

Council Meeting
Thursday December 16th, 2021
Toquaht Boardroom
AGENDA

<https://us02web.zoom.us/j/85127711687?pwd=RGg3YTlyUGx1VjBteks1TFJxUmRGZz09>

Meeting ID: 851 2771 1687

Passcode: 398133

Start time: 6:00 p.m.

Guest:

Convening the meeting

Adoption of Agenda

Approval of minutes for November 18, 2021

STARTS CM00560

REGULAR BUSINESS

1) PETITIONS, DELEGATIONS & PRESENTATIONS

2) CORRESPONDENCE FOR ACTION

3) CORRESPONDENCE FOR INFORMATION

a) ACRD Bulletin, November, 2021

b) Qacca Settlement Trust financial statements period ended 30/09/2021

THAT Council resolve to receive the following agenda items.

a) ACRD Bulletins May, June & July, 2021

b) Qacca Settlement Trust financial statements period ended 30/06/2021

4) REQUEST FOR DECISION AND LEGISLATION

a) Request for Decision

i) Qacca Settlement Draft Budget 2022

THAT Council resolve to approve the Qacca Settlement Trust Budget Year Ending December 31, 2022.

5) REPORTS

6) LATE BUSINESS

Additions/deletions

-
-

Adjourn meeting

Toquaht Council
 Thursday November 18th, 2021
 Toquaht Boardroom
DRAFT Meeting Minutes

Call In: Anne Mack, Kirsten Johnsen, Noah Plonka, Kevin Mack, Naomi Mack

Absent:

Guest: Angela Polifroni

Chair: Kirsten Johnsen

Recorder: K Johnsen

Quorum was present throughout the meeting

Convened 6:00 p.m.

Agenda adopted by consensus

Minutes from August 18, 2021 approved by consensus

STARTS: CM00555

REGULAR BUSINESS

1) PETITIONS, DELEGATIONS & PRESENTATIONS

2) CORRESPONDENCE FOR ACTION

3) CORRESPONDENCE FOR INFORMATION

- a) ACRD Bulletins August, September & October, 2021
- b) Qacca Settlement Trust financial statements period ended period ended 30/06/2021
- c) Qacca Settlement Trust Minutes May 19, 2021 & August 25, 2021
- d) Bulletin: First Nations Health Council Leadership Transition

CM00555 MOVED: Kevin Mack SECONDED: Anne Mack

THAT *Council resolve to receive the following agenda items.*

- a) ACRD Bulletins August, September & October, 2021
- b) Qacca Settlement Trust financial statements period ended period ended 30/06/2021
- c) Qacca Settlement Trust Minutes May 19, 2021 & August 25, 2021
- d) Bulletin: First Nations Health Council Leadership Transition

YES: 5

NO: 0

Motion Carried

4) REQUEST FOR DECISION AND LEGISLATION

- a) Request for Decision
 - i) Appointment of alternate to the CBT Board

CM00556 **MOVED: Kevin Mack** **SECONDED: Anne Mack**
THAT Council resolve to appoint Noreen Frank as the Toquaht’s alternate director on the CBT Board.
 YES: 5
 NO: 0 Motion Carried

b) Request for Decision

- i) Appointment of two positions on the Standing Committee on Finance**

CM00557 **MOVED: Kevin Mack** **SECONDED: Anne Mack**
THAT Council resolve to appoint Gale Johnsen and Gary Johnsen to the Standing Committee on Finance.
 YES: 5
 NO: 0 Motion Carried

5) REPORTS

a) Staff Reports

- i) Ec Dev**
- ii) Capital Projects update**
- iii) Community Services update**
- iv) Lands update**
- v) Finance Update**

CM00558 **MOVED: Kevin Mack** **SECONDED: Anne Mack**
THAT Council resolve to receive the reports on:
 i) Ec Dev
 ii) Capital Projects update,
 iii) Community Services update,
 iv) Lands update, and
 v) Finance update
 YES: 5
 NO: 0 Motion Carried

b) Toquaht Nation 2nd Quarter financial report for 2021/22

From the November 9, 2021 Finance Committee mtg.
MOVED: Gary Johnsen **SECONDED: Rebecca Hurwitz**
THAT the Toquaht Standing Committee on Finance approve the Toquaht Nation 2nd Quarter financial report for 2021/22 and recommend them to Council as presented by the Director of Finance.
 YES: 4
 NO: 0 Motion Carried

CM00559	MOVED: Kevin Mack	SECONDED: Anne Mack
THAT Toquaht Council resolve to accept the finance committee's recommendation for approval of the Toquaht Nation 2nd Quarter financial report for 2021/22		
YES: 5		
NO: 0		Motion Carried

6) **LATE BUSINESS**

Additions/deletions

-

Adjourned 6:15 p.m.

Minutes prepared by Naomi Mack
Chairperson
Law Clerk
Date



Highlights from the Alberni-Clayoquot Regional District (ACRD) Board of Directors' Meetings - November 2021



NOVEMBER 10TH MEETING

ELECTIONS OF CHAIR & VICE-CHAIR

The Board held elections for the positions of Chair and Vice-Chair of the Alberni-Clayoquot Regional District (ACRD)/Alberni-Clayoquot Regional Hospital District (ACRHD) for 2021/2022. Director John Jack was acclaimed as Chairperson of the ACRD and Vice-Chairperson of the ACRHD for 2021/2022. Director John McNabb was acclaimed as Vice-Chairperson of the ACRD and Chairperson of the ACRHD for 2021/2022.

ISLAND HEALTH SERVICE FUNDING CONTRACT – ALBERNI-CLAYOQUOT HEALTH NETWORK (ACHN)

The Board will enter into another three-year funding service contract with Island Health on behalf of the ACHN in the amount of \$80,000 per year for a total of \$240,000.00 commencing December 1, 2021. The ACHN works to take action to improve the social determinants of health within the region. The Network is a community driven mechanism that helps to build partnerships and capacity; share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities. For further information on the Network visit their website at <https://achn.ca/>

SPROAT LAKE VOLUNTEER FIRE DEPARTMENT (SLVFD)– WATER TENDER APPARATUS RFP

The Board award the contract to supply a Water Tender Apparatus to the SLVFD to Hub Fire Engines & Equipment Ltd in the amount of \$436,409.00 plus taxes.

NOVEMBER 24TH MEETING

NEW CHIEF ADMINISTRATIVE OFFICER (CAO) WELCOMED

The Chairperson introduced and welcomed Mr. Daniel Sailland, new Chief Administrative Officer for the Alberni-Clayoquot Regional District.

BAMFIELD VOLUNTEER FIRE DEPARTMENT (BVFD)– MINI-PUMPER FIRE APPARATUS RFP

The Board awarded the contract to supply a Mini-Pumper Fire Apparatus, for the Bamfield Volunteer Fire Department, to Fort Garry Fire Trucks in the amount of \$328,090.00 plus taxes.

BYLAW ENFORCEMENT POLICY AND BYLAW ENFORCEMENT OFFICER DESIGNATION.

The Board adopted the ACRD Bylaw Enforcement Policy as presented November 24, 2021 and designated Jason Kevis and Charity Hallberg Dodds as Bylaw Enforcement Officers. With the adoption of the policy, the ACRD intends to establish clear and consistent procedures, roles, expectations, and standards for ACRD Bylaw Enforcement services. Designation of the Bylaw Enforcement Officers allows for authorized issuance of bylaw notices, including penalties.

CAMPGROUND & DEVELOPMENT ISSUES AT THE LONG BEACH AIRPORT

The Board supported in principle long-term development planning for lands at the Long Beach Airport and will complete an assessment of resource needs and financial implications to support this objective as part of the 2022-2026 Financial Planning process.

Board of Directors

Chair: John Jack
(Huu-ay-aht First Nation)

Vice-Chair: John McNabb
(Electoral Area "E"
Beaver Creek)

Director Bob Beckett
(Electoral Area "A"
Bamfield)

Director Tanya Shannon
(Electoral Area "B"
Beaufort)

Director Kel Roberts
(Electoral Area "C"
Long Beach)

Director: Penny Cote
(Electoral Area "D"
Sproat Lake)

Director Dianne Bodnar
(Electoral Area "F"
Cherry Creek)

Mayor Sharie Minions
(City of Port Alberni)

Councillor Ron Paulson
(City of Port Alberni)

Councillor Tom Stere
(District of Tofino)

Councillor Rachelle Cole
(District of Ucluelet)

Councillor Kirsten Johnsen
(Toquaht Nation)

Councillor Wilfred Cootes
(Uchucklesaht Tribe
Government)

Councillor Alan McCarthy
(Yuutu?i?ath Government)

UPCOMING MEETINGS – input on upcoming meetings may be emailed to: responses@acrd.bc.ca

Alberni Valley & Bamfield Services Committee – December 1st, 1:30 pm; ACRD Boardroom/Zoom

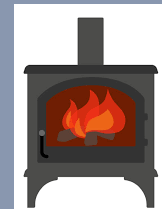
Electoral Area Directors Committee Meeting – December 8th, 10:00 am; ACRD Boardroom/Zoom

Board of Directors – December 8th, 1:30 pm, followed by the **Regional Hospital District**; ACRD Boardroom/Zoom

2021 Wood Stove Exchange Program

There is still time to receive up to \$1300 in savings and rebates.

Visit www.acrd.bc.ca for more information.



Qacca Settlement Trust
Comparative Income Statement - period ended 30/09/2021

(Prepared for Management Purposes Only)

	Actual		
REVENUE			
Investment Revenue			
Investment income	\$ 726,638.38		
Interest income	53,939.08		
Gain on dispositions	500,897.93		
Exchange gain (loss)	1,377.81		
Total Investment Revenue	<u>1,282,853.20</u>		
TOTAL REVENUE	<u>1,282,853.20</u>		
		Annual	Budget
EXPENSE		Budget	Remaining
General & Administrative Expenses			
Audit	460.00	4,925.00	90.7%
Advisory & administration services	6,872.25	11,340.00	39.4%
Investment management fees	141,781.54	174,614.00	18.8%
Insurance	5,355.00	5,005.00	-7.0%
Interest & bank charges	105.00	130.00	19.2%
Legal and professional services	0.00	12,500.00	100.0%
Office supplies	0.00	300.00	100.0%
Workshops & training	0.00	1,500.00	100.0%
Total General & Admin. Expenses	<u>154,573.79</u>	<u>210,314.00</u>	<u>26.5%</u>
TOTAL EXPENSE	<u>154,573.79</u>	<u>210,314.00</u>	<u>26.5%</u>
NET INCOME	<u>\$ 1,128,279.41</u>		

Qacca Settlement Trust**Balance Sheet As at 30/09/2021***(Prepared for Management Purposes Only)***ASSETS**

Chequing account	\$ 60,431.57
Investments - KCFN	24,724,346.80
Investments - Toquaht	7,636,238.44
Investments - Uchucklesaht	8,189,115.67
Loans - KCFN	3,415,313.39
Prepaid expenses	858.60
	<u>44,026,304.47</u>

TOTAL ASSETS

44,026,304.47

LIABILITIES

Accounts payable	50,402.60
	<u>50,402.60</u>

EQUITY**Trust Equity**

Equity - previous year	42,847,622.46
Distributions to Nations	-
Contributions from Nations	-
Current earnings (loss)	1,128,279.41
	<u>43,975,901.87</u>

Total Equity

43,975,901.87

TOTAL LIABILITIES & EQUITY

\$ 44,026,304.47

FMV of**Investments**

28,060,772.71
8,662,382.43
9,363,770.78

	KCFN	TN	UT
	\$ 27,465,313.53	\$ 7,425,840.51	\$ 7,956,468.42
	702,915.77	201,857.24	223,506.40
	<u>28,168,229.30</u>	<u>7,627,697.75</u>	<u>8,179,974.82</u>

Qacca Settlement Trust
Draft Operating Budget
Year Ending December 31, 2022

	Approved 2021 Budget	Draft 2022 Budget	
Expenses			Comments on Draft Budget
Advisory & administration services	11,340	11,340	Estimate calculated on separate page (no change)
Audit fees	4,925	5,570	2021 was \$5,460, roughly 2% increase
Bank charges	130	130	Estimated bank confirmation fees of \$25 plus safety deposit box of \$105
Insurance	5,005	5,625	2021 was \$5,355, roughly 5% increase
Investment manager fees	174,614	190,754	Estimate calculated on separate page
Legal and professional services	12,500	12,500	Legal (\$2,000) plus independent investment performance review (\$10,500) (no change)
Office supplies	300	300	Estimated supplies at \$25/month (no change)
Workshops/training	1,500	1,500	No change
	Total	Total	
	\$ 210,314	\$ 227,719	
Percentage of Investment Portfolio	0.54%	0.49%	

**Qacca Settlement Trust
Estimate of Advisory and Administration Costs
Year Ending December 31, 2021**

Time Estimates
Hours Total
Per Task Hours

Ongoing Tasks

Quarterly Meetings

Preparation (agenda, statements, materials)	2.5	10
Meeting	1.5	6
Followup (minutes, etc.)	2.5	10
Circulate reports & materials	1	4

Monthly Accounting

Bank transactions/reconciliation	1.5	18
Post accounting records	1	12

60

One-Time Tasks

Budget

Prepare draft annual budget	2
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Reporting

Assist with drafting of annual report	5
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Audit

Coordinating audit	5
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12

Total Hours

72

Fee Calculation

At \$150/hour 72 10,800

5% GST 540

\$ 11,340

	Expected FMV Investments Dec 31, 2021	Projected Contributions April 2022	Projected Neg Loan Distributions April 2022	Projected FMV Investments April 2022
KCFN	\$ 28,445,809.30			\$ 28,445,809.30
TN	\$ 8,778,417.86			\$ 8,778,417.86
UT	\$ 9,488,388.30			\$ 9,488,388.30
	\$ 46,712,615.46			\$ 46,712,615.46

		Fair Market Value		Projected Fee
Q1 (Jan-March, 2021)		\$ 46,712,615.46		
Allocation				
International Fund	13.12%	\$ 6,128,695.15		\$ 9,967.30
All Funds Ex. Intl	86.88%	\$ 38,720,369.44		\$ 37,255.32
		\$ 44,849,064.59		\$ 47,222.63

Q2, Q3, Q4 (April-Dec 2021)		\$ 46,712,615.46		
Allocation				
International Fund	13.12%	\$ 6,128,695.15		\$ 29,901.91
All Funds Ex. Intl	86.88%	\$ 38,720,369.44		\$ 111,765.97
		\$ 44,849,064.59		\$ 141,667.88

Total Ex Infr	\$ 188,890.51
Total	\$ 190,754.06

Fee Schedule					
International Fund	0-2 Million	0.92%	\$ 2,000,000.00	\$	4,600.00
	over 2 Million	0.52%	\$ 4,128,695.15	\$	5,367.30
				\$	9,967.30
All Funds Ex Intl	0-1 Million	0.80%	\$ 1,000,000.00	\$	2,000.00
	1-10 Million	0.45%	\$ 9,000,000.00	\$	10,125.00
	10-30 Million	0.35%	\$ 28,720,369.44	\$	25,130.32
				\$	37,255.32

Fee Schedule					
International Fund	0-2 Million	0.92%	\$ 2,000,000.00	\$	13,800.00
	over 2 Million	0.52%	\$ 4,128,695.15	\$	16,101.91
				\$	29,901.91
All Funds Ex Intl	0-1 Million	0.80%	\$ 1,000,000.00	\$	6,000.00
	1-10 Million	0.45%	\$ 9,000,000.00	\$	30,375.00
	10-30 Million	0.35%	\$ 28,720,369.44	\$	75,390.97
				\$	111,765.97

USD Money Market	Balance	0.10%	\$ 1,863,550.87	\$	1,863.55
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