

SERPENT RIVER FIRST NATION

195 Village Road
Cutler ON, P0P 1B0



Telephone: (705) 844-2418
Facsimile: (705) 844-2757

SRFN Chief and Council Meeting
November 28, 2023
Approved Minutes

Chair: Kerri Commanda
Council: Michelle Owl, Shirley McLeod, John (Jack) Trudeau, Steve Meawasige
Regrets: N/A

Director of Operations (DOO): Tracey Seabrook
Staff: Mandy Anis, POLEA; Jeff Moulton, Director of HR
Recording Secretary: Mandy Anis, POLEA
Online: 5 people

1) **Call to Order/Opening Prayer/Remarks:**

- Duly Convened Chief and Council meeting was called to order at 6:15 p.m. - The acting Chief welcomed Council and the community - Councillor Trudeau said an opening prayer
--

2) **Adoption of Agenda**

MOTION: 2023-11-28-01	
That Chief and Council adopt the Agenda for the Chief and Council Meeting of November 28, 2023	
Moved by	Michelle Owl
Seconded by	Shirley McLeod
CARRIED	By Consensus

3) **Declaration of Conflict of Interest:**

- None declared at this time

4) **Community Presentations**

- None at this time

Recording Secretary:	Mandy Anis/Lilli Doughty	Date Approved	2023-12-12
2023-11-28 APPROVED C&C MINUTES		Motion of Approval	2023-12-12-02

5) **Approval of Previous Minutes**

a) **October 24, 2023**

MOTION: 2023-11-28-02	
That Chief and Council approve the Council Meeting Minutes of October 24, 2023 as presented	
Moved by	Shirley McLeod
Seconded by	John (Jack) Trudeau
CARRIED	By Consensus

6) **Business Arising from Minutes**

N/A

7) **Reports**

a) **Acting Chief's Report**

MOTION: 2023-11-28-03	
That Chief and Council accept the Chief's verbal Report, presented by the acting Chief on November 28, 2023	
Moved by	John (Jack) Trudeau
Seconded by	Michelle Owl
CARRIED	By Consensus
<ul style="list-style-type: none"> - Attended the Remembrance Day Ceremony in Serpent River FN on November 11, 2023 - Addressed Councillor Meawasige's speech about Bill C-53 - Attended off-reserve RHT sessions in Ottawa and Toronto. There is one more in Sault Ste. Marie on November 30th, and in Sudbury on December 11th. All the information provided is the same. - Pleased that a few housed arrived, and more are to come - By-election is taking place on December 9, 2023 	

8) **Doodem & Committee Minutes & Reports**

- None at this time

Recording Secretary:	Mandy Anis/Lilli Doughty	Date Approved	2023-12-12
2023-11-28 APPROVED C&C MINUTES		Motion of Approval	2023-12-12-02

9) Business Arising from Minutes & Reports

- a) Draft Financial Policies - Briefing Note
 - i) Housing Loan Guarantees
 - ii) Disbursement Policy
 - iii) Debt Policy

MOTION: 2023-11-28-04	
That Chief and Council approve of the Policies as outlined above	
Moved by	John (Jack) Trudeau
Seconded by	Shirley McLeod
CARRIED	By Consensus

10) Standing Items

11) New Business

- a.) Water Treatment Plant Update

MOTION: 2023-11-28-05	
That Chief and Council accept the written Water Treatment report dated November 24, 2023, as presented	
Moved by	Steve Meawasige
Seconded by	Shirley McLeod
CARRIED	By Consensus
<ul style="list-style-type: none"> - In December of 2022 a boiled water advisory was placed on Serpent River First Nation. Significant maintenance was required to bring the plant back to good working order and eliminate the need for water to be trucked in to supplement the supply - In 2019, \$200,000. had been received from Indigenous Services Canada (ISC) to implement a De-chlorination Project. In 2022 through discussions with ISC it was identified a diversion from the original plan was what was necessary to address maintenance on the water treatment plant to ensure clean drinking water for their members. A further \$483,826 was negotiated in 2023 to support the maintenance plan on the water treatment - In the fall of 2022, engineers from Neegan-Burnside completed a full assessment of the water treatment plant to ensure we were addressing all the critical needs as well as the current and projected water needs of the community so we’re preparing for the future. In December of 2022 SRFN faced a boiled water advisory and with the help of additional ISC funding through the Community Development Wrap Around Initiative, hired Danny Bacon as the Project Manager to focus on the maintenance of the water treatment plant and distribution needs of the First Nation. Within three days the issue had been isolated that was causing the boiled water advisory the team worked to address them 	

Recording Secretary:	Mandy Anis/Lilli Doughty	Date Approved	2023-12-12
2023-11-28 APPROVED C&C MINUTES		Motion of Approval	2023-12-12-02

- In addition to addressing maintenance issues at the plant, it was necessary to address significant hours of overtime being accumulated as a result of staffing levels at the water treatment plant and to ensure all staff engaged in operation of the plant had the necessary training to protect our water supply. At that time only one staff member was solely designated to the water treatment plant. Currently there are four members working in water treatment and all four members are at various stages of licensing as water treatment operator
- The water treatment plant has now been completely refurbished and a regular maintenance plan put in place to address ongoing maintenance. Trucked in water is no longer required and was ceased a few weeks ago resulting in considerable savings to the First Nation. We have applied for some subsidy to address the impact of the cost of the trucked in water. In 2022/23 received \$300,000 to offset those costs and anticipate in 2023/24 will receive some additional support
- In the late spring of 2023 twenty of the expired membranes of the water treatment plant were replaced supported by ISC funding, followed by an additional fifty-six in the later part of October
- In addition to the membranes being replaced and brought to a new standard for Serpent River First Nation, pumps were replaced and spares are in place, the UV filter system rebuilt, actuators replaced, generator repairs completed and a critical network link to our booster station was repaired
- All is exciting news for the First Nation and we've been told we have some of the best water on the North Shore! A new focus will be on the distribution plan for additional water needs as the community continues to grow into 2023/24 and onward

KEY CONSIDERATIONS:

- 1) It is critical that ongoing maintenance is in place to address water needs of the community.
- 2) Staff need the necessary training and licensing to protect the water supply of Serpent River First Nation and this should be a requirement of continued employment.
- 3) Financial resources should be set aside each year to ensure maintenance can be attained.

b.) Capital Plan Funding Request

MOTION: 2023-11-28-06	
That Chief and Council support the application under the Minor Capital Fund if Indigenous Services Canada in the amount of \$276,000 to conduct a Capital Planning	
Moved by	
Seconded by	
CARRIED	By Consensus
<ul style="list-style-type: none"> - Funding is available to update Serpent River First Nation's Capital Plan and requires a Band Council Resolution to pursue - The Serpent River First Nation Capital Planning Study was last updated over ten years ago on April 28, 2009 	

Recording Secretary:	Mandy Anis/Lilli Doughty	Date Approved	2023-12-12
2023-11-28 APPROVED C&C MINUTES		Motion of Approval	2023-12-12-02

- It is critical for the future development of Serpent River First Nation that a capital planning study be completed

c.) Rapid Housing Initiative Round 3 Update

MOTION: 2023-11-28-07
That Chief and Council accept the Housing report dated November 24, 2023, as presented

Moved by John (Jack) Trudeau

Seconded by Shirley McLeod

CARRIED By Consensus

- In mid July 2023, approval was received from CMHC for the full application under the Rapid Housing Initiative Round 3 for Serpent River First Nation in the amount of \$7,767,066. which included \$652,000 from the Community Development Wrap Around Initiative program. The funding was to support 7 modular homes (a combination of 2 and 3 bedroom) and 2 - 5 Plexes (single units). 25% (1.75 (2) homes) of the modular homes are to be occupied by December 1, 2023 as part of the eligibility criteria.

Delivery of homes began the week of October 30th. Four duplexes have been delivered as of this week and are in various stages of completion:

- 1 – 2a and 2b Sugarbush, 2 bedroom
- 2 - 54 and 56 Woodland, 3 bedroom
- 3 - 60 and 62 Walkhouse, 2 bedroom
- 4 – 24a and 24b Sulphur, 2 bedroom

The last three duplexes are slated for delivery every week up until mid December.

- Both heat and hydro are in the process of being installed. It’s anticipated homes could be ready for occupation as early as mid December. Work is underway to identify who will be eligible for the first homes ready and to contact the member. It is essential that as we develop the housing agreements we have a firm date that will be ready for occupation. While Hydro One has been working to ensure we have electricity hook ups, the requirement to install poles in some locations may delay some of the move-ins. The Infrastructure team and Water Treatment Plant teams have been instrumental in ensuring water hook-ups are in place
- There have been concerns noted from members about anticipated dates for move-ins. The Tenant Liaison will be coordinating with the Housing and Infrastructure Manager - Technical and Administrative and the member to set a reasonable move in date recognizing some members may have to give notice to other landlords

Recording Secretary:	Mandy Anis/Lilli Doughty	Date Approved	2023-12-12
2023-11-28 APPROVED C&C MINUTES		Motion of Approval	2023-12-12-02

d.) Financial Management Update

MOTION: 2023-11-28-08	
That Chief and Council support the application under the P & ID program in the amount of \$100,000. to accomplish the review and revision of the Financial Management Systems of Serpent River First Nation	
Moved by	John (Jack) Trudeau
Seconded by	Shirley McLeod
CARRIED	By Consensus
<ul style="list-style-type: none"> - It is critical to the financial viability of Serpent River First Nation to have a financial management budget review and implementation to support the efficiencies and effectiveness of all financial processes for Serpent River First Nation 	

e.) Human Resources Department Update

i) Designated Holidays

MOTION: 2023-11-28-09	
That Chief and Council accept the Designated Holidays Policy as outlined in the Briefing Note	
Moved by	John (Jack) Trudeau
Seconded by	Steve Meawasige
CARRIED	By Consensus

f.) Holiday Dinner Member Support

MOTION: 2023-11-28-10	
That Chief and Council approve a \$100. gift card per household for those members living on Serpent River First Nation as of December 1, 2023	
Moved by	
Seconded by	
CARRIED	By Consensus
<ul style="list-style-type: none"> - Traditionally Serpent River First Nation has provided some level of support to families for their holiday dinner celebration. In 2022 a gift card per family of \$100 for those living on the First Nation was provided to each family which was funded from deferred revenue from the Food Bank that had accumulated from past years - There have been growing requests for those members also residing off the First Nation for support for various needs and many members would like to move home but due to the housing shortage are unable to do so. Unfortunately we are unable to confirm the number of households of members not living on the First Nation but we do know there are approximately 1,200 members living in other areas 	
CONSIDERATIONS:	

Recording Secretary:	Mandy Anis/Lilli Doughty	Date Approved	2023-12-12
2023-11-28 APPROVED C&C MINUTES		Motion of Approval	2023-12-12-02

1. Cost implications.
2. Increasing needs for emergency support through Community Advancement Fund.
3. We are unable to determine the number of households not living on SRFN.
4. Recommendation a policy be developed that is supported by Chief and Council addressing this moving forward for future years.

OPTIONS:

1. Approve a \$100. gift card per household on the First Nation through the Community Advancement Fund. There are approximately 176 households on the First Nation. \$17,600

12. Community Questions and Answers:

- Community Members were wondering how they could access approved minutes, and were directed to the Member's Portal
- Community Members suggesting to hire a person/3rd Party for website/communications needs
- Community Members were asking when the 2021/22 audit will be finalized, BDO will announce a date soon

13. Next Meeting Dates

a) C&C Duly Convened Meeting December 12, 2023

14.) Adjournment

MOTION: 2023-11-28-11	
That Chief and Council adjourn the Chief and Council Meeting of November 28, 2023, at 7:46 p.m.	
Moved by	Shirley McLeod
Seconded by	
CARRIED	By Consensus

Recording Secretary:	Mandy Anis/Lilli Doughty	Date Approved	2023-12-12
2023-11-28 APPROVED C&C MINUTES		Motion of Approval	2023-12-12-02