

Qalipu First Nation
Council Meeting
January 22, 2022

Microsoft Teams

Table of Contents

Attendance	3
Absent	3
Opening Remarks	4
Review and Acceptance of the Agenda- Motion 31-21-22	4
Edits to the Agenda	4
Review and Acceptance of the Minutes.....	4
Acceptance of the Minutes of September 25 th , 2022- Motion 32-21-22.....	4
Introduction of Executive Committee Resolution.....	4
Executive Committee Resolution- Motion 33-21-22.....	5
Motion to appoint Council Members to Finance and Audit Committee	5
FAC Structure- Motion 34-21-22	5
Establishing Quorum in Council Votes	6
Changes of Position Titles in the Department of Culture, Tourism, and Community Development.....	6
Amendment of Organizational Chart- Motion 35-21-22.....	6
Education and Training Indigenous Labour Market Initiative.....	6
Education and Training- Changes to PSSSP and ITSEPS Local Guidelines	7
Education and Training Policy Changes- Motion 36-21-22	7
Mandatory Full Vaccination Policy/ Risk Mitigation policy Options	8
Implementation of a Mandatory Vaccination Policy - Motion 37-21-22	8
Standing Committee Updates	8
Health and Wellness.....	8
Culture, Tourism, and Community Development	8
Operations and Communications.....	8
Education and Training.....	9
Natural Resources	9
Land Guardian- BCR-06-2021-2022.....	9
Council Closing Remarks	9
Next meeting.....	11
Adjournment	11

Welcome and Opening Prayer

The Council of Qalipu First Nation held its regular meeting of Chief and Council on Microsoft Teams on Saturday, January 22nd, 2022. The meeting was live streamed for members of Qalipu. The official QFN meeting began at approximately 10:00 am. Corner Brook Ward councillor Sherry Dean performed a smudge; Chief Mitchell offered a prayer. Chief Mitchell discussed the impact of COVID-19 on the province and thanks council for their attendance at the Teams council meeting.

Swearing-in of Exploits Ward Councillor

This is the first meeting of council since the by-election which resulted in the election of Charlene Combdon as Ward Council representative for Exploits. Charlene read the Councillor Oath of Office and confidentiality. The Mi'kmaw honour song was preformed by councillors to welcome Charlene to council.

Attendance

The following members of Council and Staff attended the meeting:

Name:	Position:
Mr. Brendan Mitchell	Chief
Ms. Jennifer (Jenny) Brake	Western Vice-Chief
Mr. Andrew (Andy) Barker	Central Vice-Chief
Ms. Salome Barker	Youth Co-representative
Mr. Jasen Benwah	Councillor Port Au Port
Ms. Charlene Combdon	Councillor Exploits
Ms. Sharren (Sherry) Dean	Councillor Corner Brook
Mr. Calvin Francis	Councillor Gander Bay
Ms. Terri Greene	Councillor Benoit's Cove
Mr. Francis (Frank) Skeard	Councillor Glenwood
Mr. Robert (Bobby) White	Councillor Flat Bay
Mr. Ivan J. White	Councillor St. George's
Mr. Hayward Young	Councillor Stephenville
Mr. Keith Goulding (Staff)	Band Manager
Ms. Reisha Knott (Staff)	Manager of Communications

Absent

Youth Representative Sabrina Muise was not in attendance, Salome Barker, presented on behalf of the youth council. Councillors Bobby White and Calvin Francis had to leave early in the meeting proceedings.

Opening Remarks

Chief Mitchell offers condolences to the families of Leona White, wife of long-time councillor Bern White, and Shirley Young- MacDonald.

Review and Acceptance of the Agenda- Motion 31-21-22

Moved by:	Calvin Francis	Seconded by:	Sherry Dean
Motion Carried	All in Favour	Ten (10) for	Zero (0) Against

The agenda items were reviewed, and Central Vice-Chief Andrew Barker proposed one addition to the agenda.

Edits to the Agenda

- Central Vice-Chief Andrew Barker requested to add a report from Natural resources to the agenda. This was part of the standing committee presentations.

Review and Acceptance of the Minutes

Chief Mitchell noted there were some typographical errors to be corrected from the minutes of September 26, 2021.

Acceptance of the Minutes of September 25th, 2022- Motion 32-21-22

Moved by:	Andy Barker	Seconded by:	Jenny Brake
Motion Carried	All in Favour	Nine* (9) for	Zero (0) Against

*Frank Skeard abstained from voting on the minutes as he was not in attendance at the meeting.

Introduction of Executive Committee Resolution

Band Manager, Keith Goulding presented the resolution. The Executive Committee is normally established as part of orientation that would empower executive members of council to make decisions in between council meetings. Larger decisions are deferred to council, but minor operational decisions are presented to the executive.

The executive is to be comprised of the Chief of Qalipu First Nations, Western Vice-Chief Jenny Brake, and Central Vice-Chief Andy Barker. The resolution would require selected members to make themselves available for more frequent meetings and make operational decisions if required between regular council meetings. Reports of these meetings are distributed to the entire band council to keep them apprised of executive committee activities. The Executive committee would meet prior to every band council meeting. The Band Manager attends the meetings as a staff member and would record the minutes of the Executive Committee meetings and circulate them to council.

Band manager to make changes to the Executive Committee Resolution as proposed by council.

- Change the position of "CEO" to Band Manager
- Recruitment and selection of senior management (i.e., Band Manager and Director of Finance)

- Clarify the second point of the resolution which states the committee makes decisions on behalf of council to reflect the limits of the executive committee's ability
- Initiates motions in collaboration with the Band Council
- Inform council in a timely matter of significant decisions "as appropriate"

Band Manager advises councillors that when requesting items to be added to council meeting agendas, they should include EA in those correspondence. EA generates agenda based on consultations with management, which the Band Manager brings forth to the Executive Committee. If council disagrees with a decision made by the Executive committee, a motion would be put to council to reverse the decision.

Executive Committee Resolution- Motion 33-21-22

Moved by:	Andy Barker	Seconded by:	Bobby White
Motion Carried	All in Favour	Ten (10) for	Zero (0) Against

Motion to appoint Council Members to Finance and Audit Committee

FAC is connected to Qalipu's certification with the Financial Management Board and Financial Administrative Law. The audit committees operate differently to the standing committees, it is a requirement under FAL that the committee exists. The committee must be comprised of at least 3 members who must possess some level of financial competency. At least two members of the committee must be councillors, Frank Skeard has been recommended as the Chair. One additional councillor or a member at large should be appointed to the committee.

Motion to appoint Francis Skeard as Co-Chair and Terri Greene as a member of the Finance and Audit Committee.

FAC Structure- Motion 34-21-22

Moved by:	Hayward Young	Seconded by:	Ivan J. White
Motion Carried	All in Favour	Ten (10) for	Zero (0) Against

Frank Skeard asked if a member-at-large would need to be established for the committee to be active. Keith Goulding clarified with the motion to appoint Frank Skeard and Terri Greene, combined with the existing membership, the committee is active.

Western Vice-Chief Jenny Brake asked for clarification on how members-at-large are appointed to committees, her understanding was that Expressions of Interest are put forth. The Band Manager explained that the committee selects the individual and their recommendations are brought to council.

Council continued a conversation about establishing a consistent process for acquiring member-at-large representatives for standing committees. Some members of the band council expressed concern about lengths of service on committees and requesting establishing guidelines for terms. A conversation evolved from this discussion regarding conflict-of-interest protocols.

The Band Manager will adopt language around limited terms for committee membership. Some members of council asked to re-evaluate former councillors serving on committees after their terms on council have passed. As a result of this discussion, Education and Training Chair Ivan J. White suggested he should table a recommendation for a member-at-large to serve on the committee until the terms are established.

Establishing Quorum in Council Votes

Council had received in their materials the Government of Canada Indian Band Council regulations. Chief Mitchell introduced a discussion on establishing Quorum for voting purposes of council motions and resolutions. He stated that the current practice of using 7 (seven) is based on a misinterpretation of the documents supplied to council in which quorum appeared followed by the word five (5) and number (7).

Council felt satisfied to leave quorum at seven (7), councillor Ivan J. White noted that seven (7) represents a majority vote in council, therefore, reflects a more representative sample of membership.

Changes of Position Titles in the Department of Culture, Tourism, and Community Development

Changing of position titles was proposed to reflect the roles and responsibilities of their assignments more accurately.

Position Title Changes as follows:

- Experience Development Officer changed to Tourism development Officer
- Community Development Officer changed to Business Development Officer

These changes in titles requires an amendment to the organizational chart to reflect the name changes to those positions.

Amendment of Organizational Chart- Motion 35-21-22

Moved by:	Bobby White	Seconded by:	Jasen Benwah
Motion Carried	All in Favour	Ten (10) for	Zero (0) Against

EA to update HR policy to reflect change in the approved organizational chart.

Education and Training Indigenous Labour Market Initiative

Aboriginal Employment Services Inc. (AES) contacted Employment and Social Development Canada to conduct labour market research. QFN is an agreement holder with ESDC under the ITSEPS program. Under this initiative, QFN has been invited to participate in an Indigenous labour market initiative, which allow them to acquire data about unique labour market characteristics for Indigenous people. This will assist the department of E & T with creating targeted training programs based on the needs of membership. Participants would receive some form of compensation for their participation.

Council had expressed some concerns about the sharing of information of membership. As a result of council's apprehension, the Band Manager agreed to schedule a meeting with a service proponent to provide council with a greater understanding of how demographic and personal membership information is supplied.

Education and Training- Changes to PSSSP and ITSEPS Local Guidelines

Committee chair Ivan J. White presented the briefing note provided to council. The committee has set forth several recommendations for changes to the PSSP (Post-Secondary Support Program) and ITSEPS (Indigenous Skills Employment Training program).

PSSP recommendations (from briefing note)

- Due date for submission of renewal forms changed to February 28, giving CSOs more time to plan budgets
- Students will be reimbursed at the rate of their chosen institution
- Reimbursing textbooks, even recommended books, current policy only reimburses for required texts
- Living expenses- potential for additional allowances for eligible students, current rate is based on Canada student loans "at home rate" for NL students. Eligibility criteria has not changed, however was not previously expressly stated
- Eliminate probationary restrictions on funding. Students already placed on academic probation by their educational institution are already being restricted, will not be able to return to school if unsuccessful

ITSEPS recommendations

- Remove budget allocation based in province and out of province institution, applications should be viewed based on priority groups rather than location
- Remove cap on current restriction from \$18,000.00 to \$30,000.00 in keeping with PSSP guidelines

Frank Skeard discussed increasing supports for those who do not have the resources to fund their education. He pointed to instances where increased living allowances could make the difference between someone being able to attend school or not.

Education and Training Policy Changes- Motion 36-21-22

Moved by:	Jenny Brake	Seconded by:	Sherry Dean
Motion Carried	All in Favour	Ten (10) for	Zero (0) Against

Band Manager will make some updates/ changes regarding the motion to address the concerns brought forth by Councillor Skeard.

Councillor Sherry Dean suggested a greater push on promotion of services to membership in the weekly newsletter.

The council meeting broke at 12:11 pm for lunch with the plan to resume at 12:45.

Council meeting resumed at approximately 12:45 pm.

Chief offers condolences to the Buckle family on the untimely passing of their son.

Mandatory Full Vaccination Policy/ Risk Mitigation policy Options

Band Manager, Keith Goulding provided background on the proposed policies. As public sector and federal sectors began implementing mandatory vaccination policies the organization was considering the need to implement a policy. After reviewing that information, conversations began to unfold about whether QFN falls within Federal or Provincial jurisdiction. Policies were developed by Greg Anthony, attorney at Cox & Palmer, who usually consults on human resource related issues. Risk assessment was conducted including daily practices, checklists that staff must sign to report to work, close contact with possible exposure.

Greg indicated that risk assessment is minimal given the safety measures that are in place and did not think mandatory vaccination was a necessity. In the middle of December 2021, rising cases of the omicron variant, caused them to re-evaluate the initial assessment. Both policies have been provided to council for review.

One policy involves mandatory full vaccination for all non-medically exempt staff and guests of QFN would have to provide proof of vaccination upon entry. The other policy involves a practice of regular testing as a risk mitigation tactic.

Support for mandatory vaccination of staff and guests had widespread support from council. Some councillors discussed the possibility of implementing a work-from-home approach for staff who are unvaccinated.

Implementation of a Mandatory Vaccination Policy - Motion 37-21-22

Moved by:	Jasen Benwah	Seconded by:	Sherry Dean
Motion Carried	All in Favour	Ten (10) for	Zero (0) Against

Band Manager to add changes proposed by council to the mandatory vaccination policy. Adding in 90-day window for compliance of vaccination. After administrative leave expiry window and continued failure to comply, dismissal.

Standing Committee Updates

Health and Wellness- Presented by Sherry Dean. The committee will wait for guidance on established procedure for Expressions of interest as they pertain to members-at-large. Food security program was announced allowing local member groups to apply for support for their members. An emergency home repair program was also put in place to provide members with financial support for household repairs and temporary emergency housing.

Culture, Tourism, and Community Development- Presented by Jasen Benwah. The committee held its first meeting which focused on introductions, discussing staff roles within the organization. They are looking at expanding their cultural resource portfolio, which includes an additional position.

Operations and Communications- Presented by Jenny Brake- There was some discussion around the position of Director of Operations remaining vacant and the issues that it presents. The

committee discussed the need for additional supports for communication to reach membership more effectively.

There was some discussion around printed forms being available to ward councillors to provide to membership at their request. The committee also discussed implementing member mailouts, so when someone new is enrolled, they receive a “welcome” package. The committee is looking for grant money to improve and update the website.

Education and Training- Presented by Ivan J. White- The department is offering virtual targeted training in partnership with the Gardiner centre, allowing one councillor and a second person OR two people of the councillors choosing, to take part in two programs offered by the Gardiner Centre. An email was circulated to council providing details of how to register for the event.

The meeting of council was suspended briefly with the council engaged in a presentation by Marathon Gold, followed by a presentation by Community Winds.

Meeting resumed following presentations. Resumption of committee presentations.

Natural Resources

The Department of Environment and Natural Resources is submitting a request for funding to support the land guardian program.

Keith Goulding read from the BCR text; the Department is applying to the Government of Canada to partake in the First Nations guardian initiative program. Passing of this Band Council Resolution authorizes the department to enter into a contribution agreement with the Government of Canada.

Land Guardian- BCR-06-2021-2022

Moved by:	Andy Barker	Seconded by:	Jenny Brake
Motion Carried	All in Favour	Ten (10) for	Zero (0) Against

Council Closing Remarks

Andy Barker- Posed a question regarding September minutes, increasing communication and Powerschool, the idea of using that telephone messaging service to connect with members.

The Band Manager advised that discussions around this item are ongoing.

Andy Barker also requested a breakdown on the costs incurred for the last election.

The Band Manager to provide a short summary of who was involved and the cost of the election

Jenny Brake- Discussed looking forward to future meetings to resolve the outstanding items discussed.

Ivan J. White- Reiterated the councillors interested in the Gardiner Centre training should connect with the Department of E & T.

Jasen Benwah- Discussed getting a lot of inquiries about card renewals and the home repair program. His group also put in an application for PPE and gift cards.

Terri Greene- Discussed how fulfilling council responsibilities has been busy. Assisting members with applications and fielding inquiries. Starting to get involved in other meetings outside of QFN, she also discussed holding her first ward meeting virtually, with about 30 people confirmed to attend.

Sherry Dean- Spoke to youth representative, Salome Barker, encouraged being proactive in the communities. Offered council support to Youth council.

She also discussed the need for an accessible community room. Cross-country ski club is fully accessible and even during covid, capacity is 75. Mid- winter feast is upcoming and very significant to our people, encouraged members to organize events to mark the occasions. She discussed how the day's presentations were enlightening and is looking forward to working on and with committees.

Hayward Young- Discussed being away from the FNI board for 10 years and still having many questions. Stated he hopes over the course of this term on council he will get a better understanding. He was looking forward to the FNI meeting and getting more insight into how Qalipu became FNI.

Chief- Offers congratulations again to Charlene on being elected.

Charlene- Discussed looking forward to face-to-face meetings and interacting with membership and meetings with ward members. Hoping to get an update around the plans for Wigwam point, stating she had been contacted by the mayor of Peterview with concerns. She did not want to speak on behalf of the Band but felt the concerns should be addressed.

Frank- Discussed how he was busy with general membership. Getting more and more active in the community, bringing about transformational change. COVID has forced us to embrace technology which has increased accessibility. He also asked for an update on the special places initiative.

Band Manager to review the status of the special places' initiative.

Frank (continued) Recently had a meeting with the Gander mayor, thanks to Chief and Keith for their support. Demonstrated the willingness of municipalities to learn about QFN. Thanks to Chief for his attendance.

Discussed the need to improve the amount of physical space of the Band to increase reach for membership and need for accessible buildings. Our Strategic plan recommends improving infrastructure throughout the ward. Having a dedicated space in every ward reflects what membership needs.

Chief offers thanks to Keith for agenda items and all the work that has been completed.

Keith Goulding, thanks council for their input. States that council has provided valuable feedback on items to be addressed.

Chief- Thanks to Frank and the Gander council for their recent meeting, he stated that we appreciate their support.

A quick comment on enrollment, he discussed getting emails from people expressing frustration on the length of time for the process. It is not an issue on our end, we are pushing government. We do not have the agreement in our hands. Once we have updates, we will provide the information to our members. Government of Canada wanted to pause conversation on enrollment due to outstanding court cases. Discussion will continue on these items at the FNI meeting.

Next meeting

The next meeting of council is tentatively scheduled for Saturday, May 14th, 2022.

Adjournment

Minutes Submitted By: Paulette Brinston



Approved By: Chief Brendan Mitchell



Certified By: Paulette Brinston