



LOWER KOOTENAY BAND

830 Simon Road, Creston, BC VoB 1G2 Ph: 250.428.4428 Fax: 250.428.7686

OFFICIAL MINUTES

Type of Meeting: Lower Kootenay Council Meeting		Date of Meeting: December 9th, 2014	
Participants: Chief: Jason Louie Councillors: Anne Jimmie, Mary Basil, Arlene Basil Guests:		Chair: Director of Operations Keith Clement	Recorder: Administrative Assistant Lisa Three Feathers
Location: LKB Boardroom		Call to Order: 9:00 am	

AGENDA

Review of Agenda:	Additions: 7c) Social Assistance, 7d) Motion – Councillor Retirement, 7e) Cheque Signers, 7f) Director of Finance Position, 7g) Exit Strategy, 7h) Education, 7i) DOO - Evaluation	Deletions:
Motion: 12-09-14-01	Moved by: Councillor Anne Jimmie Seconded by: Chief Jason Louie	THAT: The agenda be adopted as presented Carried___ Defeated___ Tabled___

PREVIOUS MINUTES

Review of Minutes:	Discussion: Under the Appointments – corrections were made accordingly with respect to spelling, etc.	
Motion: 12-09-14-02	Moved by: Councillor Anne Jimmie Seconded by: Councillor Arlene Basil	THAT: The minutes of November 25th, 2014 be accepted with the noted corrections. Carried_X__ Defeated___ Tabled___

OFFICIAL MINUTES

Appointments

Name: Denine Milner	Discussion: Packages were handed out to Chief and Council and the Director of Operations. Updates on IMBA including how funds could be spent were discussed. Council were also informed what will be discussed at the Lands & Resources meeting in January.
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Business Arising from Minutes

Agenda Topic: Gym/ Kitchen Rental Policy	Discussion: The deadline for completion of the Gym/Rental Policy is January 31 st , 2015. This Policy will be implemented by February.
Agenda Topic: Terms of Reference for the Education Portfolio.	Discussion: This has not been fulfilled. There needs to be a Terms of Reference for the Council member who has this Portfolio. In addition, this position has not been filled.

New Business

Agenda Topic: Presenter:	7a) Council Portfolio's Councillor Anne Jimmie	
Discussion:	With the new Council coming on board in the New Year, bringing the new Council to the Sector Council meetings is recommended prior to fulfilling their new roles in January. Remembering that for each Sector, alternates have to be identified in the event that the rep cannot attend meetings. Starting in January, Council meetings will be held on Fridays.	
Agenda Topic: Presenter:	7b) Chief and Council Manual (revised) Director of Operations – Keith Clement	
Conclusions:	The Director of Operations has reviewed the Manual and noticed that the title Chief Operating Officer needs to be changed to Director of Operations. Upon approval from Council, the changes will be made and the Manual will be available for the new Council members.	
Motion: 12-09-14-03	Moved by: Councillor Anne Jimmie Seconded by: Chief Jason Louie	THAT Chief and Council approves the revised Chief and Council Manual as presented. Carried_X__ Defeated___ Tabled___
Agenda Topic: Presenter:	7c) Social Assistance Councillor Anne Jimmie	
Conclusions:	In the recent years the number of Band Members on Social Assistance has risen. After discussion, it has been decided by Council that the age for eligibility be raised from 19 to 25. Council does not want the Youth to become dependent on Social Assistance.	



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Action Items:	Director of Operations will meet with the Social Development Worker Sandy Wayling to inform her of Council's decision.	Person Responsible: Director of Operations Keith Clement Deadline: As soon as possible.
Motion:	Moved by: Councillor Anne Jimmie Seconded by: Councillor Mary Basil	THAT The Band Council approves the eligibility age for Social Assistance to be raised from 19 to 25 commencing January 1st, 2015. Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/>
Agenda Topic: Presenter:	7d) Motion – Councillor Retirement Councillor Anne Jimmie	
Conclusions:	For the record, this topic was brought up at the last Band Council Meeting and no motion had been made on the decision of a monetary gift for the outgoing Councillors.	
Motion:	Moved by: Chief Jason Louie Seconded by: Councillor Mary Basil	THAT the Outgoing Councillor Monetary gift be \$100.00 per year for Councillors Anne Jimmie and Councillor Arlene Basil. Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/>
Agenda Topic: Presenter:	7e) Cheque Signers Councillor Anne Jimmie	
Conclusions:	With Council having the only authority to sign cheques, Anne is suggesting to have an additional two people added to the list in the event that all of Council is away. One name has been brought forth and there has been discussion as to who the second signer will be. Council will have this in place in the New Year.	
Agenda Topic: Presenter:	7f) Director of Finance – Position Director of Operations – Keith Clement	
Conclusions:	The Director of Operations Keith Clement has placed an ad in the paper as well as on line. In addition, he is considering having a Contract for this position and	



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	will be discussing this further at the next Council meeting.	
Agenda Topic:	7g) Council Exit Strategy	
Presenter:	Director of Operations – Keith Clement	
Conclusions:	Councilors Anne Jimmie and Arlene Basil have been asked to return I Pads to the Director of Operations, and any emails regarding LKB to be forwarded to office email address. Robin Louie will also be contacted regarding these requests.	
Agenda Topic:	7h) Education	
Presenter:	Councillor Mary Basil	
Conclusions:	A suggestion that is being presented to Council is to consider utilizing some of the IMBA monies for training opportunities. Education dollars are limited and having dollars set aside to provide some assistance will enhance those who are interested in trades.	
Agenda Topic:	7i) Director of Operations Evaluation	
Presenter:	Councillor Anne Jimmie	
Conclusions:	The question of an evaluation for the DOO was raised. The former COO was evaluated upon the probationary period. In the instance of the DOO, there is no probationary period outlined in the Contract. An evaluation outlines strengths and weaknesses and provides outcomes.	
Action Items:	Contact either Darlene Trach or Judith Paul regarding evaluations that KNC utilize such as the 360.	Person Responsible: Chief Jason Louie Deadline:
Not on Agenda:	Contributions	
Presenter:	Anne Jimmie	
	A suggestion was made for LKB to donate to the Food Bank. Council were informed that monies were received and perhaps a portion could be donated to the Food Bank and the balance to be utilized to purchase gift cards for Extra Foods to be distributed to each household. Council were in agreement.	



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In Camera

No in camera at this time.

Adjournment

Next Meeting: January 9th, 2015 9am LKB Boardroom

Adjournment: Anne Jimmie @ 1:10 pm