

Mobert First Nation
Gimaa and Council Meeting – Minutes
Special Meeting

Meeting Date: August 9, 2017

Meeting Location: Pic Mobert First Nation Administration Office
Pic Mobert First Nation Territory, Mobert, Ontario

Present:

Gimaa Kwe Johanna Desmoulin
Deputy Gimaa Louis Kwissiwa
Band Councillors:
Theresa Bananish
Christopher Bananish Sr.
Thurston Kwissiwa
Hannah Desmoulin
Jeff Desmoulin
Vern McWatch
Jessica McWatch
Clyde Jacobs

Absent with Notice:

None

Absent without Notice:

None

Others Present:

Norman Jaehrling, CEO
Elaine Stewart, Director of Operations

- 1. Council shared a traditional smudge ceremony and opening prayer.**

2. Meeting called to order at 10:25 a.m.

Gimaa Kwe Johanna Desmoulin welcomed the members of Council to the first full business meeting of the newly elected Council, and congratulated all on their election.

3. Quorum confirmed.

4. Agenda

A draft agenda was circulated and reviewed.

Motion #2017-08-01

Moved that the agenda be approved with the following amendments:

- Defer item 12 to the next Council meeting.

Moved by: Deputy Gimaa Kwissiwa

Seconded by: Councillor Clyde Jacobs

Carried

5. Declaration of Conflict of Interest

There was discussion on the need for clarity on potential conflicts of interest to ensure that none of the Council breach their fiduciary duties to the Band membership.

The following conflicts were declared:

- Councillor Theresa Bananish on item 8.a – matter concerns the land claim for which she is retained as legal counsel.
- Councillors Theresa Bananish and Hannah Desmoulin declared conflict on Item 10.b.i.:
 - Councillor Bananish's son is an applicant
 - Councillor Desmoulin is an employee of the department
- Councillor Chris Bananish declared conflict on Item 10.b.ii – this falls within his duties as Manager of Public Works and Housing.
- Councillor Chris Bananish declared conflict on Item 15.a -this falls within his duties as Manager of Public Works and Housing.

Action: CEO to ensure that Council training includes a session on identifying and managing conflicts of interest.

6. BCR's & Agreements

The following BCR's and agreements were received, reviewed and signed by the members of the Council present:

- a. BCR RE: Amendment of Singing Authorities
 - i. This is needed to remove and replace signing officers on the First Nation bank accounts due to changes in the Band Council.
- b. BCR RE: Mastercard for Gimaa Kwe Desmoulin
 - i. The Chief is typically provided with a corporate Mastercard for travel and other expenses; a BCR is required to authorize this for the Bank. The former Chief's card has been closed off.

Action: Director of Finance to investigate setting up Airmiles benefits on the corporate credit cards which could be used to offset travel costs.

- c. BCR RE: Transfer of Funds from the Casino Rama Account for Grade 8 school trip.
 - i. Casino Rama (gaming) funds are held in a dedicated account and a BCR is required to authorize their transfer to the general account to approve expenses authorized by the Council; this authorization is for \$12,641.75 for a contribution to the Grade 8 trip and was authorized by the prior Council – the trip has been completed.
- d. BCR RE: Transfer of Funds from the Casino Rama Account for Aboriginal Day activities.
 - i. Casino Rama (gaming) funds are held in a dedicated account and a BCR is required to authorize their transfer to the general account to approve expenses authorized by the Council; this authorization is for \$2,860.18 for a contribution to the Aboriginal Day activities and was authorized by the prior Council – the activities have been completed.
- e. BCR RE: Transfer of Funding for Insurance Deductible on Fire Damaged Home
 - i. Casino Rama (gaming) funds are held in a dedicated account and a BCR is required to authorize their transfer to the general account to approve expenses authorized by the Council; this authorization is for \$10,000 to pay the deductible on an insurance claim for fire damages to 28-10th Street for a contribution to the Aboriginal Day activities and was authorized by the prior Council – the activities have been completed.

Action: Director of Operations to investigate on status of police investigation into this house fire.

- f. BCR RE: Application of Funding – New Horizons
 - i. A BCR of support is typically required to authorize applications to government funding programs – the subject application is to the New Horizons for Seniors Program for funding for Elders programming in 2018 and has been forwarded by the Health and Social Director; the First Nation contribution is \$17,000 which will need to be set aside in the 2018/19 budget.

Action: Council to meet with the Elders Committee in September for a dinner and sharing of how the Council and Elders can best work together to support the Community.

- g. BCR RE: Application for Funding – Mental Health and Wellness Programs
 - i. A BCR of support is typically required to authorize applications to government funding programs – the subject application is to the Indigenous Health and Wellness Supports Program for funding for mental health and wellness programs and has been forwarded by the Health and Social Director; the First Nation contribution is in-kind (non-cash) only.

Action: Health and Social Director to present details of application at next Council meeting.

- h. Transfer Payment Agreement – Water and Wastewater Fund (CWWF)
 - i. The CEO presented a funding agreement from the Clean Water and Waste Water Fund which will provide approximately 2/3 of the costs of undertaking a capital planning and land use planning study for the forthcoming addition to the reserve lands; the First Nation contribution is approximately \$50,000 of total costs of \$150,000 and has been set aside from discretionary funds in the 2017/18 budget.

Note – the Council was provided a copy of the budget for discretionary funds, including Casino Rama funding, as approved in the 2017/18 budget.

7. Governance

a. Oath of Office

Gimaa Kwe Desmoulin informed the Council of a tradition of the Council signing an oath of office; a draft oath was circulated for review. A dinner celebration in the community will be held in September to mark the signing of the oath.

Action: All Council members to review and comment on the draft oath of office.

b. Council Compensation Policy

The Council wishes to be transparent with its compensation; the prior Council directed the CEO to prepare a draft policy that was circulated to this Council for review.

Action: All Council members to review and comment on the draft compensation policy for the next meeting.

c. Appointment of Deputy Chief

Gimaa Kwe Desmoulin advised Council of her decision to appoint Louis Kwissiwa as the Deputy Chief.

Some members of Council asked that this position be rotated among other Council members, perhaps annually, over the duration of the term of Council.

d. Portfolio & Board Assignments

Council reviewed a listing of potential Board and portfolio assignments.

Councillor Theresa Bananish noted that she had resigned from the boards of Gitchi Animki and Giizis, as an elected official, she is no longer qualified to hold a position of director on these.

The Council reviewed the listing and Gimaa Kwe Desmoulin asked all to consider and identify their interests to her prior to the next meeting.

Action: Council members to advise Gimaa Kwe Desmoulin on their interests prior to the next Council meeting.

Action: CEO to immediately advertise for applications to the director positions vacated by Councillor Bananish and for the BMC Board of Directors.

8. Finance

a. Financial Report

Elaine Stewart, Director of Operations and Finance Manager, attended to present the monthly financial statements to July 31, 2017; the consolidated balance sheet and income statements were reviewed, along with the departmental income statements vs. the approved budgets; Council members were provided with a copy of the statements and provided an opportunity to ask questions.

Motion #2017-08-02

Moved that the financial statements for the period ending July 31, 2017 be accepted and approved.

Moved by: Councillor Jeff Desmoulin

Seconded by: Councillor Vern McWatch

Carried

Discussion followed on funding required for the land claim file.

Councillor Theresa Bananish declared conflict on this item.

Theresa Bananish reported that an application has been submitted to Canada and Ontario for reimbursement of prior expenses on the land claim file, and for future costs. It may still may be necessary for the First Nation to carry costs in the interim and these will likely exceed the amounts set aside in the budget as the files may soon proceed to settlement negotiations.

The CEO reported that he had investigated and reported to the prior Council on the option to set up a separate line of credit for land claim costs so that these do not affect the cashflow available to other programs.

Action: CEO to proceed with arranging for authorization of a credit line or revolving loan of up to \$500,000 to support the cashflow requirements of the land claim file, pending confirmation of funding from Ontario and Canada.

9. General Operations Update

The CEO attended, tabled and reviewed a general update on operations report.

Following the report, the Council directed the following actions:

Action: CEO to proceed with initiating planning for a new community centre.

Action: CEO to proceed with planning for a supportive housing complex for Elders, with the condition that Elders with homes who move into the complex must return them to the control of the First Nation so they can be reallocated to other families in need.

10. Human Resources

a. Management Structure

Gimma Kwe Desmoulin circulated a draft report on a management reorganization that she and the CEO have worked together on. Among other things, the recommendations include hiring a full time Band Manager and shifting the current Director of Operations to a new position of Director of Finance and Administration. The current contract with the CEO expires on March 31, 2019 and will be honoured, however the CEO duties will be reallocated to increase time on the White Lake LP and focus on strategic initiatives of the Band Council. It was felt that this reorganization is needed to better meet the changing and growing demands on the senior management team.

Motion #2017-08-03

Moved that the proposed management reorganization be approved as presented & that the CEO be authorized to prepare and post the position of Band Manager & that Councillors Vern McWatch and Thurston Kwissiwa be appointed to the hiring committee for this position.

Moved by: Councillor Jeff Desmoulin
Seconded by: Councillor Thurston Kwissiwa
Carried

Action: CEO to prepare recruitment package for Band Manager.

b. Authorization of Recruitment

i. Manager of Lands and Resources

Councillors Theresa Bananish and Hannah Desmoulin declared conflict on this item.

The CEO reported that this position has been vacant for several months; a second position in the department was also vacated and we are short staffed. The Manager position was posted and we have several applicants. The Council wishes to proceed with hiring. The Council appointed Gimaa Kwe Desmoulin and Thurston Kwissiwa to the interview panel – an Elder will also be invited.

Action: CEO to convene interview panel, arrange for interviews and bring forward a recommendation on hiring as soon as possible.

ii. Housing Coordinator

Councillor Chris Bananish declared conflict on this item.

The CEO circulate a memo to Council and reported that this position was funded in the 2017/18 budget and would be focussed on the administrative and policy aspects of the community housing program including working with the community housing committee; he is seeking authorization to proceed with recruitment.

Motion #2017-08-04

Moved that the Council authorize the recruitment for a new Housing Coordinator position be approved as presented & that the CEO be authorized to prepare and post the position and proceed with the hiring process.

Moved by: Deputy Gimaa Louis Kwissiwa
Seconded by: Councillor Theresa Bananish
Carried

c. Employee Reclassification

The CEO tabled a memo from the Health and Social Director on the reclassification of the NNADAP Worker, Erin Hill, from contract to full time permanent, as she has satisfactorily completed her probation period.

Motion #2017-08-05

Moved that the report of the Health and Social Director be received and approved and Erin Hill be reclassified as full-time permanent in the position of NNADAP Worker.

Moved by: Councillor Chris Bananish
Seconded by: Councillor Vern McWatch
Carried

11. Public Works and Housing

a. Clean Water and Wastewater Fund

The CEO reported further on this matter, also referenced in Item 6.h. Funding has now been fully confirmed to undertake a capital planning and land use planning for the new lands to be added to reserve through the Land and a Larger Land Base study – this planning work is needed to ensure that the new lands are developed in an organized and cost-effective manner that meets community needs and aspirations. Next steps are to form a project team, develop a terms of reference and issue a request for proposal from consulting firms. It was noted that Gimaa Kwe Desmoulin and Councillor Jeff Desmoulin will represent Council on the project team – the Lands Dept., Comprehensive Community Planner and the Public Works and Housing Dept., should also participate.

Action: CEO to initiate required actions for implementation as reported.

12. Economic Development

a. Northeast First Nations Investment LP

This matter was deferred to the next meeting of Council.

13. Education

a. Education Policy Amendment

The Council received and reviewed a letter from Melissa Twance concerning the current limitation of a maximum of 6 years of funding as set out in the post-secondary funding policy. It was noted that the policy is due for review and never contemplated students proceeding to more advanced education, such as law and medical degrees, and in the case of Ms. Twance, doctoral studies. Consensus that students should be encouraged to pursue advanced studies.

Motion #2017-08-06

Moved that the Council authorize an amendment to remove the limitation on years of funding support for students seeking professional and doctoral studies & that support be extended to Ms. Twance to support her doctoral studies commencing in the fall of 2017.

Moved by: Councillor Theresa Bananish
Seconded by: Deputy Gimaa Louis Kwisiwa
Carried

14. Emergency Services

a. Volunteer Fire Dept.

The CEO tabled a report on the work of staff and volunteers to establish a volunteer fire department – the current group of volunteers has asked for recognition by the Council and a mandate to complete organizational tasks including initial training and equipment inventories and maintenance.

Motion #2017-08-07

Moved that the Council receive and accept the report of the CEO concerning the volunteer fire department and appoint the interim chain of command as follows:

- Acting Fire Chief – Jessie Sabourin
- Acting Deputy Fire Chief – Basil Sabourin
- Acting Administrative Coordinator – Stan Sabourin

Moved by: Councillor Vern McWatch

Seconded by: Deputy Gimaa Louis Kwisiwa

Carried

15. Housing

a. Emergency Housing Request

Councillor Chris Bananish declared conflict on this matter.

Council received and reviewed a letter concerning a need for emergency housing from Band member Faye Sabourin. Chris Bananish in his capacity as Manager of Public Works and Housing advised that Ms. Sabourin has applied for and is eligible for housing.

16. Upcoming Meetings

With respect to upcoming Council meetings, concern was raised with disrupting the work schedules of persons who work during the day – as such, wherever possible, Council meetings will be held in the evening.

A meeting between Council and the staff will also be convened in the fall, along with the dinner meeting with the Elders.

The following upcoming meetings were noted:

- a. Next regular Council meeting – August 23, 2017 - 7 to 9 p.m.
- b. White Lake Limited Partnership – Annual General Meeting – August 22, 2017 – 1 p.m.
- c. Council Orientation and Training Workshop – August 28, 2017 (Location to be confirmed)
- d. Community Gathering & Signing of Oath of Office – September (to be confirmed)
- e. Presentation from Supercom Industries/East West Tie, September 27, 2017

17. The meeting was adjourned at 4:22 p.m.

Draft: August 22, 2017

Approved: August 23, 2017



Certified Approved - Gimaa Kwe Johanna Desmoulin