first serve basis.

**6.4** On Reserve Members that are away at the time of Food Fish being distributed or Off Reserve member, that are having fish picked up by their designated person, must have authorization in the form of a letter/email or confirm telephonically with the Band Manager/Guardian that they have designated the named person to pick- up their Food Fish. No fish will be held due to limited fridge/freezer space.

**7.0** Procedures for dispute resolutions. Any non-compliance with the Fishing Contractor, Transporters or Distribution should be reported to the Band Manager and it will be the Band Manager's responsibility to deal with any disputes and report to Chief and Council in writing. Any non-compliance will be noted and will affect the transgressor by:

**7.1** Transporter not complying will be put on notice and not able to transport fish for the following years;

**7.2** If taking fish to deliver to another person and it is reported that this was in fact not delivered, that person they will be put on notice and will in future be last to receive Food Fish.

**DEFINITIONS:**

- I. KFN members – K'omoks First Nation members
- II. Fishing Contractor – Contractor hired to obtain Food Fish for the KFN
- III. Helpers – hired to assist with removing fish from the Boat hatch to the waiting transport
- IV. Transporter – those appointed to procure ice, totes and drive up to Marina to pick up Food Fish and return to KFN
- V. Distributors – those appointed to distribute Food Fish, as per this Food Fish Policy
- VI. Recipients – Only KFN members, 18 years and over, are eligible to receive Food Fish, including Off Reserve members and students over 18 that live off Reserve for the purpose of studying for the school year. Recipients are limited to per household (defined below)
- VII. Households – Recipients living under one roof are defined as a household. Households that have a suite – which constitutes having a two kitchens – will be considered two households.

**APPENDICES**

Appendix A: Fishing Contract

Appendix B: Letter of Consent for designated person(s) to pick-up of Food Fish

Appendix C: Distribution list/tally of Food Fish allocated

Appendix D: Form for pick-up of Food fish for family members/off reserve band members

Appendix E: Smoke House etiquette.

Signed on the 10<sup>th</sup> day of July, 2017 by the following:

  
Chief Nicole Rempel

  
Councillor Josh Frank

  
Councillor Melissa Quocksister

  
Councillor Sharlene Frank