

# EXECUTIVE COUNCIL MEETING

Friday, June 28, 2013

10:00 am Anacla Government Office

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

**Conference Call:** Jack Cook

**Absent:** Charlie Clappis

**Resource:** James Edwards, Deborah Smith (Deputy Law Clerk), Rob Botterell

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## MINUTES OF THE MEETING

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### 1. CALL TO ORDER

The meeting was called to order Agenda at 10:42 am. 8(b) Executive Director / Law Clerk Position – separation of positions was removed from the Agenda. As per section 103(1) of the *Government Act*, James Edwards has delegated the Law Clerk responsibility to Deborah Smith on ongoing basis.

MOTION:

BE IT RESOLVED THAT that Executive Council accepts the Agenda as amended.

Adopted by Consensus  
Resolution #2013-117

There was discussion around the importance of getting reports in on time to meet the four day material requirement.

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 Matters be delivered in writing four working days in advance of consideration.

Adopted by Consensus  
Resolution #2013-118

### 2. MINUTES OF PREVIOUS MEETING

The minutes of the May 16 and June 4, 2013 Executive Council meetings were included in the materials for review.

### 3. EXECUTIVE COUNCIL REPORTS

Sheila questioned whose responsibility it was to pump the septic tanks when a citizen leases. Currently the citizen who lease are responsible to pump the septic fields. Rob Botterell will review the documents from when the regulation was being developed.

**Action: Rob Botterell**

There was discussion regarding the need for a Non-replacement Forest License Regulation.

There was some discussion around the not being able to reach the campground to make reservations. The Port Alberni and Anacla offices were fielding phone calls. John Jack to follow up with Stan Coleman.

**Action: John Jack**

There was some discussion on the status of the Deep Sea Port Project and the preparation of the Protocol Agreement.

### 4. EXECUTIVE DIRECTOR'S REPORT

James reviewed his report. The Citizen Development Officer was discussed; the deadline to hire was changed from June 30, 2012 to June 30, 2013. The regulation specifies that the Executive Director can assign this role to an existing employee. James advised that many employees wear many hats.

The Citizen Complaints Management Policy was attached to the Executive Directors Report, however it was agreed to wait to discuss until the next meeting with Charlie present.

The Economic Development Committee does not have a Terms of Reference that details the honorarium paid to committee members. Right now the honorarium submitted is higher than other committee members. John Jack to prepare the Economic Development Committee Terms of Reference.

**Action: John Jack**

A Huu-ay-aht contractor/consultant who was a committee member, they would get paid at their contractor rate for committee meetings. Is this an acceptable practice? To be determined at a future meeting.

MOTION:

BE IT RESOLVED THAT EXECUTIVE COUNCIL approves the reallocation of the Executive Director's Severance package as per the Executive Director's recommendation.

**Adopted by Consensus  
Resolution #2013-118**

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MOTION:

BE IT RESOLVED that Executive Council approve the facilitator costs for the Staff Workshop in July in the amount of \$18,052.50 and direct the Executive Director to sign the contract on behalf of HUU-ay-aht First Nations.

Adopted by Consensus  
Resolution #2013-118

MOTION:

THEREFORE BE IT RESOLVED that Executive Council accepts the Executive Council Reports, Executive Director's Report and Summary of Motions as submitted.

Adopted by Consensus  
Resolution #2013-119

## **5. FINANCIAL REPORT**

There were no financial statements to review. The Finance Committee has approved a new template for the monthly Financial Report and we are having a little bit of difficulty generating the report.

We had difficulty with the accounting system (Accpac). Accpac is almost too old to work on the new server. We had difficulty approving payroll online; we managed to find a workaround and submitted with minutes to spare.

The server upgrade did not go as well as planned. There were a number of technical issues.

## **6. HDC**

John Jack advised that HDC has transferred accounting systems from Accpac to Simply Accounting. Financial Statements will be available at the next Executive Council meeting.

## **7. NEW BUSINESS:**

### *(a) People's Assembly*

It was agreed by all that it was disappointing that we did not reach quorum at the June People's Assembly. On the other hand, it was a very positive information session. Attendance is key to the next People's Assembly.

We need to find an Acting Speaker for the next People's Assembly. There was discussion regarding how we could encourage citizens to attend the People's Assembly.

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There was discussion about staff attending the People's Assembly.

(b) *Executive Director/ Law Clerk Position*

Removed from Agenda.

(c) *Citizenship Unenrolment Form*

Derek Peters reviewed the briefing note.

MOTION:

BE IT RESOLVED that Executive Council approves the Citizenship Unenrolment application as presented.

Adopted by Consensus  
Resolution #2013-120

(d) *Huu-ay-aht Name and Logo for Marketing & Merchandise*

John Jack reviewed the briefing note. Further discussion and information was required before a decision could be made.

(e) *NTC Health Agreement Renewal*

We need to evaluate what it is that we are agreeing to; and to determine what services we want to purchase back or if we want to at all.

(f) *Executive Council/Executive Director salary & benefits*

James reviewed the Briefing Note.

MOTION:

THEREFORE BE IT RESOLVED that Executive Council agrees with Finance Committee that

1. the current salary and benefits for Executive Council and the Executive Director is set appropriately; and
2. CPP coverage will be added for Executive Council

Adopted by Consensus  
Resolution #2013-121

(g) *HFN Children Status*

Jeff Cook reviewed the Briefing Note. It was agreed by all that this Agenda item should be referred to the Finance Committee for a recommendation.

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There being no further business, the meeting adjourned at 4:05 pm.