



## Gwaii Trust

### MINUTES

**Gwaii Trust Board Meeting  
Nov 24, 2020 6:30 – 9:00pm  
Videoconference**

<b>In Attendance:</b>	<b>Representing:</b>	<b>Area Director</b>	<b>Area Alternate</b>
	Graham Island Central	Maureen Bailey	Elizabeth Condrotte
	Graham Island South	Clyde Greenough	Shelley Sansome
	Area 'E'	Laurie Chisholm	
	Graham Island North	Bret Johnston	
	Skidegate Band Council	Billy Yovanovich	Ooka Pineault
	CHN Old Massett	Alfie Setso Sr.	Trevor Russ
	Old Massett Village Council	Cecil Brown	
	CHN Skidegate		Gaagwiis, Jason Alsop
<b>Chair &amp; Staff:</b>	Chair	James Cowpar	
	Chief Operations Officer	Carla Lutner	
	Communications Officer	Joey Rudichuk	
	Project Officer	Dana Bellis	

**Regrets:** CHN Skidegate, Kim Goetzinger

*Note: The following is an accurate reporting of the meetings as they occurred, however these minutes are not to be construed as a verbatim report of all conversations that transpired, but rather a reflection of the outcome of those discussions; where necessary members have been quoted as closely as possible.*

#### 1. Call to Order

The meeting of the Gwaii Trust Board of Directors was called to order at 6:35pm

#### 2. Excusals

As noted above.

#### 3. Message from the Chair

The Chair welcomed the Board. He outlined the process for passing a motion via Zoom meeting and reminded the Board to send their Conflict of Interest forms to the Communications Officer.

#### 4. Call for amendments to the agenda

There was one addition to the agenda: Add Old Massett Village Council and Tow Hill Community Association to Vibrant Haida Gwaii Communities - 12(i) and 12(ii).

#### 5. Call for adoption of the agenda

The agenda was adopted with the above noted amendments.

**Moved by: Billy Yovanovich**

**Seconded by: Maureen Bailey CARRIED**

#### 6. Call for adoption of previous minutes

The minutes of November 5, 2020 were adopted with one amendment: Page 3 agenda item 11, spelling error on contingency.

**Moved by: Laurie Chisholm**

**Seconded by: Alfie Setso Sr. CARRIED**



## 7. Review Action Items

### September 29, 2020:

- a. Audit & Governance Committee:
  - i. Develop policy around the following items (May 4, 2019) – **closed**
    - Roles and responsibilities for Board and committee members
    - Social media code of conduct for Board and Committee members
    - Applications that request funding for weapons, illegal activities, alcohol and cannabis
  - ii. Create some scenarios around what may be a conflict to bring back to the board. (May 4, 2019) **in progress**
  - iii. Review orientation materials (Jul 31, 2019) – **in progress**
- b. Wellness Committee:
  - i. Report back as to the progress on Food Security concerns raised by the Board (Jun 25, 2019).

The committee have decided to consider something more in line with the strategic plan. They are meeting with the Council of the Haida Nation on November 25<sup>th</sup> to review their food security strategy and to see if they would like anyone from the Trust on their committee. – **Closed**
  - ii. Add Early Learning presentation to next Wellness Committee agenda (May 4, 2019).

Committee members have reached out without any answer. **Complete**
- c. Board in-camera action
  - i. Carla to explore hiring controller and present options and budget impacts to board (Feb 29, 2020). **In Progress**
  - ii. Add scheduling to strategic planning agenda – shared calendar of some sort, options for contacting directors who are not responding to BoardBookit (texts, calls) (Feb 29, 2020) **In Progress**
  - iii. The COO will provide a written summary on the proposed composition of a new ad hoc AGLT committee proposed by the Executive committee as well as the options developed by the Project Officer for outsourcing public consultation. This agenda item will be added to the November 24th board meeting. (Nov 5, 2020) **Complete**

### October 24, 2020:

- The CIO will prepare an information and status sheet on Athlii Gwaii Legacy Trust for the Board. There was a request to write simply and clearly using layman’s terms. (Oct 24, 2020) **In Progress**
- There was a request for the CIO to calculate the legal and protector expenses that have been incurred for AGLT over the years and for a formal request to be made for these costs to be reimbursed by the government. (Oct 24, 2020) **Incomplete**

## 8. Audit Dashboard

Dir. Bailey and the COO provided an overview of the audit dashboard.

## 9. Athlii Gwaii Legacy Trust Committee Discussion

After review and discussion of the AGLT recommendation, the Board made a motion to create an ad hoc committee called the Athlii Gwaii Legacy Trust planning committee. The following preliminary members were appointed to the AGLT Committee:



Kim Goetzing, Clyde Greenough, Ooka Pineault, Laurie Chisholm, Bret Johnston, Maureen Bailey, Cecil Brown.

**10. 2021 Projects Budget**

The COO provided an overview of the 2021 Projects Budget recommendations. After discussion the Gwaii Trust Board of Directors approved Scenario 1 of the 2021 Programs Budget.

**Moved by: Billy Yovanovich**  
**Seconded by: Clyde Greenough CARRIED DR #20 11 24 - 53**

*“IN CAMERA” All program discussion is held in camera: {GTS Policy: In-camera sessions will be called to deal with issues of personnel, legal, financial matters and program allocation decisions. After the Board has taken a decision, the results become public and will be published}.*

**11. Special Projects Application - MIEDS, Rennell Sound Recreation Site Improvement Project**

- Dir. Greenough declared a conflict of interest on the MIEDS Special Project application and was put in a waiting room at 7:19pm.
- The Chair called a temporary adjournment at 7:19pm, the Board returned at 7:35pm
- Dir. Sansome advised that she helped Recreation Sites and Trails BC (RSTBC) update the Rennell Sound project documents, but no longer has any involvement with this project.

The Gwaii Trust Board reviewed one special project application and after discussion approved as follows.

Organization	Project Name	Conditions	Amount
Misty Isles Economic Development Society	Rennell Sound Recreation Site Improvement Project	Confirmation of funding any changes to project or cost overruns to come to Board of Directors	\$600,000.00

**Moved by: Maureen Bailey**  
**Seconded by: Shelley Sansome CARRIED DR #20 11 24 - 54**

Dir. Greenough returned to the meeting at 8:11pm

**12. Vibrant Haida Gwaii Communities Applications**

The Gwaii Trust Board discussed ten Vibrant Haida Gwaii Communities applications.

It was agreed that \$17,446.00 will be subtracted from the Village of Masset Airport Storage Project request for the Tow Hill Community Association application which will be reviewed at the next Gwaii Trust Board meeting.

After review and discussion, the Gwaii Trust Board approved ten Vibrant Haida Gwaii Communities applications as follows:

Organization	Project Name	Conditions	Amount
Village of Masset	Sewer Cleaner	None	\$102,135.06
Village of Masset	Masset Airport Storage Project	None	\$87,209.08
North Coast Regional District	Vibrant Sandspit	Exception to policy for the project contingency. Quotes to be provided for the	\$211,642.00



		community hall renovations. NCRD agrees to fund any project overages.	
Sandspit Community Society	Strategic Planning	None	\$4,933.00
Skidegate Fire Department Society	Fire Safety Equipment Upgrade/Replacement	None	\$266,000.00
Village of Queen Charlotte	Firefighting and Public Works Improvements	None	\$55,000.00
Secretariat of the Haida Nation	Haida Knowledge Project	Two year project completion period. Updated budget and supporting quotes to be provided for Board approval before the project starts. Budget to include more breakdown and information on “wages and subsidies” and “other”.	\$460,000.00
Village of Port Clements	Public Works Yard Improvement	Gwaii Trust funding to be shared for all budget lines. A revised budget is to be submitted for review and approval by GTS staff in any of the contingency workplan items outlined in the application are to be completed.	\$55,741.78
Village of Port Clements	Firehall Floors and Stairs Upgrade	Revised budget to be submitted for review and approval by GTS staff if any of the contingency workplan items outlined in the application are to be completed.	\$26,560.00
Miller Creek Neighbourhood	Miller Creek Improvement Project	None	\$14,738.30

**Moved by: Clyde Greenough**

**Seconded by: Cecil Brown CARRIED DR #20 11 24 - 55**

**Action:** The following two applications will be added to the next Gwaii Trust Board meeting for discussion.

12(i) Old Massett Village Council application

There was a request that the board consider this application, which was submitted after the deadline, at a future meeting. This application will be discussed at the next Board meeting.

12(ii) Tow Hill Community Association application

There was a request that the board consider this application, which did not meet the deadline for necessary amendments, at a future meeting. This application will be discussed at the next Board meeting.



**13. Community Innovation Applications**

The Gwaii Trust Board reviewed one Community Innovation application and after discussion approved as follows:

Organization	Project Name	Conditions	Amount
QCC Volunteer Fire Prevention Society	Uniforms and Apparel for Queen Charlotte Firefighters	None	\$7,802.40

**Moved by:** Clyde Greenough

**Seconded by:** Maureen Bailey      **CARRIED**      **DR #20 11 24 - 56**

**14. Committee Reports**

a. Executive Committee

- The Chair would like to have a special meeting with the Board of Directors and will continue trying to find an available time.
- Dir. Greenough noted the Executive Committee continues to work on AGLT and the CIO’s contract.

b. Haida Gwaii Covid-19 Emergency Response Committee

- Dir. Bailey provided an update on the committee. They have seen a slowdown in applications and have moved to bi-weekly meetings. To date they have received over \$1MM in applications, and successfully approved \$823,000. They anticipate seeing more with the second wave of the pandemic.

c. CIO Report

- The CIO’s report was included in the board materials

d. COO Report

- The COO’s report was included in the board materials.
- There was a security breach with the CIO’s email and security measures have been ramped up for all staff.
- There is a Grants and Technology coordinator starting Monday.
- The COO provided an update on the Haida Gwaii Community Foundation. There have been a few donations in the last quarter as well as some grants through the Vancouver Foundation. There is a pending request from Green Shield for a potential partnership opportunity.

**15. Next meeting date:**

- The next meeting will be in January, the COO will provide a date.
- The social event scheduled for Dec 5<sup>th</sup> will be postponed due to the Covid19 pandemic.
- The Chair requested the Board of Directors provide a brief video message for the communities to be sent out on social media. The Communications Officer will coordinate.

**16. Director in-camera discussion**

The Board of Directors and COO went in-camera at 8:45pm

**17. Adjournment**

The meeting was adjourned at 9:30pm



## ACTION ITEMS

### September 29, 2020:

- a) Audit & Governance Committee:
  - i Create some scenarios around what may be a conflict to bring back to the board. (May 4, 2019) **in progress**
  - ii Review orientation materials (Jul 31, 2019). **In progress**
- b) Board in-camera action
  - iv. Carla to explore hiring controller and present options and budget impacts to board (Feb 29, 2020). **In Progress**
  - v. Add scheduling to strategic planning agenda – shared calendar of some sort, options for contacting directors who are not responding to BoardBookit (texts, calls) (Feb 29, 2020) **In Progress**
- c) Add the Vibrant Haida Gwaii Communities applications from Old Massett Village council and Tow Hill Community Association to the next Gwaii Trust Board meeting (Nov 24<sup>th</sup>)

### October 24, 2020:

- The CIO will prepare an information and status sheet on Athlii Gwaii Legacy Trust for the Board. There was a request to write simply and clearly using layman’s terms. (Oct 24, 2020) **In Progress**
- There was a request for the CIO to calculate the legal and protector expenses that have been incurred for AGLT over the years and for a formal request to be made for these costs to be reimbursed by the government. (Oct 24, 2020) **Incomplete**

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James Cowpar  
Chair

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Carla Lutner  
COO

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