

**Qalipu First Nation
Council Meeting
July 29, 2021**

**Community Room
1 Church Street, Corner Brook
&
Microsoft Teams**

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Welcome and Opening Prayer

The Council of Qalipu First Nation held its regular meeting of Chief and Council on Microsoft Teams and in the Community Room, 1 Church Street, Corner Brook. The meeting was live streamed for members of Qalipu. The room was smudged prior to the start of the meeting and Chief Mitchell welcomed staff, Councillors, and the members who were listening. The official QFN meeting began at 11:55 am. Councillor Odelle Pike was invited to start the meeting with a prayer and a moment of silence was observed for those lost at residential schools.

Attendance

The following members of Council and Staff attended the meeting:

Name:	Position:
Mr. Brendan Mitchell	Chief
Mr. Keith Cormier	Western Vice-Chief
Mr. Randy Drover	Central Vice-Chief
Mr. Jasen Benwah	Councillor Port Au Port – Joined through Microsoft Teams
Mr. Brian Dicks	Councillor Corner Brook
Mr. Frank Skeard	Councillor Glenwood
Ms. Odelle Pike	Councillor Stephenville
Mr. Andy Barker	Councillor Exploits
Mr. Ivan White, SR	Councillor Flat Bay
Mr. Ivan J. White	Councillor St. George's – Joined through Microsoft Teams
Mr. Calvin Francis	Councillor Gander Bay
Mr. Keith Goulding (Staff)	Band Manager
Mr. Andrew Simmons	Director of Finance
Ms. Reisha Knott (Staff)	Communications Manager
Ms. Alison White (Staff)	Communications Manager
Mr. Ryan Matthews (Staff)	Computing Specialist – Joined through Microsoft Teams
Mr. Evan Bennett (Staff)	ICT Support Technician – Joined through Microsoft Teams

Absent

Sabrina Muise, Youth Representative sent regrets

Review and Acceptance of the Agenda

Motion 09-21-22 – Adoption of the Agenda

The agenda was reviewed. Chief Mitchell read the items. A motion was made to accept the **agenda** with additions or omissions.

Moved by:	Keith Cormier	Seconded by:	Calvin Francis
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Agenda accepted.

Edits to the Agenda

- Executive Committee Report was tabled in the interest of time
- Addition of discussion and motion to add new national holiday to the Human Resources
- Identify “special spaces” – Indigenous graveyards
- Policy for credit cards needs to be discussed from Finance Committee Report but all other outstanding items from July 15 meeting of that committee have been dealt with in discussion with auditor.
- Update on Election

Review and Acceptance of Minutes

Meeting Minutes - May 15,2021

A draft of the meeting minutes was distributed to Council prior to the meeting. Councillors provided edits to the minutes during the Council meeting.

Edits suggested: page 8 – Executive Committee report strike “and Premier Andrew Furey” The suggested edits will be completed.

Motion 10-21-22 – Adoption of the Minutes

A motion was made to accept the **minutes of May 15, 2021** with suggested edits.

Moved by:	Brian Dicks	Seconded by:	Odelle Pike
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Minutes of May 15, 2021 were adopted.

Committee Updates

Prior to the Council meeting, the Chairs of the committees submitted reports on the activities of the Committees.

Finance & Audit Standing Committee (FASC)

VC Randy Drover presented financial statements, reviewed by Finance and Audit Committee and reviewed with auditor during in camera meeting this morning. These will be posted to the website and shared at annual assembly.

Motion 11-21-22 – Acceptance of Audited Financial Statements

A motion was made to accept the **audited financial statements as presented**.

Moved by:	Randy Drover	Seconded by:	Calvin Francis
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Audited Financial Statements for 2020-2021 were adopted.

Motion 12-21-22 – Support for North American Indigenous Games – Team NL

Question: North American Indigenous Games (NAIG) were included in the budget from 2020-2021 however the Financial Statements did not reflect the \$15,000 set aside for NAIG.

A motion was made to set aside \$15,000 from the 2020-2021 surplus for the NAIG.

Moved by:	Randy Drover	Seconded by:	Odelle Pike
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Motion 13-21-22 – Annual Operating Plans 2020-2021 (Q4 Review)

Question re: Implementation of Organizational Review. Band Manager gave an overview of the status of the implementation schedule. Directors' positions for Finance, Culture, Tourism and Community Development as well as Health and Wellness are all filled with Operations outstanding. Outstanding Manager Level positions were rolling out and anticipating all positions to be filled through Q2-3.

Question re: Housing program. Some discussion ensued around the Housing position and the importance of housing in our Strategic Plan. The Band Manager updated the Council on the timelines around the hiring of the Housing staff and committed to having the Housing Officer in place within the next two weeks. It was also suggested that Chief Mitchell write a letter requesting support from partners in the Federal government to ensure our efforts are supported.

A motion was made to adopt the Annual Operating Plans 2020-2021 (Q4) as circulated.

Moved by:	Randy Drover	Seconded by:	Odelle Pike
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Motion 14-21-22 – Briefing Note Credit Card Policy

The Chair presented a Briefing note to Council regarding use of personal credit cards for Band purchases. The concerns around delays on reimbursement due to the volume of transactions in some departments and limits this can place on staff's personal credit. The note makes changes to Section 6.E.9 of the Finance Policy and would see credit cards issued to departments for the purposes of point-of-sale purchases.

Central Vice-Chief Randy Drover made the following motion:

Motion to amend the Financial Policies (6. Expenditures, E. Procedures, (9) Corporate Credit Card) to read:

a) Corporate credit cards may be issued to Directors upon approval by both the Senior Financial Officer and Senior Manager. Approval will be based on a demonstrated need for the credit card and service time with the organization. Corporate credit cards can also be withdrawn by the Senior Financial Officer and Senior Manager at any time.

b) The maximum spending limits for each card will be as follows:

i. Director - \$2,500 limit. At the discretion and approval of the Finance and Audit Committee, this can be increased to a \$5,000 limit.

ii. Senior Financial Officer and Senior Manager - \$25,000 limit

c) Cardholder responsibilities:

i. All purchases must be made in accordance with the Qalipu Finance Policy

ii. All purchases must be for business expenses only. Under no circumstances must the card be used for personal expenses.

iii. The cardholder is solely responsible for the use and security of the card.

iv. The cardholder, or designate, will be responsible for reconciliation of the monthly statements. The monthly reconciliation and all receipts must be submitted to the Department of Finance within 15 days after the end of the statement period. Any unbalanced items must be immediately reported to the Senior Financial Officer.

d) Card limitations:

i. Credit cards will have point of sale ability, with the cardholder choosing a pin number. The “tap to pay” feature will not be enabled for corporate credit cards.

ii. Cannot be used for travel expenses. These purchases will be disabled by the Bank, except for fuel expenses which should only be used for First Nation vehicles.

Moved by:	Randy Drover	Seconded by:	Odelle Pike
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Motion passed.

National Day of Truth and Reconciliation

The Band Manager reviewed a press release from the federal government, advising of a new paid annual leave day for federal employees on September 30th every year to be recognized as a National Day of Truth and Reconciliation.

Motion 15-21-22 – National Day of Truth and Reconciliation

A motion was made to amend Section 15.e.1 OF THE Human Resources Policy to include National Day of Truth and Reconciliation as an annual leave day for the staff of Qalipu First Nation on September 30th of each year.

Moved by:	Randy Drover	Seconded by:	Odelle Pike
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

MOU accepted with edits to be made following the meeting.

Special Spaces

Discussions were had around the need for a study to identify Indigenous graveyards and other significant spaces for the indigenous people of Newfoundland.

Motion 16-21-22 – Commissioning of a Study into Special Spaces

Be it resolved that council instruct the Band Manager to commission a study to identify the Indigenous graveyards, *commonly known as Indian Graveyards*, and other important Indigenous special places throughout our territory.

Moved by:	Randy Drover	Seconded by:	Jasen Benwah
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Election Update

The Band Manager gave an update on the election and the activities to date to prepare for the election including the marketing campaign that has been in place since May, the timelines for the call for nomination and the election dates and the status of the search for the Electoral Officer with the targeted start date of Aug 16th. Council requested that the Band Manager provide Council with a detailed Briefing Note on the election plans as well as a final candidate for the Electoral Officer to be presented to the Council the week of August 4th. The Band Manager also focused on the need for a help desk and the options were to hire, train and facilitate our own help desk for the election or to have Intelivote carry out that function.

Motion 17-21-22 – Election

Be it resolved that Qalipu First Nation will conduct its Election on Friday October 22, including a referendum vote on changing the term of office from three years to four. The voting window open seven clear days prior to that, beginning on October 14th and that the call for nominations occur in the period occurring August 30th at 8:30 AM to September 10th at noon.

Moved by:	Odelle Pike	Seconded by:	Brian Dicks
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Act Respecting First Nations Inuit Metis Children Youth and Families

Shayne MacDonald was invited to bring a report to Council on the consulting work he has undertaken for Qalipu First Nation to bring recommendations concerning the Act Respecting First Nations, Inuit, and Metis, children, youth, and families which came into effect January 1, 2020. The recommendation was that give notice that Qalipu First Nation through its Health and Wellness Department is the official governing body acting on behalf of members of Qalipu First Nation in respect to child and family services in relation to Qalipu First Nation Indigenous children and that our Director of Health and Wellness be the official contact for Qalipu First Nation for the purposes of child and family services in relation to Indigenous Children that are members of Qalipu First Nation.

BCR 01-21-22 – Act Respecting First Nations, Inuit, and Metis, children, youth, and families

BE IT RESOLVED that the Qalipu First Nation hereby officially state and give notice that "Qalipu First Nation" through its Health and Wellness Department is the official governing body acting on behalf of members of Qalipu First Nation in respect to child and family services in relation to Qalipu First Nation Indigenous children;

BE IT FURTHER RESOLVED that the Mr. Mitch Blanchard, Director of Qalipu First Nation Health and Wellness Department is the official contact for Qalipu First Nation for the purposes of child and family services in relation to Indigenous Children that are members of Qalipu First Nation;

BE IT FURTHER RESOLVED that Council shall establish a Steering Committee, comprised of Council members and senior staff, to oversee the development of the law under the Act Respecting First Nations, Inuit, and Métis Children, Youth and Families;

BE IT FURTHER RESOLVED that Council shall establish a working group to support the Steering Committee;

BE IT FURTHER RESOLVED that the Band Manager shall develop Terms of References for the Steering Committee and the Working Group for Council's consideration.

Moved by:	Randy Drover	Seconded by:	Keith Cormier
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Council Remarks

Councillor Skeard – Glenwood Ward: spoke about good work being done by small grassroots cultural group that has formed in that area. They just had a "cultural day" that was very popular and well received.

Councillor Barker-Exploits Ward: Badger Brook had a ceremony for NIPD, well attended and well received. Memorial held on Sunday with Chief Nellie Power laid a wreath at the War Memorial, Mi'kmaw flag raising at town hall and formal ceremony was held at Kingsway Seniors Home.

Councillor White -Flat Bay Ward: Pow Wow formal request to have the usual donation from Qalipu so they can use the money for upgrades to Powwow grounds.

Motion 18-21-22 – Donation to the Bay St. George Cultural Revival Committee

Motion that Qalipu First Nation make its annual powwow donation of \$7000 this year despite the postponement of the event in order to help the Bay St George Cultural Revival Committee make the necessary improvement to the powwow grounds.

Moved by:	Ivan White	Seconded by:	Odelle Pike
Motion Carried	All in Favour	Ten (10) For	Zero(0) Against

Councillor Pike-Stephenville: need in communities, especially for families. Still seeing a lot of mental health issues, especially with youth. Doing a lot of work with process of reconciliation (note on church service last night).

Councillor Dicks-Corner Brook: contacted by Roseanne Addey, VP of Benoit’s Cove Native Women’s Association. Spoke kindly and respectfully about recently departed Councilor Bern White. Talked about BCNWA and desire to do something like a drum workshop for their members in honour of Bern, in his memory. Looking for ways in which the group can put off such as event. The gifts and donations program administered by the Band Manager as well as the Cultural Support Program administered by Qalipu Cultural Foundation may be good avenue for this group.

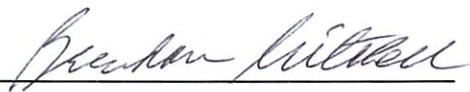
Next meeting

The next meeting is tentatively scheduled for Saturday, September 18, 2021, the Annual General Assembly will be tentatively scheduled for Sunday, September 19, 2021.

Adjournment

Keith Cormier made a motion to adjourn the meeting. The meeting adjourned at 3:15 pm.

Minutes Submitted By: Keith Goulding



Approved By: Chief Brendan Mitchell



Certified By: Keith Goulding