

SERPENT RIVER FIRST NATION

195 Village Road
Cutler ON, P0P 1B0



Telephone: (705) 844-2418
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SRFN Chief and Council Meeting
Tuesday March 12, 2024
Approved Minutes

Chair: Wilma-Lee Johnston

Council: Kerri Commanda (Zoom), Michelle Owl, John (Jack) Trudeau, Steve Meawasige

Regrets: Shirley McLeod

Director of Operations (IDOO): Tracey Seabrook

Staff: Jeff Moulton, Director of HR; Madelaine O'Neill, POLEA

Community members in person: 0

Attendees via Zoom: 13

Recording Secretary: Madelaine O'Neill, POLEA

1) Call to Order/Opening Prayer/Remarks:

- | |
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| - The duly convened Chief and Council meeting was called to order at 6:02pm |
| - Opening prayer by Councillor Trudeau |
| - Chief reminded community members of the upcoming Toronto RHT Engagement Session on Thursday March, 14, 2024 |

2) Adoption of Agenda

MOTION: 2024-03-12-01

That Chief and Council adopt the Agenda for the Chief and Council Meeting of Tuesday, March 12 2024, as amended.

Moved by	Steve Meawasige
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Seconded by	Michelle Owl
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CARRIED	By Consensus
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| - Add item s) Growcer Hydroponic and Food Sovereignty Project Review and BCR |
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3) Declaration of Conflict of Interest:

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| - None declared at this time |
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4) Community Presentations

- | |
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| - None at this time |
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5) **Approval of Previous Minutes**

a) February 27, 2024

MOTION: 2024-03-12-02	
That Chief and Council approve the Council Meeting Minutes of Tuesday February 27, 2024 as amended	
Moved by	Michelle Owl
Seconded by	Steve Meawasige
CARRIED	By Consensus
- Correction on item g) "GP" replaced with "LP"	

6) **Business Arising from Minutes**

- None at this time

7) **Reports**

a) Chief's Report

- None at this time

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

- None at this time

9) **Business Arising from Minutes & Reports**

- None at this time

10) **Standing Items**

- None at this time

11) **New Business**

a.) **Time and Remuneration (Human Resources) - Draft Policy**

MOTION: 2024-03-12-03	
That Chief and Council accept the Time and Remuneration – Draft Policy as presented	
Moved by	Steve Meawasige
Seconded by	John (Jack) Trudeau
CARRIED	By Consensus
- Chief and Council accept the draft Time and Remuneration Policy as presented	
- Chief and Council addressed any questions about the draft policy at this time	

b.) **Educational Leave (Human Resources) – Draft Policy**

MOTION: 2024-03-12-04	
That Chief and Council accept the Educational Leave – Draft Policy as presented	
Moved by	John (Jack) Trudeau
Seconded by	Kerri Commanda

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CARRIED	By Consensus
<ul style="list-style-type: none"> - Chief and Council accept the draft Educational Leave Policy as presented - Chief and Council addressed any questions about the draft policy at this time 	

c.) Bereavement Leave (Human Resources) – Draft Policy

MOTION: 2024-03-12-05	
That Chief and Council accept the Bereavement Leave – Draft Policy as presented	
Moved by	Steve Meawasige
Seconded by	Michelle Owl
CARRIED	By Consensus
<ul style="list-style-type: none"> - Chief and Council accept the draft Bereavement Policy as presented - Chief and Council addressed any questions about the draft policy at this time 	

d.) Inclement Weather (Human Resources) – Draft Policy

MOTION: 2024-03-12-06	
That Chief and Council accept the Inclement Weather – Draft Policy as presented	
Moved by	John (Jack) Trudeau
Seconded by	Kerri Commanda
CARRIED	By Consensus
<ul style="list-style-type: none"> - Chief and Council accept the draft Inclement Weather Policy as presented - Chief and Council addressed any questions about the draft policy at this time 	

e.) CMHC Loan Renewal Briefing Note and Amending Agreement

MOTION: 2024-03-12-07	
That Chief and Council support and approve the CMHC Loan Renewal Account #16-134-967-004.	
Moved by	Michelle Owl
Seconded by	John (Jack) T
CARRIED	By Consensus
<ul style="list-style-type: none"> - Loan Renewal for CMHC Account #16-134-967-004 expired on July 1, 2023. The current term of the loan with Canada Mortgage and Housing Corporation expired on July 1, 2023 as set out in the Direct Lending Program. - The loan renewal consists of the following: Loan Renewal CMHC Account #16-134-967-004 Property: Residences located at 10 Gaaming Road, 21 & 24 Rio Subdivision West, 177, 181, 196 Woodland Drive Loan Balance: \$145,502.12 remains outstanding on the CMHC account - The loan shall continue to be in full force and effect, except as expressly amended by the Loan Renewal. For greater certainty, terms not defined herein shall have the meaning set out in the Loan. - The term of the Loan is extended for 55 months and shall mature on February 1, 2028 (the “Extended Term Maturity Date) 	

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- Provided this loan is not in default and further provided that the Borrower(s) have maintained a satisfactory payment record, CMHC may automatically renew the Loan where, in CMHC's sole discretion, CMHC elects to provide a renewal. In such case, your Loan will automatically be renewed into a 6 month fixed rate, (following which it may be converted at CMHC's sole discretion, into a longer fixed term not to exceed the maturity date of the loan or 5 years, whichever comes earlier).
The loan renewal shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

f.) Serpent River First Nation Limited Partnership Board Member Changes – Angela Trudeau

MOTION: 2024-03-12-08	
That Chief and Council accept Angela Trudeau's resignation from Serpent River First Nation Limited Partnership Board of Directors and thank her for her volunteer contribution and commitment to Serpent River First Nation	
Moved by	Kerri Commanda
Seconded by	Steve Meawasige
CARRIED	By Consensus
<ul style="list-style-type: none"> - Angela Trudeau, the current Secretary/Treasurer of the Serpent River First Nation Limited Partnership, resigned from her position on the Board on February 26, 2024 - The Limited Partnership Board currently has three of its five Director positions filled and can meet quorum - The Limited Partnership By-laws require that Chief and Council (the Shareholders) be informed of Board member resignations so that Chief and Council can accept the resignation on behalf of the corporation 	

g.) Serpent River First Nation Limited Partnership Board Member Changes – Allan Moffat

MOTION: 2024-03-12-09	
That Chief and Council accept Allan Moffat's resignation from Serpent River First Nation Limited Partnership Board of Directors and thank him for his volunteer contribution and commitment to Serpent River First Nation. Therefore it be further resolved, that Chief and Council accept the Limited Partnership Board of Directors' recommendation to appoint Jean Brosseau to the Serpent River First Nation Limited Partnership	
Moved by	John (Jack) Trudeau
Seconded by	Kerri Commanda
CARRIED	By Consensus
<ul style="list-style-type: none"> - Allan Moffat, the current President of the Serpent River First Nation Limited Partnership, resigned from his position on the Board on February 22, 2024 - The Limited Partnership Board currently has three of its five Director positions filled and can meet quorum - The Limited Partnership By-laws require that Chief and Council (the Shareholders) be informed of Board member resignations so that Chief and Council can accept the resignation on behalf of the corporation - The Limited Partnership Board of Directors may also make recommendations for new Board members for Chief and Council consideration and approval - The Board would like to propose Jean Brosseau for a Director position with the Serpent River First Nation Limited Partnership Board of Directors 	

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h.) Urban Housing Proposal Project

MOTION: 2024-03-12-10	
That Chief and Council acknowledges and authorizes the administration to pursue this off-reserve Urban Housing Development opportunity within the City of Sault Ste. Marie, ON that will be owned by Serpent River First Nation.	
Moved by	Steve Meawasige
Seconded by	John (Jack) Trudeau
CARRIED	By Consensus
<ul style="list-style-type: none"> - Serpent River First Nation Chief and Council recognize the importance of developing residential housing off-reserve in urban centers where members reside and attend post-secondary school like Sault Ste. Marie, ON - Serpent River First Nation Chief and Council have the opportunity to acquire a shovel ready project of approx. 12 acres with 151 housing units that would be constructed by 1890713 Ontario Inc. (RSG General Contracting) - Serpent River First Nation Chief and Council authorizes advancing up to \$5,000,000 in a phased funding approach as a loan for residential housing development located in the east end of Sault Ste. Marie, ON - Serpent River First Nation Chief and Council authorize the administration to develop a conditional purchase and sale agreement in collaboration with 1890713 Ontario Inc., pursue the required funding (ie. CMHC, ISC, etc.) to allow for the conditions to be met within the conditional offer which would see the advancement of the full project estimated at \$57.5 Million 	

i.) Bank of Montreal - Appointment of Primary Account Holder & Signing Authority – Susan Slomke

MOTION: 2024-03-12-11	
That Chief and Council approve Susan Slomke to be designated as a Principal Account Holder and be authorized for signing authority for the Bank of Montreal accounts for Serpent River First Nation	
Moved by	Steve Meawasige
Seconded by	Michelle Owl
CARRIED	By Consensus
<ul style="list-style-type: none"> - Susan Slomke has been hired as the new Director of Finance - A band council resolution is required to appoint her as a Principal Account Holder and to have signing authority as per the Serpent River First Nation Finance policies 	

j.) Scotiabank – Appointment of Primary Account Holder & Signing Authority – Susan Slomke

MOTION: 2024-03-12-12	
That Chief and Council approve Susan Slomke to be designated as a Principal Account Holder and be authorized for signing authority for the Scotiabank accounts for Serpent River First Nation	
Moved by	John (Jack) Trudeau
Seconded by	Kerri Commanda
CARRIED	By Consensus
<ul style="list-style-type: none"> - Susan Slomke has been hired as the new Director of Finance - A band council resolution is required to appoint her as a Principal Account Holder and to have signing authority as per the Serpent River First Nation Finance policies 	

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k.) Hydro One Brushing Contract

- The Electrical lines throughout Serpent River First Nation (SRFN) require regular maintenance to clear vegetation. This is achieved through the Hydro One Transmission Vegetation Maintenance Program
- To minimize vegetation caused outages and to reduce potential safety hazards to the public, Hydro One Forestry Services must control vegetation in the proximity of community transmission lines
- Hydro One has given Serpent River First Nation a contract to do minor brush clearing beneath the community Hydro Lines. SRFN can either complete this work or contract it out to a company/individual that meets requirements. Before SRFN can proceed with contracting or clearing the brush, Hydro One must come in and perform the “hazardous” work. This includes clearing the lines of any debris, overhanging branches, or any trees that may potentially pose risk. Currently, this brush work is nearing 7 years overdue
- Hydro One has arranged to be in the community to perform this work beginning March 11, 2024. It will approximately take 2-3 weeks.
- Hydro One MUST complete the hazardous work before the brush clearing can begin

l.) Appointment of Corporate Trust Officer

MOTION: 2024-03-12-13

That Chief and Council appoint TD as their Corporate Trust and through the trust development process the services of the corporate trustee be reviewed at the 3-year mark to ensure they are meeting or exceeding expectations and the needs of the community

Moved by	Steve Meawasige
Seconded by	John (Jack) Trudeau
CARRIED	By Consensus

- A corporate trust officer is required for the Robinson Huron Treaty Trust
- As a result of the impending Robinson Huron Treaty Settlement and the development of the Serpent River First Nation Trust, the Chief and Council recognized the need to select a Corporate trustee through a competitive RFP process
- In October 2023, a Request for Proposal (RFP) was presented to a number of professional corporate trustee corporations to determine their interest in serving in the corporate trustee role. The RFP made clear that the company selected would be required to help with both the development process as well as carrying out the role of corporate trustee once the trust is settled
- Serpent River First Nation received seven responses with each providing packages on their unique approach, management style and proposed deliverables. The proposals were considered against the scoring criteria that was outlined in the RFP and Chief and Council determined on January 13th, at a council retreat, the proponents were narrowed to four (4) contenders in which they would proceed to the next stage and be asked to the interview phase
- Subsequently on February 6th and 7th, 2024 a series of interviews were conducted with all of the short-listed candidates. Evaluation of both the interview and submission was based on the RFP defined criteria. Following the interviews, the three institutions TD, BMO and FNB emerged as the top contenders for consideration. These 3 institutions and their representatives demonstrated the necessary skills, resources and ability to communicate and relate to the membership of Serpent River First Nation
- As a result of their close performance and scoring, the next phase involved reaching out the references that were provided for further insight
- Each proponent was considered from a pro and con perspective, recognizing that they should all be able to provide basic services, but their ability to relate, communicate and presence in the community would be

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important. As a result, TD’s proposal stood out for its competitive pricing which was \$102,500 annual for \$250,000,000 in Trust, strong communication strategies, and the extensive experience of Rachel, a trustee with over 15 years of specialized expertise in indigenous trusteeship

- Discussion on this appointment continued to recognize that the agreement with the Corporate Trustee would include provisions for termination of the arrangement with a 60-day written notice at any junction. This is not a permanent engagement and if the corporate trustee does not live up to the expectations of the trustees or the chief and council, their services could be reviewed and terminated
- Serpent River First Nation must appoint a corporate trustee for the Robinson Huron Treaty Trust
- A request for Proposal process commenced followed by an interview process
- Consensus was achieved by the selection committee

m.) Revenue (Finance) – Draft Policy

MOTION: 2024-03-12-14	
That Chief and Council accept the Revenue – Draft Policy as presented	
Moved by	John (Jack) Trudeau
Seconded by	Kerri Commanda
CARRIED	By Consensus
<ul style="list-style-type: none"> - Chief and Council accept the draft Revenue policy as presented - Chief and Council addressed any questions about the draft policy at this time 	

n.) Payroll (Finance) Draft Policy

MOTION: 2024-03-12-15	
That Chief and Council accept the Payroll – Draft Policy as presented	
Moved by	Michelle Owl
Seconded by	Steve Meawasige
CARRIED	By Consensus
<ul style="list-style-type: none"> - Chief and Council accept the draft Payroll policy as presented - Chief and Council addressed any questions about the draft policy at this time 	

o.) Budget and Planning (Finance) – Draft Policy

MOTION: 2024-03-12-16	
That Chief and Council accept the Budget and Planning – Draft Policy as presented	
Moved by	John (Jack) Trudeau
Seconded by	Kerri Commanda
CARRIED	By Consensus
<ul style="list-style-type: none"> - Chief and Council accept the draft Revenue policy as presented - Chief and Council addressed any questions about the draft policy at this time 	

p.) Credit Card Use (Finance) Policy

MOTION: 2024-03-12-17	
That Chief and Council accept the Revenue – Draft Policy as presented	

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Moved by	John (Jack) Trudeau
Seconded by	Steve Meawasige
CARRIED	By Consensus
<ul style="list-style-type: none"> - Chief and Council accept the draft Revenue policy as presented - Chief and Council addressed any questions about the draft policy at this time 	

q.) No Trespass Order By-Law (Draft) – Review & Discussion

- Chief and Council reviewed the draft No Trespass Order By-Law as presented and addressed any questions
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r.) Nogdawindamin – Temporary Office Space

MOTION: 2024-03-12-18	
That Chief and Council approve the approach as presented by the Director of Operations and will work collaboratively with Nogdawindamin staff to prepare the site for temporary office space	
Moved by	John (Jack) Trudeau
Seconded by	Steve Meawasige
CARRIED	By Consensus
<ul style="list-style-type: none"> - Nogawindamin has approached Serpent River First Nation for temporary office space for staff - The locations selected as potential sites are not currently useable by Serpent River First Nation in the current state - Nogdawindamin will prepare the site for future use by Serpent River First Nation for residential use 	

s.) Growcer Hydroponic and Food Sovereignty Project

MOTION: 2024-03-12-19	
That Chief and Council will pursue hydroponic and food sovereignty equipment and related services from The Growcer Inc. as outlined in the project budget	
Moved by	Michelle Owl
Seconded by	Kerri Commanda
CARRIED	By Consensus
<ul style="list-style-type: none"> - Serpent River First Nation Chief and Council have been elected by the members of the First Nation and are empowered by the people to act on their behalf to promote the health and welfare of all residents of the community - The Serpent River First Nation Band Administration and the Chief and Council wish to contract The Growcer Inc. and its affiliates to pursue the development and establishment of a year-round hydroponic and food sovereignty project on behalf of the First Nation - Serpent River First Nation Chief and Council authorizes The Growcer Inc. and its affiliates (hereinafter “Growcer”) to commence with the necessary consultation and advisory services required for development and establishment of a year-round hydroponic and food sovereignty equipment and related services from the Growcer Inc. as outlined in the project budget 	

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- Serpent River First Nation Chief and Council direct band council staff to proceed with supporting and implementing the hydroponic and food sovereignty project as required together with Growcer, including Kerri Commanda

12. Next Meeting Dates

- The next Chief and Council meeting will take place on Tuesday, March 26, 2024 at 6pm

13. Adjournment

MOTION: 2024-03-12-20	
That Chief and Council adjourn the Chief and Council Meeting of Tuesday, March 12, 2024 at 8:53p.m	
Moved by	Steve Meawasige
Seconded by	
CARRIED	By Consensus

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