

**EYYOU MARINE REGION PLANNING COMMISSION
MINUTES OF A MEETING
Held in Waskaganish, Quebec
on November 11 – 13, 2014**

PRESENT: Chantal Tetreault
 Alan Penn
 Lorne McNeice

ABSENT: David Alagalak

Being duly appointed members of the Eeyou Marine Region Planning Commission (the "Planning Commission").

This was a joint meeting with the Eeyou Marine Region Impact Review Board (the "Impact Review Board").

Also in attendance were Isaac Masty, (Nominated Chairperson, Impact Review Board), Brian Craik, (Vice-Chairperson, Impact Review Board), Brendan O'Donnell, (Member, Impact Review Board), Lucassie Arragutainaq, (Member, Impact Review Board), Audrey Lapenna, (Regional Planner), and Marina Kataquapit (GCCEI).

I. AGENDA

1. Agenda adopted, agreed by all.

II. MINUTES

2. The minutes of the meeting of the Planning Commission held on July 3-4, 2014 were deferred as there was limited time.

III. WELCOME

3. Deputy Chief A. Thomas Hester welcomed the Planning Commission to Waskaganish First Nation. He gave a brief history on the community and culture of the Cree Nation.

IV. OPERATIONAL UPDATES

4. Regional Planner briefed the members on the Planning Commission operations and tasks since the last meeting. She focused on the operations and worked on the work plan and budget of the Planning Commission.

5. There was discussion on the tele-conference honoraria in regards to the audit reports. Half day rate was issued via the Cree Nation Government to the members that participated.
6. The Planning Commission have received manual and printer cheques. The Regional Planner will have to find proper safe storage.
7. Honoraria for the Chairperson will be issued via cheque for the period from April to September 2014.
8. Honoraria will also be paid by cheque for this meeting to the members and Chairperson.
9. Signatories of bank account at First Nations Bank of Canada - The Planning Commission discussed adding of all members present at this meeting and Audrey Lapenna, Regional Planner to be signatories. All the paperwork will be completed and sent to First Nations Bank of Canada.

On a motion duly made by Lorne McNeice and seconded by Chantal Tetreault, the Planning Commission adopted **Resolution PC2014-12** Approving the members present and Audrey Lapenna to be signatories to the Planning Commission bank account. Approved by all.

10. There was discussion on authorizing Audrey Lapenna, Regional Planner to make expenditures and payments up to \$5000.00 including taxes.

On a motion duly made by Lorne McNeice and seconded by Chantal Tetreault, the Planning Commission adopted **Resolution PC2014-13** authorizing Audrey Lapenna, Regional Planner to make expenditures and payments up to \$5000.00 including taxes until the Planning Commission makes changes. Approved by all.

11. Credit cards – deferred
12. Ceridian – pension plan and RRSPs - deferred
13. Accountant/Bookkeeper - There was discussion on the bookkeeping and the contract of Amber Taudien, Bookkeeper. She would assist the Regional Planner in the bookkeeping of the Planning Commission. There is no requirement for professional accounting designation. The contract was sent to legal counsel for review. The bookkeeping would be assigned to the Administrative Assistant.
14. Office Space rental – The Regional Planner requested for an office space quote in Kemptville. The quote was for \$600.00 per month. She has received an invoice from Tony Lapenna in amount of \$3000.00 for five months office rent including utilities, telephone/fax and internet.

On a motion duly made by Lorne McNeice and seconded by Alan Penn, the Planning Commission adopted **Resolution PC2014-14** Approving the invoice for payment from Tony Lapenna for office rent in the amount of \$3000.00 for 5 months and 5 days (prorated). This will be paid by the Impact Review Board and the Planning Commission agreed to reimburse 50% to the Impact Review Board for their portion. The Regional Planner will issue payment. Approved by all.

15. Health insurance – deferred

16. There was discussion on the re-appointments for Alan Penn, Vice Chairperson and Lorne McNeice, Member.

V. WORKPLAN

17. The Planning Commission and Regional Planner reviewed and made minor changes to the 2014-2015 work plan.

On a motion duly made by Alan Penn and seconded by Lorne McNeice, the Planning Commission adopted **Resolution PC2014-15** approving the 2014-2015 Work Plan with minor changes not affecting the substance thereof. Approved by all.

VI. BUDGET

18. Regional Planner and Don Axford reviewed with Planning Commission and made minor corrections to the 2014-2015 budget.

On a motion duly made by Lorne McNeice and seconded by Alan Penn, the Planning Commission adopted **Resolution PC2014-16** approving the 2014-2015 Budget with minor changes. Approved by all.

VII. CHAIRPERSON

19. Daisy House, the nominated Chairperson has unfortunately decided to resign from the Chairperson position.

20. There was discussion and recommendations on who the Planning Commission could approach.

21. A directive was given to the Regional Planner to provide a backgrounder on the Planning Commission and on the Chairperson duties so that the members can discuss with the nominees.

22. A biography of each nominee would be needed by December 13, 2014.

23. This will be discussed on the next Planning Commission tele-conference.

VIII. HR POLICY

24. There was a brief discussion on the HR Policy. This would need to be discussed more.

IX. GOVERNANCE POLICY

25. There was a brief discussion on the governance policy. This will have to be deferred and discussed at the next teleconference on December 15, 2014.

X. CREE NATION GOVERNMENT PRESENTATION ON OFFICE SPACE AND HOUSING

26. Martin Desgagne, Engineer, Capital Works and Services Department (CWSD), Cree Nation Government made a presentation on the future CNG office space and housing. He briefed the Impact Review Board on the CWSD. He recommended that it would be better to rent locally from the First Nation. Although the CNG can integrate the EMR Boards and Commission into the building. There was discussion on the affordability of the office space and housing with the CNG. This will have to be discussed further with the CNG.

Chairperson

Recording Secretary