

**Qalipu First Nation
Council Meeting
Sept 23, 2023**

Day's Inn - Stephenville & Microsoft Teams

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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
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 (joined via Teams)	Councillor Glenwood
Mr. Robert (Bobby) White (joined via Teams)	Councillor Flat Bay
Mr. Ivan J. White	Councillor St. George's
Mr. Hayward Young	Councillor Stephenville
Mr. Charles Pender (Staff)	Band Manager
Ms. Alison Muise	Communications Manager
Mr. Andrew Simmons (Staff)	Director of Finance
Ms. Suzanne Park (Staff)	Office Administrator



Chief Mitchell started the meeting with a prayer.

Prior to start of the meeting, Chief Mitchell acknowledged the Bands's anniversary. September 22, 2023, marked 12 years since the formation of Qalipu First Nation.

Introduction of Council, staff and attending members.

Acceptance of the Agenda - Motion 18-2023-2024 (with amendments)

Moved by:	Jasen Benwah	Seconded by:	Jenny Brake
Motion Carried	All in favour	Eleven (11)	Zero (0) Against

Edits to the Agenda

Charles Pender recommended the Briefing Note (MOU – CAN) moved to in-camera session.

Frank Skeard suggested several items for discussion.

- Status of Land Guardian initiative (including plans for additional government and corporate funding).
- Status of Land Guardian Motion.
- Member employment & member contractor priority, policy update and development.
- Cumulative environmental effects, statement, motion, and policy.
- Policy review & development of special consultant.
- Parks Canada, contribution agreement of the Southcoast Fiords.

Terri Green requested an update from the Youth Council representative.

Charlene Combdon requested a conversation around the appointment of Charles Pender to the oversight committee for wind energy.

Acceptance of Minutes of July 23, 2023 - Motion 19 -2023-2024

Moved by:	Calvin Francis	Seconded by:	Sherry Dean
Motion Carried	All in favour	Eleven (11)	Zero (0) Against

Edits to minutes: Councillor Charlene Combdon attended July 23, 2023 council meeting virtually, until 11:45.

Charlie's Place

Chief Mitchell reported that the Band had been trying to meet with provincial representatives for some time and this happened a week before the Council meeting.

Chief said that he'd met with Ministers Bernard Davis (Environment and Climate Change) and Elvis Loveless (Fisheries, Forestry and Agriculture), along with Ward Councillor Calvin Francis, Justin Hodge, a Land Guardian with the Band, and Piers Evans a Program Director from the



Nature Conservancy of Canada.

"It was a very positive meeting. I was left with a strong sense that this place will be designated as an Indigenous-protected conservation area... the ball is in the government's court now. I have a sense of a positive outcome."

Donation Request - Roti Bay

A donation request was received from the Roti Bay Boat Club in St. Alban's. The club is trying to raise money to repair their marina spillway. Councillor Charlene Combdon addressed the request for funding.

Central Vice Chief Andrew Barker noted that he would like to see a budgeted fund established for requests like these rather than trying to find funds every time a donation request comes in. It was agreed that an application process could be put in place similar to that of the Community Support Fund.

Motion for donation was tabled and Staff will prepare suggestions regarding a fund and application process in time for the next meeting of Council.

Proposal Writer - New Position

There was a discussion on the need for a Proposal Writer on staff.

Chief Mitchell noted that there are many funds out there that we may be missing out on and mentioned how well some local community bands are doing with their proposals.

Several Councillors agreed that the Band needs a person to focus on proposal writing for Qalipu First Nation as a whole, not with a narrow area of focus.

There may also be the opportunity to work with someone on a contractual basis.
There is not currently a budget to hire a proposal writer.

It was decided that the Executive would talk further about this topic and come back with a briefing note for Council to review.

There is also an upcoming strategic planning session with department heads on October 10th, and future hiring will be discussed.

Briefing Note - Amendment to QFN Procedures based on Gender Identification

Exploits Ward Councillor Charlene Combdon provided a briefing note regarding the need to amend policy and procedure documents to reflect gender-inclusive language.

Staff will review all QFN policies and other documents, both external and internal to the organization, to review language and update to gender-inclusive language.

Review all QFN policies to reflect Gender Inclusivity - Motion 20-2023-2024

Moved by:	Charlene Combdon	Seconded by:	Sherry Dean
Motion Carried	All in favour	Eleven (11)	Zero (0) Against

Briefing Note - Consultation with an HR Specialist

Western Vice Chief Jenny Brake motioned to consider and approve consultation with a Human Resources Specialist experienced in Indigenous operations and governance.

Charles Pender advised this is an absolute need for council and staff. The need for a scope of work was discussed as a priority before potentially engaging a specialist.

The discussion and planning will continue at the next meeting of the Finance and Audit Committee.

Chief Mitchell informed that Nathan Sack (FMB) has offered a one-day session for council, at no cost, to discuss governance and the FMB impact of changes to governance. Charles Pender advised this should take place within the next two weeks, on a Saturday in Corner Brook.

Consultation with a HR Specialist in Indigenous Operations & Governance - Motion 21-2023-2024

Moved by:	Jenny Brake	Seconded by:	Terri Greene
Motion Carried	All in favour	Eleven (11)	Zero (0) Against

Conflict of Interest Polity

Chief Mitchell addressed the Conflict-of-Interest Policy and the need for members of Council to share when they have been appointed to serve on boards on behalf of the Band. The policy states, that the individual needs the written permission of the Chief and Council to accept new appointments, but this has not been strictly adhered to by the Chief and others.

Chief Mitchell brought forward information on two recent appointments and asked for the consent of Council to continue in service.

1. RCMP Indigenous Advisory Committee
2. Board of Regents with Memorial University

The Council approved these appointments and congratulated Chief Mitchell on being the first Mi'kmaw person to be appointed to the Board of Regents at MUN.

Councillors had a discussion on establishing a shared folder where summaries can be provided by all council members who are serving on boards and committees. It was also noted that the remedies for

breaking the Conflict-of Interest may be too severe and this concern should be added to the policy review.

Andrew Simmons suggested it would be beneficial to establish a list of any Council members and their placements on any board as a representative of the Council so that as a council changes each term, we will be able to see vacancies and know to update the position.

Voting Tool

Vice Chief Jenny Brake requested to have an electronic voting tool established to eliminate the long email threads when Council is making decisions between regular council meetings.

Briefing Note - Emergency Preparedness Education Program

Western Vice-Chief Jenny Brake brought forward a motion to have the Band engage in Emergency Planning. A sub-committee was established to lead emergency planning for the Band communities. Vice-Chief Brake will chair the committee along with Corner Brook Ward Councillor Sherry Dean

Emergency Preparedness Plan – Motion 22 - 2023-2024

Moved by:	Jenny Brake	Seconded by:	Charlene Combdon
Motion Carried	All in favour	Eleven (11)	Zero (0) Against

Band Manager's Update

Feaver's Lane: This update is in reference to a project to transcribe FNI audio files from a past Traditional Use Study. Feaver's Lane will do more research and bring to council a better proposal on how to move forward.

Councillor Frank Skeard advised that several years ago a consultant was hired to look into the French archives and this information should be part of any discussions going forward.

Marathon Gold SEA: Marathon Gold are currently updating their SEA and will be brought to council when it's received.

Community Conversations. The first Community Conversation took place in Port Au Port East and was well attended & well received.

The Qalipu Community Room: Community Room repairs in Corner Brook, are moving ahead. Some repairs and painting have been completed and staff are working on applying for additional funds to make the space even more accessible and user-friendly.

Breakfast program Update: There was discussion among several members of council, regarding a need for a funding formula. Councillors will provide Finance with a listing of schools and the number of students, to develop a potential funding formula.

Questions / Remarks from Members in Attendance

Chief Mitchell provided an opportunity for members in attendance to ask questions.

One member commented the wait is too long to receive reimbursement on medical claims & the wait was costing him money in accrued interest fees. Councillor Sherry Dean provided him with an explanation of the process.

Another member inquired why there was no break down provided with payout checks. Staff will investigate if a detailed breakdown can be provided with the benefit.

Finance and Audit Committee Report

Andrew Simmons advised that recommendations from the auditor following the recent audit will be followed up by staff to improve processes to avoid future issues.

Andrew also noted that the band is about 75 percent complete with merging to a new accounting system. This will allow members to submit claims electronically and hopefully shorten wait times on health claims.

The Chair of the Finance Committee, Glenwood Ward Councillor Frank Skeard recently resigned. Council moved to appoint a new Chair.

Councillor Sherry Dean motioned to appoint Benoit's Cove Ward Councillor Terri Green to the position.

Appointment of Chair to Finance Committee – Motion 23 – 2022-2023

Moved by:	Sherry Dean	Seconded by:	Jenny Brake
Motion Carried	All in favour	Eleven (11)	Zero (0) Against

Council Remarks

Central Vice-Chief Andy Barker- advised they will be having a ENR committee meeting on Monday, September 25th. Andy also suggested the membership portal known as "ginu", needs to be changed to Kinu to reflect the correct spelling of the word.

Councillor Calvin Francis - No remarks

Councillor Sherry Dean – Sherry advised that Grand Chief Silliboy enjoyed his visit and commented that it was the biggest sunrise ceremony he had ever attended. Also, the ZEN Den project is set to launch in Corner Brook on Thursday, at the high school and Jr. High School levels and they are also hoping to expand the program outward.

Western Vice-Chief Jenny Brake - Jenny offered thanks to the staff team and Charles, for all their help. Jenny also mentioned that she is excited that a new communications officer, will soon be hired and the communications committee will be having a meeting in the coming week.

Councillor Jasen Benwah - Jasen advised that they are still getting a lot of inquiries from members about travel, and medical, and housing. Jasen also advised that he set up a standing committee meeting in the next few weeks.

Councillor Charlene Combdon - Charlene noted she received a request from the Exploits C of C, if Qalipu would again sponsor the \$500. Business Award given annually to a QFN member, and they are looking for a response. Charlene also noted that she would like to discuss the allocation of funding for NAIG at the next council meeting. Charlene also requested a meeting with EVREC in Central and Chief Mitchell committed to coordinating a meeting. Charlene inquired about Wigman Pt. and advised that its time to bring it back to the table for discussion.

Councillor Terri Green - No major updates, will be having a ward council meeting next week.

Councillor Hayward Young - Hayward advised he is very happy with the new office on Main St but noted that he would like to see a larger presence in his Ward. Hayward also mentioned that he would like to see a position created to better support seniors. Hayward also noted that the automated phone system is outdated.

Councillor Ivan J. White - Ivan acknowledged the recent senate appointment of Qalipu Band member Judy White. Councillor White also suggested that education on the topic of Mi'kmaw identity should be added to the QFN Strategic Plan, as a part of our Nation Building.

Frank Skeard - Frank acknowledged a series of events for National Day of Truth and Reconciliation.

Councillor Bobby White - No new Updates.

Chief Mitchell - Chief Mitchell shared he recently spoke with the Premier about support for language and he advised, Government is supportive and looking for a proposal. Chief also mentioned funding committed by government for a Transition house in Stephenville. Chief noted that more than 800 applications for the Service Members Agreement, were received and a review of applications is complete. Chief believes that a high percentage of the applicants will be approved before the end of 2023.

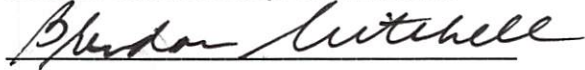
Youth Representative Report - Salomi Barker is currently on leave and concentrating on her health. She advised in her report that they would be electing a new youth representative and council at the next youth gathering being held on the West Coast this fall. She thanks everyone for their support and understanding.



Adjournment- Terri Greene made a motion to adjourn the council meeting.

The council meeting ended at approximately 3:00 pm.

Minutes Submitted By: Suzanne Park

A handwritten signature in blue ink, reading "Brendan Mitchell", written over a horizontal line.

Approved By: Chief Brendan Mitchell

A handwritten signature in blue ink, reading "Suzanne Park", written over a horizontal line.

Certified By: Suzanne Park