

EXECUTIVE COUNCIL MEETING
Wednesday, January 16, 2012
10 am, Administration Office, Port Alberni

Attendance: Jeff Cook, (Chair), Tom Happynook, Jack Cook, John Jack, Sheila Charles, Derek Peters, John Jack, Connie Waddell

Conference Call: Charlie Clappis

Resource: Deborah Smith (Recording Secretary), James Edwards

MINUTES OF THE MEETING

1. CALL TO ORDER

The meeting was called to order at 10:04 am.

2. AGENDA

MOTION:

THEREFORE BE IT RESOLVED THAT:

1. In the circumstances it is reasonably justified to add the Proposed Agenda Item to the Agenda for the January 16, 2013 Executive Council meeting;
2. The Proposed Agenda items are hereby added to the Agenda for the January 16, 2013, 012 Executive Council meeting; and
3. Executive Council approves the Agenda for the January 16, 2013 Executive Council meeting as amended.

**Adopted by Consensus
Resolution #2013-005**

MOTION:

THEREFORE BE IT RESOLVED THAT:

1. Executive Council considers that in light of the special circumstance set out above a delay in consideration of the matter is not in the best interests of the Huu-ay-aht; and
2. Executive Council hereby waives the requirement(s) that the report regarding the Substantive Matter be delivered four working days in advance of consideration.

**Adopted by Consensus
Resolution #2013-006**

3. 2013/2014 BUDGET

James reviewed the 2013/14 Notional Revenue, Non-Discretionary Expenses, and Planned or Mandatory Expenses as detailed in the Briefing Note. James highlighted that the budget is significantly less (\$400,000) than last year. The intent is not to have a planned deficit but have a balanced budget in 2013/2014. Notional Revenues indicates that all the amounts are subject to a couple of percent variation.

It was recommended that a notice go out to the citizens and employees and explain the financial restrictions for the next fiscal year, and the positive outlook for year three.

Action: Executive Director

Next Steps: Once the Notional Budget has been approved, James will prepare a detailed budget for the directors to populate. Finance Committee will review the detailed budget in February and it will be presented to Executive Council in February.

MOTION:

BE IT RESOLVED that Executive Council approves:

1. the 2013/14 Notional Revenues, Non-discretionary Spending, and Planned or Mandatory Expenses; and
2. that the Draft Notional Budget be provided to the Executive Director for consideration and detailed costing.

**Adopted by Consensus
Resolution #2013-007**

4. STRATEGIC PLAN

John Jack reviewed the Strategic Plan Summary. Before public distribution of the Strategic Plan, the last column should be removed.

MOTION:

BE IT RESOLVED that Executive Council approves in principle the HUU-ay-aht Strategic Plan as set out in the December 16th report to Executive Council entitled “HUU-ay-aht Strategic Plan” and the updated Strategic Plan Summary presented at the January 16, 2013 Executive Council meeting; and to direct the Executive Director & Law Clerk to take the necessary steps to ensure the Finance Committee completes its budget forecast by January 31, 2013 and further to make arrangements as necessary and appropriate to support consultation meetings on the strategic plan held by Executive Council members.

**Adopted by Consensus
Resolution #2013-008**

5. PAGO OPTION ANALYSIS

James provided a detailed review of all three options in the Briefing Note. Option 3 is a better location, better building and is out of the tsunami zone. The lack of elevator is a contingent risk; if there was a duty to accommodate a staff member or elder, we would have to retrofit an elevator.

A recommendation was made to inquire about the Catalyst Building.

Action: Executive Director

MOTION:

BE IT RESOLVED THAT that Executive Council directs the Executive Director to develop a comprehensive project plan for Option 3 presented in the briefing note dated January 16, 2013 titled Acquisition of Office Space; and evaluate Option 1 as the best alternative to Option 3.

**Adopted by Vote
Resolution #2013-009**

6. TRAVEL EXPENSE REGULATION

Connie reviewed the Briefing Note.

MOTION:

BE IT RESOLVED that Executive Council approves the changes to the Travel Expense Regulation:

1. for the reimbursement of hotel accommodation expenses as detailed in the briefing note titled "Travel Expense Regulation" dated January 16, 2013 effective June 1st, 2012 ;
2. to remove section 4 (1)(b);
3. to add: Personal Vehicle use with approval of your direct supervisor;
4. to add: set meal rates up to or equivalent of Federal Treasury Board rates; and
5. to instruct the Law Clerk to prepare the necessary additions and deletions, and retroactive amendment to the Travel Expense Regulation.

**Adopted by Consensus
Resolution #2013-010**

There being no further discussion, the meeting adjourned at 12:06 pm.