

# COUNCIL MEETING REPORT

Regular Meeting of Council, December 3, 2016

18.01.2017

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## Finance Committee Report, Mi'kmaq Commercial Fisheries, and Request for Proposals



### Finance Committee Report

Stephenville Ward Councilor Gerard Alexander presented the Finance Committee report arising from the last committee meeting on November 16, 2016. Income statements for each of the band-owned entities were reviewed.

New policy for the Post-Secondary Student Support Program (PSSSP) was revisited. The former policy required Qalipu to recover all monies given to students who did not complete their programs. Policy change reflects recovery only on the students' current incomplete semester. It was noted that although this policy change is now in effect, and debts sitting with Qalipu will be forgiven, uncollected debt that was previously sent to collections cannot be forgiven as they have already been sent to a third party collections agency.

Over budget on travel: Councilor Alexander recommended that travel expenditures be monitored and reduced where possible as the projected 2016 travel budget is over by 50%.

Rob Dicks, Director of Operations, explained that a significant part of this average was the change from four regular meetings of Council per year, to six. He suggested that teleconference be used where possible but that certain costs associated with additional Council meetings would have to be budgeted for in the 2017-2018 budget.

Councilor Alexander also noted that the budget for legal fees has also gone over. It was explained that many of the legal fees incurred by the Band are related to the enrolment process and will likely be recovered to balance this budget.

Reallocation of funds: \$135,000 had been allocated to hire a manager for the Qalipu Development Corporation (QDC). Since the Band is undergoing planning and review of QDC structure, the Finance Committee recommended that this fund be reallocated as needed.

Financial By-law Resolution: Rob Dicks, Director of Operations presented Section 13 of the current Financial By-Law. Council reviewed the section, alongside recommendations for amendment that were put forward by the Finance Committee. The amendment provides a more in-depth description of the role of the Finance Committee and what it will accomplish for the Band. The amendment was passed by a resolution of Council, however any changes to the Band's financial by-laws must be approved by the Minister of INAC.

### Mi'kmaq Commercial Fisheries (MCF)

It was noted that the MCF Committee has not met in two years and needs to be revitalized. Corner Brook Ward Councilor Brian Dicks was appointed to chair the committee and explore growth and improvement on the file.

Councilor Dicks will do a full inventory of where MCF is and look into potential business development opportunities. It was stated that MCF is a good fit for the Band culturally, and has many opportunities for relationship building.

It was suggested that Derick Brown, who currently manages Qalipu's largest fishing vessel, should be invited to the committee as a member at large.

### Request for Proposals

Qalipu issued a Request for Proposals to develop a new directory of goods and service providers. The request closed on December 2. Directory will be updated once all materials have been reviewed and compiled.

## New Policy (IT), Housing Concerns and Ethics Committee



### New Policy Adopted

The Information Technology, Information Management and Computer Use Policy was reviewed and approved by Council.

### Housing

Gander Bay Ward Councillor Calvin Francis spoke to a housing crisis among elders, low income families, single parent families and youth. He said that during the last election, Councillor Francis, Central Vice-Chief Joe Bouzanne, and Glenwood Ward Councillor Frank Skeard committed that housing would be one of the outmost priorities.

It is believed that the time has come to move forward with this very important cause. A request was made to approach CMHC about reinstating the home repair program and enhancing Qalipu's presence and credibility. He said that when the housing repair program formerly offered to members through the Federation of Newfoundland Indians ended, there were some 300 people on a waiting list for repairs. He suggested the list would likely be much higher today. All were in agreement that looking into available funding for housing would be a priority going forward.

Chief Mitchell spoke to a financial commitment received from the Congress of Aboriginal Peoples to have a one day meeting to talk about housing. Council will be brought together for this along with representation from Ward members.

### Ethics Committee

The newly established Ethics Committee recently held their first meeting. Members of the committee include Renee Dyer, Manager of Health Services, Erica Samms-Hurley, Western Region Vice-Chief and Nurse/Educator, Arlene Blanchard White, St. George's Ward Councillor and Dr. Carla Wells (RN, PHD), filling the seat reserved for a researcher with a PHD.

A preview of why an Ethics Committee is required was presented by Western Vice-Chief, Erica Samms-Hurley. Projects would be looked at in a different way and how those projects could be expanded was discussed. This in turn would enhance the Band's credibility in the research community, increase the Health Division's ability to apply our research towards future research opportunities and increase the Band's accessibility to other grants and funding opportunities.

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## Human Resources Policy Review, Election Reform and Qalipu Cultural Foundation



### Human Resources-review of job posting procedure

Policy changes that were proposed at the previous meeting of Council were drafted and brought back to the December 3 meeting of Council for review and consideration.

The first policy change was regarding casual employees and their inability to apply on internal job postings. Current policy states that casual employees are not eligible to apply for internal postings but, can apply on posting once they are posted publicly. Council had requested this be changed so that casual employees who have been employed for a period of 3 months may apply for internal job postings (with first consideration given to part-time and seasonal permanent staff who meet the job requirements).

The second policy change was in reference to temporary staffing assignments. Current policy states that all postings in excess of three months require an external posting. Proposed policy would be to allow 3-12 month temporary staffing assignments to be made without external job postings if qualified temporary/casual staff are available to apply internally to fill the position.

After a lengthily discussion around hiring, Council opted not to accept the policy changes and will instead go forward with a complete review and edit to the current HR policy.

### Election Reform Committee

Gerard Alexander, the Chair of the Election Committee, read aloud the minutes of the meeting held on November 15, 2016. This Committee will consist of Gerard Alexander, Joe Bouzanne, Jasen Benwah, Alison White, Mabel MacDonald and Carol Lahey. During the last two elections, there have been numerous problems noted which include:

- Members living in one ward and having to travel to another ward to vote
- Name not listed on the correct voters list

### Election Reform Committee Continued

One solution could possibly be the addition of a questionnaire on the Qalipu website. This would give members the opportunity to voice their opinion on the type of election they would like to see going forward. Without changing the Election Code, the ballot return time line could be changed from 19 to 30 days. To change the Election Code, there would have to be a referendum vote which could be included with the next election and be in effect in election year 2021.

### Qalipu Cultural Foundation (QCF)

QCF Chairperson Sherry Dean was on hand to speak to Council about the Foundation's present situation and goals going forward.

Dean reported that governance, policy and procedure are important building blocks of any organization. Since the Foundation was launched in 2015 its bylaws, mandate, mission and vision have been defined.

The Foundation recognized the need for funding to fulfill its vision and mandate. In 2015 the Foundation received charitable status and hosted its first fundraiser dinner and silent auction where more than \$15,000 was raised. This year the second annual event raised more than \$17,000.

Dean offered thanks to the Council for their support in QCF's fundraising efforts. She noted that money raised will be used to support groups in doing things that increase their cultural knowledge, in particular elders and youth. Dean also referenced QCF support for the Outdoor Education Program, and the mini-powwow. She said that the intention of the Foundation is to support groups across all Wards of the Qalipu First Nation and ensure that everyone is fairly represented.

Going forward the Foundation will continue to work towards finalization of the strategic planning process and enhancing volunteer engagement and opportunities.

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## **Eastern Door Logistics, Communications Plan and Next Meeting of Council**



### Eastern Door Logistics

Keith Goulding, Director of Work Force Qalipu, reported on progress to date with exploration of a new business venture-Eastern Door Logistics. This company will be a Qalipu-owned venture in partnership with Sam-Son Logistics of Buffalo, NY. Goulding said that he has been doing due diligence since 2014 to determine the viability of establishing Eastern Door which would operate as a third-party shipping company. He explained that this business would allow Qalipu to ship goods across North America, as well as to provide cost effective, reliable shipping to Newfoundland and Labrador while utilizing existing infrastructure and shipping companies.

Goulding reported on potential opportunities for membership, member owned business, and anticipated employment positions for Qalipu including payroll and administration. He said the next step is to enter an agreement with Sam-Son. He sought Council's approval to take the project to the next level. Ben Bennett, Flat Bay Ward Councillor and Chair of the Qalipu Business Trust, reported having reviewed all the documents, plans and strategy. He recommended that this would be a good move for Qalipu and suggested Council give the approval to Goulding to continue.

Council gave their full support to the Director to carry on with the venture.

### Communications Plan

Alison White, Communications Officer, presented an end of enrolment communications plan and strategy. The purpose of the plan and strategy are to build awareness and educate applicants about the upcoming mail out of decision letters and the possible implications resulting from the decision rendered for the individual, including but not limited to the appeal process. The plan is also intended to support members of council and prepare front line employees.

Some highlights of the plan and strategy include development of comprehensive question and answer documents to answer frequently asked questions, updated web content on Qalipu.ca, publication of an enrolment focused newsletter and working with the Implementation Committee on review and recommendations on INAC generated communication products.

### Next Meeting of Council

The next regular meeting of Chief and Council will take place on February 11 starting at 9:00 AM at the Lion's Den in Stephenville. Please call Mabel MacDonald at 634-5111 or email [mmacdonald@qalipu.ca](mailto:mmacdonald@qalipu.ca) to register.

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