



## MEETING MINUTES

<b>Meeting:</b>	CABINET MEETING		
<b>Date of Meeting:</b>	December 12, 2022	<b>Time:</b>	9:00 am
<b>Minutes Prepared By:</b>	Barinder Lalli	<b>Location:</b>	Microsoft Teams

### Attendees

**Participating Cabinet:** President Lissa Smith, Vice-President Walter Mineault, Ministers Patrick Harriott, Dean Gladue, Louis De Jaeger, Shaughn Davoren, Debra Fisher, Paulette Flamond, Raynie Gervais and Susie Hooper

**Staff:** Colette Trudeau – CEO, John Bieker – Director of Cabinet Operations and Internal Governance, Barinder Lalli - Cabinet Committee Coordinator, Kayla Brow – Manager of Executive Operations and Executive Coordinator to the President and CEO, Anna Maione – Chief Financial Officer, Brent Weberg – Chief Operations Officer, Ghazal Tohidi – Interim Senior Director – People and Culture, Sasha Hobbs – Chief Strategy Officer, Ken Bourdeau –A/Senior Director – Ministry of Housing and Homelessness and Ministry of Sport, Anca McHollister – Director – STEPS, Josh Diemert – Post Secondary Education Policy Analyst – STEPS

**Regrets:** Minister Kate Elliott

### 1. Welcome

At 9:06 AM, President Lissa Smith welcomed everyone to the meeting. Minister Fisher conducted an opening prayer.

#### 1.1. Traditional Territory Acknowledgement

President Lissa Smith acknowledged the Malahat First Nation and traditional territory of the Coast Salish peoples of which she was calling from.

Vice President Mineault acknowledged the traditional territory of the Anishinabe Algonquin of which he was calling from.

Region 1 - Minister Harriott acknowledged the traditional territory of the Anishinabe Algonquin of which he was calling from.

Region 2 - Minister De Jaeger acknowledged the traditional territory of the Anishinabe Algonquin of which he was calling from.

Region 3 - Minister Gladue acknowledged the traditional territory of the Secwepemc Nation of which he was calling from and the Two River Metis.

Region 4 - Minister Fisher acknowledged the Columbia Valley Métis Association and traditional shared territory of the Ktunaxa and Secwepemc Nations of which she was calling from.

Region 5 - Minister Gervais acknowledged the traditional territory of the Lheidli T'enneh of which he was calling from.

Region 6 - Minister Hooper acknowledged the traditional territories of the Anishinaabeg and Kanien'kehà:ka of which she was calling from.



Region 7 - Minister Flamond acknowledged the Kelly Lake Métis Society and the traditional territory of the Dunne-za of which she was calling from.

BC Youth Chair - Minister Davoren acknowledged the traditional territory of the Secwepmc Nation of which he was calling from.

Staff at HQ - Our work takes place on the traditional and ancestral lands of the Semiahmoo, Katzie, Kwikwetlem, Kwantlen, Qayqayt and Tsawwassen First Nations. We respectfully acknowledge their stewardship of this land since time immemorial. MNBC recognizes the 39 Métis Chartered Communities we serve across British Columbia.

## 1.2. Adoption of Meeting Agenda

**MOTION:**

**MOVED:** Minister Harriott

**SECONDED:** Minister Gervais

**RESOLVED:**

THAT the Cabinet meeting agenda of December 12, 2022 be approved as presented.

**CARRIED UNANIMOUSLY**

## 1.3. Approval of Meeting Minutes

In response to a query, it was advised that the November Cabinet Meeting minutes are separated into two sets as the meeting occurred over two days, with different participants in attendance.

**Action: *The minute template for multiple day meetings to be discussed at the Executive Committee Meeting.***

**MOTION:**

**MOVED:** Minister De Jaeger

**SECONDED:** Minister Hooper

**RESOLVED:**

THAT the minutes of the November 14 and 15, 2022 Cabinet Meetings be approved as presented.

**CARRIED UNANIMOUSLY**

## 2. Correspondence

Discussion ensued regarding the “Action” section of On Board, which indicates a few outstanding tasks. John Bieker, Director of Cabinet Operations and Internal Governance, advised that the majority of the items are completed and that the only outstanding task relates to the Awards and Recognition Committee. It was added that the “Action” section of On Board is not necessarily related to action items, but are for items which require Board approval outside of a Board meeting.

**ACTION ITEM: *Reschedule the the Cabinet meeting and First Nation Strategy Session so that the First Nation Strategy Session takes place on Monday, January 16, 2023 and the Cabinet meeting takes place on Tuesday, January 17, 2023.***



### 3. President's Report

President Smith provided Cabinet with an update on her recent activities, including:

- The swearing in of the new Provincial Cabinet at Government House
- Staff Christmas Party hosted by the Social Wellness Committee
- Trip to Fort St. John

### 4. CEO Update

Colette Trudeau, Chief Executive Officer, highlighted the ongoing engagements of the CEO's office, including:

- Staff Christmas party hosted by the Social Wellness Committee
- Christmas cards and chocolates delivered to all staff
- Christmas cards sent on behalf of the Board to the Members of Parliament and Members of the Legislative Assembly from the Intergovernmental Affairs Department
- Preliminary results of the all staff survey
- Meeting with the President of the Canadian Olympic Committee
- Drafting of the Métis Mandate letter
- Movement on the Distinction-based Policy Paper
- Last day in office December 16, 2022

### 5. Financial Update

Anna Maione, Chief Financial Officer, provided an overview of the November Financial Statements including significant funding deposits, significant funding expenditures, MNBC Accounts Payable statistics, and leadership to actuals for the President and Cabinet Members Offices, Governance, and Electoral funds.

An itemized breakdown of the following accounts will be provided in the next financial update:

- Legal costs related to the judicial review of the Indigenous Governing Bodies (IGB) review
- Costs related to the work of Cassels Brock and Blackwell LLP

### 6. Cabinet Operations Update

#### 6.1 MNC Bylaws Committee

John Bieker provided an update on the MNBC Bylaws Committee noting that the resolution put forth at the Métis National Council (MNA) Annual General Meeting (AGA) was approved and that the Board was required to appoint one political and one non-political (staff) to sit on the Committee.

Minister Hooper nominated Minister Harriott as the political appointee and John Bieker as the non-political (staff) appointee. Minister Harriott and John Bieker accepted their nominations.



**MOTION:**

**MOVED:** Minister Gladue

**SECONDED:** Vice-President Mineault

**RESOLVED:**

THAT the MNBC Board of Directors appoints the following to represent MNBC on the MNC Bylaws Committee:

- Political Appointee: Patrick Harriott
- Non-political (staff): John Bieker

**CARRIED UNANIMOUSLY**

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**Recessed for break at 10:26 am – reconvened at 10:40 am**

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## 6.2 Board Evaluation Results

John Bieker reviewed the results of the Board Evaluation. There were 75 total questions, of which 64 had above average scores, 7 below average scores, and 4 questions with exactly average scores. There was one self-evaluation that was not completed, impacting the overall results. The full results are available on On Board.

During discussion, the importance and necessity for succession planning was emphasized.

## 7. Wage Grid

Brent Weberg, Chief Operating Officer, reviewed the proposed wage grid noting that it has been approved by the People and Culture Committee. Colette Trudeau advised that new levels have been included to address those Directors who hold multiple ministries and carry a significant workload. It was added that this wage grid would provide alignment with counterparts in other organizations.

In response to a query, it was advised that this wage grid is not intended to take funding away from programs and services, but that it is important for staying competitive and recruiting skilled employees. It was added that in order to encourage transparency, that salaries should be posted.

**MOTION:**

**MOVED:** Minister Fisher

**SECONDED:** Minister Flamond

**RESOLVED:**

THAT the MNBC Board of Directors approves the MNBC Salary Grid as presented.

**CARRIED UNANIMOUSLY**



## 8. Employee Handbook – Approved Policies from Board HR Committee

Brent Weberg reviewed the changes to the Employee Handbook advising that it has been updated to be more gender neutral, provide standardized language, and address general housekeeping items. It was added that the work to update the Employee Handbook was conducted by the People and Culture Committee.

**ACTION ITEM:** All references to the Human Resources Committee to be amended to People and Culture Committee at a subsequent meeting.

**MOTION:**

**MOVED:** Minister Flamond

**SECONDED:** Minister De Jaeger

**RESOLVED:**

THAT the MNBC Board of Directors approves the following People and Culture Policies:

- Workplace Decorum and Office Etiquette Guidelines
- Working Alone Agreement document
- Voting at Elections
- Job Descriptions
- Health and Safety Guideline for Remote Work
- Remote Work Emergency Preparedness
- Hybrid and Remote Work Agreement

**CARRIED UNANIMOUSLY**

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**Recessed for break at 11:38 am - reconvened at 11:49 am**

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## 9. Housing

### 9.1 Housing Update

Ken Bourdeau, A/Senior Director, Ministry of Housing and Homelessness and Ministry of Sport, provided the Monthly Housing Update reviewing project roles and current projects underway within each region.

In response to queries, it was advised that:

- Staff will change the bar graphs to identify progress from previous updates; there was no significant progress from the last update to reflect any change for this meeting
- Staff will change the funding bar graphs to pie charts to differentiate between the type of funding that has been obtained and to indicate its purpose
- Staff will change the wording from “funding application” to “funding,” as funding is already in place for some of the projects



- The R7 Hudson’s Hope Project will consist of four single family dwellings with basements suites for a total of eight units

Discussion ensued, and it was noted that no decision has been made with respect to whether the R7 Hudson’s Hope Project will be put for sale or rented out.

## 9.2 Revised Community Consultation Guidelines

Ken Bourdeau reviewed the ten steps of the Revised Community Consultation Guidelines including the roles of MNBC staff, the Chartered Community Boards, the Social Infrastructure Development Committee, and Cabinet.

Discussion ensued, and it was requested that this item be tabled and that the agenda be varied to consider item 9.6 Board Housing Committee TOR.

## 9.6 Board Housing Committee TOR

John Bieker reviewed the proposed Terms of Reference (ToR) for the Social Infrastructure Development Committee.

In response to a query, it was advised that voting is done by consensus as the Committee does not have approval authority and can only recommend that an item be presented to the Board for approval.

Discussion ensued, and it was requested that the word “feedback” be replaced with the word “advise” in the purpose section of the ToR.

**MOTION:**

**MOVED:** Minister Flamond

**SECONDED:** Minister De Jaeger

**RESOLVED:**

THAT the Terms of Reference for the Board Social Infrastructure Development Committee be approved as amended; and

**CARRIED UNANIMOUSLY**

**MOTION:**

**MOVED:** Vice-President Mineault

**SECONDED:** Minister Flamond

**RESOLVED:**

THAT the following Board Members are appointed to the Board Social Infrastructure Development Committee:

- Minister Fisher
- Minister Gladue

**CARRIED UNANIMOUSLY**



In response to a query regarding referring the following agenda items – 9.2 Revised Community Consultation Guidelines, 9.3 Architectural Design Services (Métis Centers), 9.4 Architectural Design Services (other MNBC Projects), and 9.5 Surrey Property to the Social Infrastructure Development Committee, staff advised that a decision by the Board would be preferable in December as the companies that have committed to the proposed timelines could move onto other projects. It was requested that should the Board decide to postpone consideration on these items, that staff be able to provide a brief overview of each topic for the full Board’s information.

Discussion ensued, and it was noted that a Social Infrastructure Development Committee meeting could be held on Monday, December 19, 2022, with a subsequent decision from the Board made by Tuesday, December 20, 2022 through On Board.

### 9.3 RFP – Architectural Design Services (Métis Centres)

### 9.4 RFP – Architectural Design Services (Other MNBC projects)

Ken Bourdeau advised that two separate RFP processes for the selection of architects for the Métis Centres and other MNBC projects have been conducted. An overview of each RFP process including the cost, number of submissions, shortlisted companies, interviews and reference checks was provided.

### 9.5 Surrey Property

Ken Bourdeau advised that the Surrey Property is located on 125A Street in Surrey, in the Bridgeview neighbourhood across from the Bridgeview Park and Community Center. This project was not included in the other RFP processes that have taken place this year due to the complexity of the project.

In response to a query, it was noted that the property is located on a flood plain, however the City of Surrey does have services and requirements in place to prevent flooding, including a dike and the requirement to have all habitable space above ground-level.

***ACTION ITEM: Extend invitation to the Mayor of Surrey to come to the MNBC Headquarters.***

**MOTION:**

**MOVED:** Vice-President Mineault

**SECONDED:** Minister De Jaeger

**RESOLVED:**

THAT the Revised Community Consultation Guidelines, Architectural Design Services ((Métis Centers) and Architectural Design Services (other MNBC Projects), and the Surrey Property be referred to the Board Social Infrastructure Development Committee.

**CARRIED UNANIMOUSLY**

### 10. New Business

Minister Hooper raised confidentiality concerns relating to the use of non-MNBC emails for MNBC business, specifically in the Chartered Communities.



Discussion ensued, and concerns were also raised regarding imposing rules on Chartered Communities with respect to the use of personal emails hindering their ability to conduct business with their members.

**MOTION:**

**MOVED:** Minister Hooper

**SECONDED:** Minister Fisher

**RESOLVED:**

THAT the MNBC Board of Directors directs that all official MNBC information will only be sent to the MNBC administrated Chartered Community Emails (@mnbca.ca);

THAT the MNBC Board of Directors directs that only the MNBC administrated Chartered Community Emails be listed on the MNBC website;

THAT the MNBC Board of Directors strongly encourage Chartered Communities to only use the MNBC administrated Chartered Community Emails for Chartered Community business; and

THAT the MNBC Board of Directors directs MNBC to enter into information sharing agreements with the Chartered Communities, that reflects the guidelines in this motion.

**CARRIED** – 5 in favour, 4 opposed, and 1 abstention

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**Recessed for break at 1:53 pm – reconvened at 2:03 pm**

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## 11. STEPS – Amendments to Standards of Practice

Josh Diemert, Post Secondary Education Policy Analyst, STEPS, provided an overview of the amendments to the STEPS Standards of Practice including the background and funding context, funding limits, risks and mitigants, and summary of other proposed changes. It was highlighted that STEPS provides funding through three main categories which are MNBC-offered training programs, client-initiated training programs, and post-secondary education programs. In total, 2028 students were supported this year with an additional 143 students on waitlist. It is proposed that an annual funding limit of \$20,000 be implemented for MNBC-offered training programs and \$12,5000 for client-initiated training programs and post-secondary education programs

In response to queries, the following information was provided:

- Those that would encounter other financial hardships in pursuit of education, such as housing, would be referred to other MNBC or external agency programs for assistance
- Scholarships, bursaries, or student loans are other avenues that potential students could pursue if their fees are not fully covered by MNBC

***ACTION ITEM: Staff to provide a breakdown of the allocation per Region of the type of funding provided and amount per student.***



**MOTION:**

**MOVED:** Minister Flamond

**SECONDED:** Minister Hooper

**RESOLVED:**

THAT the MNBC Board of Directors approves the changes to the STEPS Standard Operating Procedures as presented.

**CARRIED – 7 in favor, 1 opposed, one abstention.**

**12. Advancing the Co-development of a NGTL System-Wide Indigenous Collaborative Mechanism**

**MOTION:**

**MOVED:** Vice-President Mineault

**SECONDED:** Minister De Jaeger

**RESOLVED:**

THAT the item “Advancing the Co-development of a NGTL System-Wide Indigenous Collaborative Mechanism” be postponed to the January Board Meeting.

**CARRIED with six votes and three abstentions.**

**Meeting Adjourned at 3:00 pm**

**MOTION:**

**MOVED:** Minister Harriott

**SECONDED:** Vice-President Mineault

**RESOLVED:**

THAT the meeting adjourn.

**CARRIED UNANIMOUSLY**

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**Approval Sheet**

Approved by:

President

Approved by:

Secretary

Date: January 17, 2023