

**Paqtnkek Mi'kmaw Nation  
Chief & Council Meeting  
April 14, 2015  
Paqtnkek Health Centre**

**Attendance**

Chief Prosper	
Darlene Prosper	Councillor
Robert Pictou	Councillor
Anne Marie Paul	Councillor
Kerry Prosper	Councillor

*Meeting convened at 10:20am. Chaired by Chief Prosper*

**Opening Prayer**

Opening prayer said by Chief Prosper.

**Opening Remarks**

Council welcomed all to the meeting. Tobacco Manager was invited to the meeting. The manager updated Council on the position of the part time clerk. The tobacco clerk is leaving her part time position. Although this leave is during the 6 month probationary period, Council approved Tobacco Manager to repost the position.

**Motion#1**

*To input a revision in the personnel policy as well as administrative procedures of Paqtnkek. To repost vacant positions after a specific time once the position has been filled.*

*Motioned by Councillor Robert Pictou*

*Seconded by Councillor Darlene Prosper*

*All in favor*

*4-0*

**Gaming and Gas Bar Update and Requests.**

Requesting that 3 workers at the Gaming be paid retro for the half hour that was put in for the morning shift. Going back from last fiscal year. Finance will look into from last fiscal year. *Council approved.*

Paid training for Own Source Revenue training. *Council approved.*

Requesting drinks being sold at the Gaming and Gas Bar be increased a \$0.25. *Council approved.*

Statutory Holidays Gas Bar and Gaming Centre will remain open and have part time / casual workers only paid regular hours and no full time workers work on Statutory Holidays. *Council approved.*

Security Staff to work morning shift during the weekends to assist with Gaming staff. *Council approved.*

Consultant will look into potential parking expansion at the Gaming Centre. Quotes will be needed from different companies.

**Community Member Request**

Council approved request to transfer home ownership.

**Conflict Management Skills for Women**

Council negotiated and approved a workshop for women staff. This workshop will be eligible for up to 30 female participants.

Council is requesting to have the office smudged before the start of the day. Council member will look into having a smudge bowl available for employees or whoever wants to smudge at the start of their day.

Chief Prosper updated Council on his Conference to Scotland in May. Council members will decide on which members will attend meetings during his absence. Proxy letter will be issued before Chief Prosper leaves.

**Lunch Break**

Reconvened at 1pm

1pm

Donald Hanson presentation

**BAMS – Band Administration Management System w/Council and Directors**

Donald Hanson former employee of AANDC, FSO for Paqtnkek in 2008 presented to Council and Directors about a software he developed for governance in First Nations Communities. This software will allow communities to be consistent with uploading policies, documents in governance, reports, financial statements, minutes, etc.

**CMM General Assembly**

A Date has been set for June 5, 2015 at 9:30am. Location and speaker TBA

**Spec claims – McChesney**

3 year anniversary will be up in October 2015. After that date it will go to the federal tribunal or court. Paqtnkek needs studies to be done to get a price in how much the land will be. Get a negotiator on our behalf.

Legal background and experience in spec claims.

Negotiator and lawyer to provide independent legal advice

**Motion # 1**

*To hire James Michael as a negotiator on behalf of Paqtnkek Mi'kmaw Nation regarding the Spec Claims.*

*Motioned by Councillor Robert Pictou*

*Seconded by Councillor Kerry Prosper*

*All in favor 4-0*

**Motion #2**

*To have Lawyer Doug Brown to be Paqtnkek's independent legal counsel on behalf of Paqtnkek Mi'kmaw Nation regarding the Spec Claims*

*Motioned by Councillor Kerry Prosper*

*Seconded by Councillor Robert Pictou*

*All in favor 4-0*

**Purchase Order Policy**

Draft a template purchase order form  
Provide vendors with a form (triplicate)

**HST**

Finance Department looked into the HST remittances regarding the Gas Bar. It was assumed that Paqtnkek had a HST number. It was determined that we don't have a HST number. Finance will work with Mark Singer from Grant Thornton to set up a HST number. There are options that can be worked out as a payment plan.

From this day forward we remit every month  
Voluntary disclosure, maybe able to have interest free payment plan.

**Update Finance Meeting**

Recently discovered in the finance department that Medical deductions haven't been deducted from an employee.

**Fishery**

Fishery Meeting Friday at 1pm  
Request to have the Head Gasket on the Sherran Ann repaired. It broke down due to poor maintenance.

*Motion #3*

*Approval to repair Sherran Ann in the amount of \$15,000.*

*Motioned by Councillor Kerry Prosper*

*Seconded by Chief Prosper*

*All in favor*

*4-0*

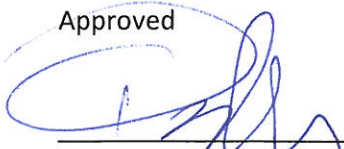
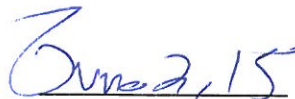
***Meeting closed at 4:33pm***

**Closing Prayer**

Closing Prayer said by Councillor Kerry Prosper

Minutes recorded by Josephine Poulette, Executive Assistant

Approved

  
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Chief Prosper  
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Date