Qalipu First Nation

Special Council Meeting
May 12, 2026

Microsoft Teams

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Agenda

Qalipu Mi'kmaq First Nation Band Council Meeting
Agenda
Qalipu Community Room
Tuesday, May 12, 2026

Presentation from Dillon Consulting (ENR)

Roll Call

Acceptance of Agenda

- ✓ Motion to Accept

BCR—Confirmation of Appointment of the Electoral Officer

- ✓ Motion to Accept

CFO Hiring Update

- ✓ Motion to Accept

BCR—Standing Committee Member Confirmations

- Health and Wellness External Member
- Housing External Member
  - ✓ Motion to Accept

First Review: Remote Work Policy

- ✓ Motion to Refer to Operations Committee

AOPs: Additional Comments

Adjournment

- ✓ Motion to Accept

Attendance:

The following members of Council and Staff attended the meeting:

Name:	Position:
Jennifer (Jenny) Brake	Chief
Colleen Paul	Central Vice-Chief
Charlie White	Western Vice-Chief
Francis Skeard	Councillor Glenwood
Ernest Green	Councillor Corner Brook
Shianne Squires	Councillor Exploits
Calvin Francis	Councillor Gander Bay
Lory Benoit-Jesso	Councillor Port Au Port
Ivan J. White	Councillor Flat Bay
Holly Muise	Councillor St. George's
Brad Evoy	CAO

Acceptance of Agenda– Motion-85-2025-2026

THAT the agenda be accepted, as amended.			
Moved by:	Ernest Green	Seconded by:	Miranda Osmond
Motion Carried	All in favour	Nine (9)	Zero (0)

- Motion to accept agenda with the amendments to add a discussion around the 24-25 audit and an in-camera session.
- Motion carried.

BCR-Confirmation of Appointment of the Electoral Officer -Motion -86-2025-2026

THAT Council appoint Berty Leamon of Corner Brook Ward to serve as the Electoral Officer for our 2026 Byelection			
Moved by:	Miranda Osmond	Seconded by:	Ernest Green
Motion Carried	All in favour	Nine (9)	Zero (0)

Summary of Discussion

CAO reported that, following the previously set dates for the Benoit's Cove Ward by-election, the remaining requirement was the appointment of an Electoral Officer. After reviewing interested applicants, CAO and Director of Operations met with Berty Leamon (Corner Brook Ward), who expressed interest in serving in the role.

CAO noted that Berty has extensive experience in governance-related work, including roles with the Assembly of First Nations, and has demonstrated strong governance skills through previous volunteer and professional involvement. Berty is considered well-qualified to oversee the electoral process. CAO also confirmed that the broader electoral support team including Director of Operations and the former Electoral Officer (now staff) is prepared to assist.

Questions & Clarifications

- **Membership List Accuracy:** Councillor Skeard asked whether issues with membership lists from the general election had been resolved. CAO responded that several issues were addressed during the last by-election and committed to working with the new Electoral Officer, Director of Operations, and staff to ensure accuracy for the Benoit's Cove Ward.

- **Baseline Data Verification:** Vice Chief Charlie asked whether a baseline accuracy check could be completed for member contact information in the ward. CAO confirmed this would require coordination with IRAs to compare current data with membership records. He noted the ongoing challenge of members moving between wards or provinces.

- **Ward Boundaries:** CAO clarified that the Benoit's Cove Ward includes a broad geographic area Benoit's Cove, Lark Harbour, York Harbour, Mount Moriah, and extending to Deer Lake. He noted that the unusual shape and naming of the ward often cause confusion and may warrant future review.

- Motion carried.

Action Item: Work with Communications to issue an open call for members to update their information on Ginu

CFO Hiring Update -Motion -87-2025-2026

THAT, Council confirms the confidential salary offer for our incoming Chief Financial Officer as recommended by the Chief Administrative Officer.			
Moved by:	Miranda Osmond	Seconded by:	Ernest Green
Motion Carried	All in favour	Nine (9)	Zero (0)

- Following discussion in the in-camera session, Council proceeded to consider the confidential salary offer for the incoming Chief Financial Officer, as recommended by the Chief Administrative Officer.
- Motion carried.

In Camera Discussion of Item 5 (Above)

THAT, Council move *in camera*.			
Moved by:	Miranda Osmond	Seconded by:	Ernest Green
Motion Carried	All in favour	Nine (9)	Zero (0) Against

- Councillor Miranda Osmond called an In-Camera session at approximately 6:38pm
- Decision to go in camera was unanimous.
- No motions, resolutions, or binding decisions were made during the *in-camera* session.

In Camera Session ended at approximately 7:00pm

THAT, Council move in *camera*.			
Moved by:	Calvin Francis	Seconded by:	Charlie White
Motion Carried	All in favour	Nine (9)	Zero (0) Against

<u>BCR-Standing Committee Member Confirmations -Motion-88-2025-2026</u>

THAT Council appoint • Leah Gouding to serve as the External Member for our Health and Wellness Standing Committee. • Angela Brake to serve as the External Member for our Housing Standing Committee			
Moved by:	Miranda Osmond	Seconded by:	Ivan White
Motion Carried	All in favour	Nine (9)	Zero (0)

- Motion carried.

<u>First Review: Remote Work Policy -Motion-89-2025-2026</u>

THAT Council refer this motion to the Operations Committee			
Moved by:	Miranda Osmond	Seconded by:	Ivan White
Motion Carried	All in favour	Nine (9)	Zero (0)

Presentation of Draft Policy

- CAO explained that the document is an early draft developed through contributions from himself and the Directors, based on preliminary legal advice from the Nation's HR lawyer. He emphasized that the policy is intended as a starting point for discussion, not a final version, and will require further review by Operations Committee, Finance & Audit, and legal counsel before returning to Council.
- CAO outlined the initial structure of the policy, including:
  - A definition of remote work
  - Requirements for remote work locations
  - Conditions for longer-term or exceptional arrangements
  - Alignment with labour code requirements

- He noted that the draft currently states that *"the residence will be within our territory unless written approval has been received from the Chief Administrative Officer"*.

Concerns About Out-of-Province Remote Work

- Councillor Muise raised concerns that the clause allowing CAO-approved out-of-province work could lead to many requests. She questioned whether such arrangements would benefit the Nation.
- CAO agreed that out-of-province arrangements should be rare and tied to exceptional circumstances such as emergencies or accommodations. He highlighted significant tax implications, noting that payroll taxes follow the employee's province of residence, which can create administrative burdens for both the employer and employee. He shared his own experience working across provincial lines to illustrate the issue.
- Vice Chief Charlie supported this interpretation, stating that the policy should apply primarily to staff working in Newfoundland, with exceptions only for temporary situations such as illness, storms, or family emergencies. He emphasized that it should not create *"a permanent work-away-from-home position"*.
- Councillor Benoit-Jesso added that such arrangements should be exceptions only.

Geographic Boundaries and Ward-Based Employment

- Councillor Skeard expressed strong concerns about allowing remote work outside the Nation's ward boundaries. He stated that employment opportunities should remain concentrated where members live and that the policy should reflect this. He recommended that exceptions be explicitly tied to CAO or Council approval and emphasized that the policy must be written with worst-case scenarios in mind to ensure clarity and enforceability.

Workspace Requirements and Equity Considerations

- Councillor Skeard also noted that requiring a private workspace could unintentionally disadvantage members living in shared or unstable housing. He stressed that the policy must consider the realities of members' living conditions and avoid creating barriers to employment.
- Councillor Squires echoed this, emphasizing that the requirement for a private workspace is essential but must be clearly defined and balanced with fairness. She also stressed the need for clarity around exceptions to the residency requirement, noting that remote work can easily be misunderstood or misused without precise language.

Purpose of the Policy and Broader Employment Access

- Vice Chief Paul clarified that the intention of bringing the draft forward was to start the conversation, not to implement remote work immediately. She emphasized the desire to expand employment opportunities for members living outside the Nation's office locations.

Next Steps

- CAO recommended completing the review of the draft and then referring the policy to the Operations Committee for detailed analysis and revision. He confirmed that the policy will also require legal review and further committee consideration before returning to Council for approval.
- Motion carried.

AOPs: Additional Comments

- During the meeting, CAO issued a general call for any additional comments on the Annual Operating Plans (AOPs), noting that a previous deadline had been set and that he had already received several submissions He confirmed that he would compile all feedback and forward a consolidated version to Directors.
- Chief Jenny Brake asked whether any members had further comments, and after no additional input was raised.
- Motion carried.

Audit Update

CAO provided an update on preparations for the upcoming audit, noting that the team is currently collecting documents, for the internal QFN pieces. He also confirmed that work is underway to review the Nation's subsidiaries as part of the consolidated audit.

Chief's Update on Audit Acceleration

Chief Jenny Brake reported on discussions held earlier in the day regarding the urgency of completing the audit. She emphasized that delays impact the Nation's ability to pursue business opportunities, joint ventures, and funding.

The Chief relayed advice received: that the Nation should request firm timelines and pricing from the current auditor and simultaneously seek a quote from another local auditor to apply pressure and ensure timely completion. She confirmed that CFO will follow through on this approach.

The Chief stressed that audit delays hinder the Nation's ability to engage in promising economic opportunities, noting that postponements and affect multiple areas of operations.

Subsidiary Audit Considerations

CAO noted that several subsidiaries share overlapping boards with QDC, and that clarity is needed regarding which auditor is responsible for each entity. This includes BCJ, the partnership entities, and NewDock. He emphasized the importance of confirming auditor assignments across all subsidiaries.

NewDock Financial and Governance Update

Chief Brake provided a detailed update on NewDock:

- Grant Thornton is beginning the audit process, with an AGA expected in June.
- NewDock's operations require significant modernization.
- Both First Nations involved are considering bringing in the First Nations Financial Management Board (FNFMB) to strengthen governance, financial policies, and continuity.

The Chief also noted that the QDC Board Chair and team have been working diligently to correct issues left by the previous board, including developing detailed asset summaries. She highlighted that the Chair has engaged legal students to assist *"free of charge... working on doing a summary for us around our history, all of our legal background"*.

MAMKA Financials

Chief Brake reported that COO and Comptroller have been in communication regarding MAMKA's financials. She will accompany the team to DFO to resolve reporting issues; she confirmed her full commitment to supporting the cleanup.

CAO observed that the situation resembles previous challenges with ISC, where conflicting instructions created delays.

NewDock Financial Performance

Chief Brake shared positive news: NewDock had an *"incredible year"*, more than doubling expected revenues due to increased repair work, including significant Coast Guard vessel damage. Typical annual revenue of approximately $8 million rose to *"14 or 15 million"*. This strong performance will result in a dividend to the First Nations and supports the case for expansion.

In Camera Discussion

THAT Council move *in camera*.			
Moved by:	Shianne Squires	Seconded by:	Holly Muise
Motion Carried	All in favour	Nine (9)	Zero (0) Against

- Councillor Shianne Squires called an In-Camera session at 7:15pm.
- No motions, resolutions, or binding decisions were made during the *in-camera* session.

In Camera Session ended ay approximately 7:50pm

THAT Council move *ex camera*.			
Moved by:	Shianne Squires	Seconded by:	Holly Muise
Motion Carried	All in favour	Nine (9)	Zero (0) Against

<u>Motion to Approve the legal expenses brought forward from Goodland Buckingham-Motion -90-2025-2026</u>

THAT: To approve the accrued expenses for legal services from Goodland Buckingham and direct the CAO to act as signatory for these expenses.			
Moved by:	Ivan White	Seconded by:	Holly Muise
Motion Carried	All in favour	Nine (9)	Zero (0)

- Council authorized CAO to approve legal services to Goodland Buckingham.
- Motion carried.

<u>Motion to Adjourn-Motion -91-2025-2026</u>

THAT this meeting of Council is adjourned.			
Moved by:	Calvin Francis	Seconded by:	Ernest Green
Motion Carried	All in favour	Eight (8)	Zero (0)

- Motion carried.

The council meeting ended at approximately 9:00pm

Minutes Submitted By:

Jenny Brake

Approved By: Chief Jennifer Brake

Natasha Lavers-White

Certified By: Natasha Lavers-White