

# Council

Wednesday May 21<sup>st</sup>, 2025

Meeting by Zoom

## **APPROVED Meeting Minutes**

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Present: Lisa Morgan, Kirsten Johnsen, Anne Mack, Kevin Mack

Absent: Noah Plonka

Guest: Donna Monteith, Brent Lehmann, Robyn Rea

Chair: Kirsten Johnsen

Recorder: Tina Gammel

Quorum was present throughout the meeting

### **Brent joins meeting @ 4:02pm**

### **Convened 4:03 p.m.**

Agenda adopted by consensus, with the following late adjustments:

- Move agenda item 3) up to 1) so that discussion with Brent regarding the Government Personnel Act Amendment Act can go first

Minutes from March 31, 2025 approved by consensus

### **STARTS CM00702**

#### **1) PETITIONS, DELEGATIONS & PRESENTATIONS**

##### **a) Discussion regarding the Government Personnel Act Amendment Act**

- i) Discussion and questions arise around the necessity of the Manager of Operations (MoO) role that TN is currently hiring for.
- ii) Brent gives details on the government structure. Section 3.5 is a general delegation provision that is part of every Toquaht legislation. Back in 2009/10 when this provision was enacted by the Council, Toquaht needed to empower directors to delegate some of their responsibilities to another person, either within the administration department or on a contract basis. This was to ensure that the TN government is running effectively as it grows and its duties expand. The provision was created in cases where there is no need for a new role entirely, but splitting roles and responsibilities amongst two people within one role becomes necessary. This was meant as an interim solution and calls for Executive approval that directors must obtain. Nonetheless, directors remain responsible for the delegated duties to be carried out.
- iii) Given Toquaht's government structure, Brent affirms that the DoO has the responsibility to hire the MoO, since the MoO is a delegatory role and not a director role. The Executive appoints directors, and the DoO is responsible for everything below that level. Section 3.5 has no mention of this since the issue wasn't thought of at the time. Regardless, the Executive can rescind delegations that were previously approved if they are deemed unnecessary. With the government growing, we should have created another position or another department by now to accommodate the

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- duties and responsibilities that were delegated from its initial role. Since that didn't happen, it begs the question of the MoO's necessity.
- iv) TN has created separate legislation to govern each department. Other Maa-nulth Nations have taking steps to consolidate their government structures into one regulatory regime to make them adapt and change more quickly. Brent suggests that Toquaht consider doing the same.
  - v) Kevin points out that it is confusing that this delegatory position was given a job title and that this shouldn't have happened like this. Brent agrees.
  - vi) TN needs to revisit the overall government structure and decide
    - (1) Which positions are needed
    - (2) Where should they sit
    - (3) Who should they report to
    - (4) Who should appoint them
  - vii) If decided that the MoO will be a permanent position, it is recommended to put this into a piece of legislation for clarification. Its responsibilities will have to be strictly separated from the DoO's as well.
  - viii) Kevin suggests changing the DoO title to Chief Administrative Officer (CAO) or Chief Executive Officer (CEO) to minimize confusion moving forward.

**Action item:** Donna to update the organizational chart and present it to Executive for review and comment.

**Action item:** Set date for Special Executive Meeting to discuss new organizational chart.

**Brent Lehmann leaves @ 4:40pm**

## **2) REQUEST FOR DECISION AND LEGISLATION**

### **a) Request for Decision**

- i) Fourth Quarter Internal Financial Statements, March 31, 2025
  - (1) Numbers are still changing until all reconciliations are accounted for.
  - (2) Kevin relays discussions from the finance meeting on May 16<sup>th</sup>, 2025:
    - (a) Encourage more spending in community services with surplus monies each year.
    - (b) Having Donna find out details about the BC Housing programs available to citizens for renovations of their houses.
    - (c) Provide support to homeowners with maintaining their houses since some of them were not built to code and are deteriorating.

**(3) Recommendation from the May 16, 2025, Finance Committee meeting**

**From the May 16<sup>th</sup>, 2025 finance committee meeting:**  
**MOVED: Gary Johnsen      SECONDED: Gale Johnsen**  
THAT the finance committee reviewed the Toquaht Nation 4<sup>th</sup> Quarter internal Financial Statements, March 31, 2025 and recommend adoption by Council.  
YES : 3  
NO: 0  
Motion Carried

**CM00702    MOVED: Anne Mack      SECONDED: Kevin Mack: Lisa Morgan**  
THAT Council resolve to receive the recommendation from the Standing Committee on Finance and approve the Toquaht Nation 4<sup>th</sup> Quarter Internal Financial Statements, March 31, 2024.  
  
YES: 4  
NO: 0  
Motion Carried

**3) INFORMATION FOR RECEIPT or DISCUSSION**

**4) CORRESPONDANCE FOR RECEIPT**

**5) QUARTERLY DEPARTMENT REPORTS**

- a) Community Services
- b) Law Clerk & Administration
- c) Finance
- d) Capital Projects
- e) Assets
- f) Economic Development
- g) Lands & Resources

**CM00703    MOVED: Kevin Mack      SECONDED: Anne Mack**  
THAT Council receive the 2024/2025 Q4 Department Reports.  
  
YES: 4  
NO: 0  
Motion Carried

**2) LATE ADDITIONS**

**Additions/Deletions**

- None

Adjourned @ 4:57pm

Minutes prepared by Tina Gammel  
**Law Clerk**  
*Kirsten Johnsen*  
**Date**      2025-10-01