

EXECUTIVE DIRECTOR'S REPORT
Executive Council Meeting
January 23, 2013

Administration:

- The Director of Public Work and Community Infrastructure has resigned. Edward Johnson Jr, continues as the Acting Director. The position has been posted internally.
- On Monday, January 7, 2013 there was a staff meeting in Port Alberni and Anacla in which all employees were reminded that they are accountable to the Human Resources Policy.
- There are weekly Directors meetings until March 31, 2013 to ensure a smooth transition into the next fiscal year.
- Program Assessment reviews were completed by directors.
- Building an itinerary for the Community Visit from Aboriginal Affairs and Northern Development on February 22, 2013.
- A letter of support was sent to Mayor John Douglas to have the traffic enforcement office relocated from Parksville to Port Alberni.
- The Harassment Policy has been updated.
- Tribunal Informal meeting with Executive Council has been tentatively set for Monday, February 18, 2013 at 1 pm in the Port Alberni Government Office.
- Timber Harvest on Treaty Settlement Lands meeting scheduled for Friday, January 18, 2013.
- Administration Organization Structure is deferred to the February Executive Council meeting once the senior management team is established.
- A Communication to citizens regarding the motions passed at the People's Assembly on December 8, 2013 was posted on the webpage
- We will be implementing a cost-of-living increase for all employees effective April 1, 2013.
- The Auditors, Presley & Partners, have resigned.

Emerging Issues:

- A temporary easement will be granted for Andy Clappis' lot subject to the lot being resurveyed when the subdivision is surveyed. (*motion required*)
- Specific Claims Tribunal (the "Tribunal"), SCT File No. SCT-7006-11; Huu-ay-aht First Nations v. Her Majesty the Queen Numukamis IR #1 Timber Claim (the "Claim") (see attached information to this report).
- An agreement has been negotiated with BC which will permit the Nations to apply for and receive rebates of the provincial portion of HST for the period from April 1, 2011 to March 31, 2013. Commencing on April 1, 2013 the new PST will take effect and rebates will apply to the new PST. Attached is a copy of the agreement which is currently being executed by the five Maa-nulth Nations (*motion required*).

Finance & Government Services:

- Activity has increased in Finance and Government Services with a recent focus on developing the budget forecast for the 2013/14 fiscal year, strategic program review as well as with year-end reporting resulting from the audit of 2012/13.

-
- Work continues on updating the benefits package available to staff and Council with implementation expected prior to the start of the fiscal year. The pension plan is being brought into compliance with OSFI requirements and an informational presentation and individual meetings with the plan advisor are being planned for staff in February.
 - The F&GS reorganization is ongoing with the development of competency based work descriptions and an updated training and development plans. Recruitment of the new Finance Clerk is expected soon to be underway with advertising taking place early February. Development of a policy manual and related administrative policies has begun.

Human Services:

Education:

- Maggie has been filling in as the coordinator in training as funded by NETP Special Projects funding. The center will be open for 27 hours each week November 2012 – March 2013.
- We have consistently had 4 – 6 adult learners.
- We are broadening the scope of the workshops offered that are provided to bring the program in line with the strategic plan.
- We are working on Education Policy edits, intake of students, completing the NTC takeover of Post secondary.

Health:

- The BCFA has amended their work plans. The expected take over from Health Canada begins July 2, 2013 and will be completed by October 2013.

Cultural:

- Cheryl has been working on coordinating the “Righting the Wrong” ceremony and the Gathering Our Voices youth conference.

Paawats:

- Paawats had a busier month with Christmas activities; there are 4 – 6 consistently attending children.
- We have switched the Paawats hours back to the Language and preschool program (10 am to 1pm, Tuesday to Thursday) to adjust for current demographics and cost efficiency. We have decreased Elder time and only inviting one Elder per session.
- Maggie officially received her “License to Practise” from the BC Government. This allows for more program flexibility and substitution if there is illness.

Nayi-ii:

-
- Changed the Program to accommodate the needs of the clients – has strong aboriginal parenting focus now. Planning meetings are underway for next fiscal.

Communications:

- Outreach Communications Liaison worked on the People's Assembly.
- Communications meeting was held to address specific aspects of the Communications Strategic Plan.
- Focus groups for the HFN Value Indicator list are underway.

Director of Human Services:

- Assisting families with USMA & Courts –1st draft of USMA protocol agreement to be reviewed with CDC next week.
- Completed 1st course in FN Health Administration, hoping to begin 2nd in February
- Officially a Board member for the Alberni Community and Women's Resource Centre

Public Works & Community Infrastructure:

The Situational Awareness Report regarding the next phases of the Sewage project is underway and some interesting questions are arising such as: where to have our WWTP and who is going to partner up with us the HFN? In 2008 the VB and the ACRD did not want to participate in regional wastewater system with HFN. I spoke with Brad Anholt, Director of the BMS before he left on holidays on the final approval to Stantec Engineering for their report on our wastewater options. I am in the process of reviewing the report and will discuss with Brad Anholt when he is back from holidays at the end of the month.

The Village of Bamfield is going to have a meeting on January 21st and will be reviewing a report by Stantec Engineering. Before the holidays Rob Botterell, Charlie Clappis, Guy Sisson and I had a meeting to discuss some of our options and make sure that we were all on same page. Some of the options we discussed included, either building a shared wastewater treatment facility, the BMSC providing us (HFN) land to build a facility and servicing the Anacla Village only, and/or sharing the existing BMSC outfall with us. The BMSC committed up to \$500K for the shared facility option.

I had a site visit with our HFN Councillor Charlie Clappis and Guy Sisson last week. We looked at some of the sites on HFN lands and BMSC lands. I look forward to reviewing the finished report form Guy Sisson.

Infrastructure

Undertook Repairs in our office in the Bay. We replaced one of the heat pumps, in which we continue to struggle with when the power goes out in our office. I am working on these problems with Houle Electric and Torry & Sons.

I am anticipating the quotes for the Request for Proposals that were sent out for the old NRO roofing, sidewalks for 3 CMHC houses at upper LA, and the road resurfacing initiatives. Contracts will either be signed using delegated authority or funneled back to the Finance Committee and Executive Council for the approval to proceed with the projects.

Lands & Natural Resources

The Lands Department and Legal Council is finalizing the Land Interest and Temporary Permit Regulation, Development and Building Permit Regulation, Land Use Plan Regulation and the Zoning Regulation. Consultation will start by the end of January.

The Lands Department is working towards harvesting up to 50,000m³ on TSL as per People's Assembly in December 2012.

The Lands Department has been working with CloverPoint to promote the Lands Registry to other First Nations and has completed the first agreement with Squamish First Nations.