

# ANNUAL GENERAL ASSEMBLY

**MONDAY, DECEMBER 7, 2020  
3:00 PM VIA ZOOM**

**MEETING ID: 846 8276 4234  
PASSCODE: 502620  
DIAL IN: 1 (778) 907 2071**

Post **Video** upload available at [ufn.ca](http://ufn.ca)



**Yuutu?it?ath**

Pre-question submission to [communications@ufn.ca](mailto:communications@ufn.ca)  
by **Wednesday, December 2**

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### VIA WEB/COMPUTER

1. Go to [www.zoom.us](http://www.zoom.us)
2. Select '**Join A Meeting**', top right hand tab
3. Enter Meeting ID: **846 8276 4234**
4. Click **Open Zoom Meetings** on dialogue box
5. Enter Passcode: **502620**
6. Choose your audio connection; phone, computer, with or without video. *Your computer will notify you if you have no audio connection and force a call in.*
7. You are connected!

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1. Call in to the 10 digit number: **1(778) 907-2071**
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*Your audio will automatically be muted. To un-mute on your phone select \*6. If asked to un-mute on your phone, select \*6.*

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## ZOOM ETIQUETTE

- Follow the attached instructions to sign into the meeting via web/computer or by phone.
- Your microphone will be muted upon meeting entry.
- You can un-mute the audio on the lower left hand of the Zoom screen or by \*6 on your telephone.
- Please stay muted unless called on or at the request to ask a question.
- Make sure you mute your microphone when you are not speaking.
- When your microphone is not muted, avoid activities that could create additional noise, such as shuffling papers.
- If joining via video, position your camera properly and limit surrounding distractions; TV or (non participating) guests.
- Prepare any materials of questions you have in advance.
- If attending via video, please raise your hand in request to speak. If via phone un-mute your audio to request to speak when the time is available and right.
- You will be muted for profanity or out of line communication.

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Any questions, comments, concerns, or feedback,  
email: **communications@ufn.ca**

# In accordance with Yuuʔuʔiʔaṭḥ Law

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Notice is hereby given that the Yuuʔuʔiʔaṭḥ Legislature has initiated a Hitacu Assembly in accordance with the Constitution and Government Act YFNS 2/2011.

**The Yuuʔuʔiʔaṭḥ Annual General Assembly for 2020 is scheduled as follows:**

**Date: Monday, December 7, 2020**

**Time: 3:00 p.m.**

**Location: Zoom Meeting**

**The agenda is in draft form until approved by the Citizens at the Yuuʔuʔiʔaṭḥ Annual General Assembly. (Additional items may be added at the time we adopt the agenda.)**

## **Agenda Items:**

1. Meeting called to order
  2. Opening Ceremonies/Welcoming remarks
  3. Motion and discussion to adopt the agenda
  4. Annual Yuuʔuʔiʔaṭḥ Financial Statements
  5. Executive Reports
  6. Administration Updates
  7. General Q&A
  8. Other
    - a. \_\_\_\_\_
    - b. \_\_\_\_\_
    - c. \_\_\_\_\_
  9. Adjournment
-



# Yuułu?it?ath

## 2019/2020 Annual Report

Yuułu?it?ath Government

## President's Report

Our new Legislature and Executive held a two-day orientation session in mid-July at the Black Rock Oceanfront Resort in Ucluelet, we laid out the basis of how a Treaty government works. Some of our new Legislative members who joined our government for the first time, were informed how a Treaty government works, explaining that governments can change things in our Nation, as do the provincial and federal governments, by legislation and acts. We had a number of openings for new staff to help lead us into the future, and we were committed to getting the right people in the right positions. It was our desire to have our staff contribute to the positive growth of our Nation, and demonstrate strong leadership as Department Heads, to our citizens. Our Legislature members took their positions, handling portfolios like Lands and Resources, Finance, Assets/Economic Development and Community Services, we also added a new portfolio, Culture & Heritage.

Maa-nulth nations, hosted by Toquaht Nation, participated in a Government to Government Forum with the BC Legislature on, November 12, 2019 in Ucluelet. Members of all attending delegations joined for a culture feast with our citizens, leadership and technical representatives from the provincial government and Maa-nulth Nations. Attendees came from: Kyuquot Checklesah - Frances Gillette, Ron Frank and Kevin Jules; Huu-ay-aht – Derek Peters; Toquaht Nation – Lisa Morgan, Angela Polifroni; Maa-nulth Treaty Society: Mark Stephens; and from the provincial government: Minister of Indigenous Relations and Reconciliation Scott Fraser, Minister of Transportation and Infrastructure Claire Trevena, Ministry of Environment and Climate Change Strategy George Heyman, and Minister of Finance Carole James.

I was in Ottawa February 10-12, 2020 for Land Claims Agreements Coalition meetings. A lot of Nations are focusing on re-vitalizing their languages, which is one of the most important things we can be doing today. Teaching our language to our children and watching them learn and speak it as they grow up one of the foundations in restoring culture. As we continue to see signs of progress with our children, the new developments in Social Services, and our Department heads come on board and begin to come together as a team, we can see our Executive's vision starting to come together.

I and Ucluelet RCMP Detachment Commander Steven Mancini, signed a Letter of Expectation between Yuuʔuʔiʔaṭṭ and the RCMP following approval by the Executive of the Legislature in January (2020) committing to improving the safety, security, health and wellbeing of the citizens of Yuuʔuʔiʔaṭṭ. Increased policing presence in Hitacu includes working with YG staff to set up and maintain an office in Hitacu. The First Nations Police (FNP) officer, per our Agreement, set out to meet with the Community Consultative Group at least every three months, or as required, to discuss the progress of community policing priorities and activities. They will also ensure receipt by the YG Executive of the monthly Aboriginal Community Policing Report to review while ensuring privacy rules are respected purpose of the training is to educate new officers regarding the beliefs, customs and ways of life practiced by the Yuuʔuʔiʔaṭṭ

Recap on 6 million for catch up funding for governance, infrastructure, and programs and services. In addition, the Federal Government announced in new budget, it is forgiving or reimbursing loans that were taken to negotiate treaties. Forgiven or reimbursed Yuuʔuʔiʔaṭṭ will received an additional 6 million over the next 5 years. The provincial government announced gaming revenue sharing, which nation will receive 10 million paid over the next 25 years or 400K per year. We also renegotiated our fiscal financing agreement. As one of the most underfunded treaties in Canada, we expect this matter to be redressed with significant increases to this annual funding which supports the costs of infrastructure, lands and fisheries management, programs and services, and language and culture and heritage. PST based upon an estimate of Yuuʔuʔiʔaṭṭ citizens residing on Treaty Settlement lands and the province as a whole. These agreements are in progress.

March 2020, we experienced our first Pandemic as a forward nation. Navigating the process and making sure our community is safe and healthy are top priority. We continue to follow and set mandates as required by the Province and the continuation of COVID-19. We are in this together.

## Director of Operations

This past year, I have been very busy interviewing people for various management positions within the Yuułuᑦᑭᑦᑭᑦᑭᑦ Government, and we made steady progress. Yuułuᑦᑭᑦᑭᑦᑭᑦ Government welcomed new staff in managerial and supporting roles, Culture and Heritage, Economic Development, Finance, Lands and Resources, and Social Services, including key staff such as new YG Receptionist Michelle Touchie and Communications Officer at the Urban Office, Cecilia Jensen. Spencer Touchie, who has been overseeing two departments over the summer of 2019: Assets, and Lands & Resources. He has been working extremely hard, and he had also been serving as the Economic Development Officer.

Years ago, elders were given \$1,000 when they reached the age of 65. The Executive decided to add another \$4,000 “top up”, so the gifts going forward are now \$5,000 to each elder when they turn 65. Chuck McCarthy and the Yuułuᑦᑭᑦᑭᑦᑭᑦ Government distributed gifts to Elders, in recognition of their contributions to the Nation at the 2019 Christmas Dinner Party in hitacu.

The CARE Network undertook an assessment of animal service needs and we connected with the administration of each community in the Clayoquot/Barkley Sound area to better understand the needs and gaps that, if filled, would make communities healthier and safer for all residents and visitors, whether they have two legs or four,” James Rodgers of the CARE Network stated. *“At that time that Yuułuᑦᑭᑦᑭᑦᑭᑦ administrators determined they wanted to establish a role to enforce the local animal care and control act and regulations. 2019 was all about getting an animal shelter established in the region, until now, the closest animal holding facility was the BC SPCA Animal Shelter in Port Alberni.*

We created a one-year Mission and Vision Statement and will be looking towards longer term strategy development and financial planning for the next five years. Our priorities for the 2020-21 year were established, with health, housing and education right at the top.

The Gap Funding our Nation received is vital to helping us in a number of ways and will only begin to address our immediate needs in housing, Post-Secondary Education/OST, and mental health and wellness. We aimed to develop an action plan for the 2018 Gaps Closing budget (i.e. the funding that we received as part of the \$189.2 million from the federal government). Regarding post-secondary education, we’ve learned over the years that our funding rates are very, very low, which makes it difficult for students who go away to study. They are given \$890 per month while they’re going to school. Unfortunately, due to the pandemic, many of our planning and activities were put on hold until we returned with our full team in June 2020.

The Jouta Performance Group continues to work with the Yuułuᑦᑭᑦᑭᑦᑭᑦ Government in a process called the Foundation Program. the goal of this process is to explore what is required of each team member in their individual role, their roles together as work groups/department teams and how teams support each other, and the Yuułuᑦᑭᑦᑭᑦᑭᑦ community. This program includes four phases.

- 1. Phase 1: Role Clarity**

Each team member will delve into clarifying their current job role

- 2. Phase 2: Team Strengths, Opportunities, Action**

- 3. Phase 3: Organization**

Work teams at the YG are interdependent. While each team carries out different functions to support the community, teams also have shared responsibilities. Phase 3 is an opportunity to reinforce and



streamline areas of common ground and ensure teams are supporting each other to accomplish their best work.

#### 4. Phase 4: Performance

Through phases 1-3, we will gain clarity on each role within the Yuuʔuʔiʔath Government and how the work performed in each role and each team forms the building blocks to achieving the goals of the Yuuʔuʔiʔath Government

## 2019 Elections

First, the YG would like to express our sincere condolences to the family and friends of late Joyce Patrick. The sudden loss of our elected leader and citizen of our nation came in May 2020, in the middle of the COVID-19 pandemic and our thoughts remain with the family and memories of time spent with Joyce at the Legislature level respectfully stand.

- 🌀 Four citizens put their names forward for President for the May 8, 2019 Yuuʔuʔiʔath First Nation Government election:
  - Les Doiron
  - Christina Klotz
  - Charles McCarthy
  - Gordon Albert Taylor
- 🌀 The following eight citizens have been nominated as candidates for the six Member of the Legislature positions:
  - Lawrence Baird
  - Alan Wayne McCarthy
  - Richard Gabriel Mundy
  - Violet Mundy
  - Joyce Caroline Patrick
  - Jeneva Alicia Touchie
  - Jenny Marie Touchie
  - Lorri Denise Touchie
- 🌀 Charles McCarthy elected to third term president
- 🌀 Legislature Members
  - Alan Wayne McCarthy
  - Richard Gabriel Mundy
  - Joyce Caroline Patrick (now Kimberly Touchie)
  - Jeneva Alicia Touchie
  - Jenny Marie Touchie
  - Lorri Denise Touchie
- 🌀 (April) Executive Portfolios At the first meeting of the Legislature, appointments to Executive portfolios and committees were made
  - President, Charles McCarthy
  - Lands and Resources, Alan McCarthy
  - Finance, Richard Mundy Jr.
  - Community Services (now Culture and Heritage), Jeneva Touchie
  - Assets, Jenny Touchie
  - Now Social Services, Lorri Touchie
- 🌀 Opening Ceremonies of the Inaugural Meeting of the Yuuʔuʔiʔath Legislature was held May 15 at Cixʷatin Centre in Hitacu. The day was intended to start off with a positive leap forward into the next four years for the new Legislature. Before the ceremony, preparation was taking place behind the scenes with the brushing of the gym, to bring positive energy into the ceremony, and



room setup with special seating for the President and Legislature, the Tyee Ha'wilt and his Speaker, and our Elder, Bob Mundy.

## Assets Management

- BC Transit open house held. The Alberni-Clayoquot Regional District set out to engage with citizens to support plans to implement transit service between Tofino and Ucluelet, and proposed a transit route connecting the two communities with several stops to key local and regional destinations including a potential limited service to hita'cu. An Open House was held in hita'cu in April 2019 and citizens were invited to join the engagement team to provide input on how a new transit system on the west coast could benefit them. The Alberni-Clayoquot Regional District (ACRD) has been exploring the potential for a transit service on the west coast with BC Transit and community stakeholders for several years. There would be allotted cost to the YG government per year in taxation. The Alternative Approval Process (AAP) is being utilized in regards to the transit option, as it enables local governments to gain consent of the electorate on a proposed bylaw intended to undertake long-term borrowing, a boundary. Information and forms for the West Coast Transit Service Alternative Approval Process are available at the Yuu'łı'ł'at' government office in Hitacu, and there are two open houses set for October 2019. One was at the Ucluelet Community Centre, and the other at the Tofino Council Chambers. At the time of this report, the West Coast Transit Implementation is currently projected for September 2022. COVID-19 has impacted all BC Transit activities and projects with the potential for further delays to the start of this project. However, there has been progress to-date including the approval of the BC Transit Service Plan for West Coast Transit which has outlined routes, infrastructure requirements and estimated costs. The next key step is to issue a Request for Expression of interest for Service Operators.

## Culture & Heritage

- The Yuu'łı'ł'at' Government partnered with Nuu-Chah-Nulth artist Hjalmer Wenstob to host a community carving project with hita'cu youth. The group finished a 9'x15' Welcome Sign, which is destined to be placed on the Pacific Rim Highway, acknowledging the Yuu'łı'ł'at' territory.
- Several citizens participated in the 2019 Canoe Journey that included a stop in hita'cu during the first weekend of July, 2019. Many thanks to Melody Charlie for her hard work in making generating so much interest this year, and acknowledge Chris Seitcher and Cynthia Fitton of the Spirit of the Canoe Society to help take care of our citizens for the duration of the trip for the second year in a row. Tyson Touchie Jr. was one of five members of Ucluelet First Nation who participated in this summer's First Nation Canoe Journey, and if he had to do it all over again, he definitely would. The five-day journey featured 20-person canoes traveling through Coast Salish territory from Nanoose Bay on the east coast of Vancouver Island to Lummi in Washington State. Cultural Day landed on August 1. Cultural Celebration included the unveiling of the Welcome Sign, Log Drum, and Canoe – projects created under the Department of Culture and Heritage.
- Language Nest and Silent Speakers luncheons was held August 2019 to continue the work on restoring our language to our people, reported Dr. Bernice Touchie.
- Yuu'łı'ł'at' welcomes Manager of Culture and Heritage, Carey Cunneyworth, Archaeologist.
- Graduates of the 2019 Yuu'łı'ł'at' "Silent Speaker" language reclamation program were treated to a private showing of Yuu'łı'ł'at' and Nuu-chah-nulth artifacts at the Museum of Anthropology at the University of British Columbia in Vancouver in January 2020. Organized by the Department of Culture & Heritage. The group consisted of 13 citizens.
- Samantha Touchie and Carey Cunneyworth made an important trip to Gatineau, Quebec in February 2020, and returned to hita'cu with some very good news about important cultural artifacts. Samantha and Carey, from the Yuu'łı'ł'at' Department of Culture & Heritage, travelled to the Canadian Museum of History in Gatineau to negotiate custodial arrangements for the return of Yuu'łı'ł'at'

artifacts back to hitaču as agreed upon in the treaty. Prior to the trip, however, it was identified that the Canadian Museum of History had an additional 27 Yuuṭuʔitʔatʔ artifacts than what was accounted for in the Treaty Agreement, for a total artifact count of 46. Samantha and Carey are happy to announce that they were successful with negotiations and that all of the artifacts will be making their way home to hitaču this year, where they will be kept on display for the community to view, making their way home after the summer. At the date of this report, 13 artifacts have found their way back to hitaču and the department is working on organizing the display room cases.

## Economic Development

- Yuuṭuʔitʔatʔ welcomed Economic Development Officer Corey Rich; “I’m not only here to work on some of the governments’ high-level economic development initiatives, but also I’m available as a resource for new entrepreneurs wanting to start a successful business,” he notes. “Whatever stage of business development someone is at, even if they are just wanting to discuss an idea they’ve been dreaming, of please come talk to me.”

## Finance

- The Yuuṭuʔitʔatʔ Government finalized negotiations for GST and PST revenue sharing agreement with the Provincial and Federal governments. At the nation level, we have received a number of inquiries on the May 1st Transaction Tax and how it is going to affect our citizens residing on and off Treaty Lands.
- The April announcement of just over \$20 million in new funding coming to Yuuṭuʔitʔatʔ from Ottawa and Victoria.
- Yuuṭuʔitʔatʔ Government received more good financing news in July 2019, as the federal and provincial governments signed a new Fiscal Finance Agreement (FFA) to increase funding to \$7.4 million from \$4 million over five years.
- YG received news on the possibility of treaty loan forgiveness from CIRNA-ISC Crown Indigenous Relations and Northern affairs CIRNAC indigenous services Canada ISC. At the time of this report, the treaty loans have been forgiven and the nation will receive reimbursement for monies paid prior to 2019.
- The Gap Funding agreed to under our Fiscal Financing Agreement with the federal government was released to the nation’s government following federal review of our Gap Closing Action Plan. This funding will help us address some of the high priorities that our Executive has identified for housing, post-secondary education, and mental health and wellness.
- April 16 – 18, 2019 saw Transaction Tax Information Sessions

## Lands and Resources

- Yuuṭuʔitʔatʔ welcomed new Manager of Fisheries and Wildlife, Jonquil Crosby, who is excited about the newly created position to take care of fish and habitat within Ucluelet First Nation lands.
- At the start of the 2020 year, Yuuṭuʔitʔatʔ welcomed Victoria Pollins (“Tori”) as the new Administrative Assistant in the Lands and Resources Department.
- Strong reminders in Bear activity and garbage. Garbage, can draw bears into a community. Bears can come in if they’re attracted by garbage that’s being left out, citizens need to keep their garbage locked down and commercial bins closed. Garbage acts as bait for bears. Bears sometimes display aggressive behavior to protect the resources they find. That’s not good for people or bears, when bears cause conflict in a community, a call goes out for Conservation Officers to come and trap them Wildlife sightings are placed on a constantly monitored WildSafe BC website to see which animals are where, and when.

- 🌀 **Herring Harvest:** Citizens are encouraged to maintain the Yuułuʔiłʔatḥ cultural and nutritional practice gathering herring spawn. Citizens require a harvesting license prior to harvesting. Applications can be found at [www.ufn.ca/forms/](http://www.ufn.ca/forms/) under **Forms > Lands & Resources > Resource Harvesting > YFN Form RH-1 to RH5**. Submit forms to the Lands and Resources Department, Fisheries and Wildlife Manager, Jonquil Crosby at [jonquil.crosby@ufn.ca](mailto:jonquil.crosby@ufn.ca).
- 🌀 Twenty-two land title transfers finalized in December 2019.

## Social Services

- 🌀 Yuułuʔiłʔatḥ welcomed Annika Benoit-Jansson, named summer 2019 practicum student with the Yuułuʔiłʔatḥ Government
- 🌀 Yuułuʔiłʔatḥ welcomed Jenna Miller as the new Youth Worker.
- 🌀 The Department of Social Services hosted a Walk Challenge to help support our citizens in their health and wellness journeys on June 21, 2019.
- 🌀 15 youth participated in carving activities through grant funded projects, a sign and a log drum.
- 🌀 Three residents, including one citizen, of hitaču worked on the Daycare project for Coast Mountain Construction, an award winning company based in Nanaimo. Jori Frank, George Tate and Stuart Campbell participated in the apprenticeship program run by Tla-oqui-aht First Nation.
- 🌀 Swimming, drumming, singing, tubing, surfing, basketball, learning the language and outdoor activities. is what participants in Ucluelet First Nations' 2019 Summer Youth Camp enjoyed.
- 🌀 Yuułuʔiłʔatḥ Government tasked summer Cims Worker Katie Burden with introducing a new 2019 summer program for children aged 6-9 years, in the main Cixwatin Centre gymnasium, and between 9-12 children participated in behavioral intervention to outdoor activity programs as well as culture and language and healthy eating programs.
- 🌀 Boogie board building, 9 Square, Kong Ball, kayaking, tubing and chapel. These are some of the activities that Ucluelet Youth experienced when they attended the Copper Island Camp July 22 – 25
- 🌀 Grade 6/7 Yuułuʔiłʔatḥ students from Ucluelet Elementary School traveled to the Bamfield Marine Sciences Centre (BMSC) where they enjoyed many labs, boat trips, and a bit of art. "This was a great opportunity for our students". Education Support Worker Adam Gleeson received a Youth and Education grant for \$5K from the Clayoquot Biosphere Trust, as well as a \$2K bursary awarded by the BMSC. The goal of the trip was "to develop UFN students science understandings through hands-on environmental science learning experiences, for students to see science/technology as a future education and/or career choice"
- 🌀 The new qʷayačiiḱʷiis Head Start Childcare Centre officially opened in November 2019, and the Official Grand Opening was held December 13.
- 🌀 Michelle Ralston was hired as the Childcare Manager of the qʷayačiiḱʷiis Head Start Childcare Centre
- 🌀 Yuułuʔiłʔatḥ welcomed Manager of Social Services Dr. Ghatak arrived in hitaču in early November 2019.
- 🌀 Domcor Health, Safety & Security Inc., in collaboration with the Yuułuʔiłʔatḥ government offered a Basic Security Enhanced Training Program in hitaču in February 2020.
- 🌀 First Coronavirus Pandemic Update was issued in March 2020 and the nation's government went into a State of Emergency on March 30, 2020.





Yuutu?it?ath

# Executive Report

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Prepared by: Lorri Touchie

Date: December 4, 2020

Executive Portfolio: Community Services Portfolio

## **PORTFOLIO HIGHLIGHTS**

- A. Healthcare Department Updates
- B. Community Services Department Updates
- C. Social Services Department Updates
- D. Education Department Updates

## **DETAILS**

### **A. Healthcare Updates:**

1. Nursing station development has been underway. We have prepared an estimated timeline for completion which is expected to come to complete by the third quarter of 2021. As of now, we have prepared ultrasound station in the nursing center. Additionally, we have also kept OTC medications for patients who might need the support. Apart of PPE surplus is also maintained in the building to accommodate the growing need for PPE. Additional changes would include presence of patient beds, examination room, traditional support areas and allied healthcare support within the community.
2. Based on the need of the patients within the community we have provided specialized patient support to our citizens, including but not limited to:
  - MHA support
  - Specialized and external nursing support
  - Psychiatric nursing support
  - Psychological support
  - Physiotherapist support – we are currently exploring this item
  - Specialized support for dementia patients
  - Specialized support for severe diabetes and cardiac patients

3. A new and innovative plan that would be included by the spring of 2021 is the Healthy Meal Diet Plan.
4. To accommodate the mental health support of UFN citizens, the SSD has decided to include services from West Coast Mental Health Services which is a part of VIHA. They will be providing COVID 19 safe in-person services one day of the week starting from the first week of December 2020.
5. Uustuukyuu traditional health program has been supported by UFN at this time and they are expected to initiate services with more traditional support in 2021.
6. UFN healthcare also has access to Powerchart, a program which is run by VIHA. The program provides read only precise updates to our community regarding COVID 19 cases and their impact on our citizens.
7. UFN is also in the process of organizing First Aid training with Canadian Red Cross. It had to be delayed due to the COVID 19 restrictions of the community and the province of BC.
8. UFN was supposed to be the host of the PCN (Primary Care Network) meeting of October 2021 but it was transformed into a virtual meeting due to safety concerns stemming from COVID 19 infections.
9. Due to growing concern surrounding COVID 19 cases, Flu shots were provided this year on a socially distanced one on one manner.
10. UFN has been in contact with various partners within Vancouver Island and BC to organize a kidney checkup and an optometry checkup in UFN.
11. UFN has been in touch with BC ambulance and Hemalco Air to set up an air evacuation system within UFN.
12. COVID 19 has been one of the most important aspects of 2020. UFN has been predominant in the protection of its citizens and making sure that they are provided for. The timeline of COVID 19 in UFN has been in the following manner
  - 03/2020: Phase I and State of Emergency initiated.
  - 06/2020: Phase II initiated
  - 08/2020: Phase III initiated
  - 11/2020: Phase II re-initiated
  - 11/2020: Phase I re-initiated

Please refer to UFN website for Phase I details and COVID 19 safety protocols.

To promote information about COVID 19 and testing UFN SSD has been in constant touch with the UFN communications department. We have updated all of this information on our website and social media to reach maximum citizens.

In case of a COVID 19 emergency a shutdown protocol has been activated and evacuation plans are in place to ensure minimum loss of time and exposure to others.

**B. Community Services Updates:**

1. Parenting classes have been set up for UFN citizens. These are online classes that will be started as a pilot program and then changes based on need. The deployment of the program was delayed due to COVID 19 and its consequences.
2. The Old Youth Centre, a building which was on TSL, was previously expertly checked and condemned, has been removed and disposed completely. Cleaning of the area is almost complete and we hope to have the designs of the new building in mid-January 2021.
3. An Emergency Operations Centre (EOC)/ team has been reinstated to counter seasonal and non-seasonal emergencies that are faced by the citizens of UFN.
4. An Emergency Response Protocol has been set up and activated to counter various unforeseen emergency scenarios. The EOC team has been provided with the document at hand which provides step by step guidelines and manuals for any emergency scenarios.
5. Parks Canada JG program has been extended providing weekend opportunities to our citizens to work. It has since been delayed due to COVID 19 and weather-related hardships.
6. A community wide internet project has been successfully undertaken by UFN. Several UFN buildings have related to Wi-Fi strictures to provide access to seamless internet connection. The execution of the internet has been delayed due to COVID 19. A final leg of deployment phase is being undertaken and UFN is expected to have community wide internet in the first quarter of 2021.
7. Additional in person training like SVOP and PAL training will be organized once the COVID 19 situation is relatively controlled.

**C. Social Services Department:**

1. A strict protocol has been maintained in the daycare to promote healthy living and ascertain that there are no COVID 19 cases.
2. VIHA inspection of the daycare has resulted in success. All the parameters were strictly evaluated, and the daycare is expected to maintain a superlative degree of service in the future.
3. UFN is in the process of creating a “Greenspace” in the community. As part of this initiative a greenhouse, shed and smoke area will be prepared to promote improved understanding of indigenous living and leadership.
4. To maintain a exceptional attachment to UFN culture and traditional knowledge, the daycare has commissioned murals and paintings to depict culturally appropriate designs to our young citizens.
5. UFN departments are working with FNESEC to promote better educational standards and improve already existing educational protocols.



#### **D. Education Department:**

1. UFN has expanded the homework classes to provide more support to the children of this community. As one might expect the classes are undertaken with strict COVID 19 safe protocols with limited number students in person. The classes have provided a proper schedule to children who have affected by the impacts of COVID 19.
2. Specific Occupational and Skills training have arranged for citizens of UFN, including but not limited to vocational and avocational training. Students are encouraged to use the finding to their advantage to undertake special financial training programs by CSI. A link has been added for further clarification. [https://www.csi.ca/student/en\\_ca/ce/online\\_mini\\_courses.xhtml](https://www.csi.ca/student/en_ca/ce/online_mini_courses.xhtml)
3. UFN is proud to announce the possible presence of driving training within the community.
4. UFN was a part of an education survey from ISC recently which has been instrumental in shaping the safety protocols in the schools on Vancouver Island.
5. Tablet distribution Phase I has been completed successfully. Phase II has been initiated and is expected to proceed to completion shortly.
6. YFN citizen has recently come on board to become part of the Warrior Program. He will be working with the youth and Dr, Ricardo Manmohan to provide more opportunities to our youth.

Respectfully yours,

Lorri Touchie

Executive Member



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# Legislature/Executive Report Form

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Prepared by: Jenny Touchie

Date: November 26, 2020

Executive Portfolio: Assets

## **PORTFOLIO HIGHLIGHTS**

- A. GAPS Action Plan
- B. Housing Working Group
- C. Economic Development
- D. Housing Stimulus Lobbying
- E. Miscellaneous Committees/Working Groups/Board of Directors/Meetings
- F. General Updates from Asset Department

## **DETAILS**

- A. TOPIC: GAPS Action Plan
  - Housing Inspections (YG Owned) – Identifying priority needs/repairs
  - Reviewing existing plan and finding ways to incorporate emerging needs on an ongoing basis
- B. TOPIC: Housing Working Group
  - Chair monthly meetings of the HWG
  - Placement of applicant to a vacant unit in Hitacu
  - HWG to provide strategic advice/recommendations to the Asset Manager (and the Executive) on housing needs and priorities to leverage new programs and funding streams (i.e. Gaps Action Plan, FFA Negotiations, SGIG Asset Stimulus, Housing Stimulus etc).
  - Identifying new development opportunities to increase housing stock in Hitacu
  - Discussion on how to address emergency shelter needs for vulnerable citizens
- C. TOPIC: Economic Development
  - Chair meetings of the ec dev committee
  - Reviewed first draft of the economic development plan

- Welcomed new member to the committee
- Work with the Ec Dev Officer on prioritizing economic opportunities
- EDC working to identify and capitalize on opportunities that provide future tax base on treaty settlement lands
- Working to separate YG from ec dev ventures through appropriate acts and regulations to protect YG assets

D. TOPIC: Housing Stimulus Lobbying

- Participated in first caucus of a new housing stimulus lobbying effort to stimulate the economy through housing spending on reserve (TSL) in communities by Canada.
- Second meeting anticipated soon

E. TOPIC: Miscellaneous working groups/committees/board of directors

- Sat in the September Maa-nulth Treaty Society meeting as alternate director
- Meeting with Finance Canada (second phase of TMX Economic Opportunities for Indigenous Governments)
- Attended the NTC AGM – Discussion was primarily around COVID and impacts to health & wellbeing

F. TOPIC: General Updates from the Asset Department

- Henry worked on prepping land for community greenspace
- Jordan worked on leveling and clearing ground in the cemetery
- There's a small playground added in lower Hitacu
- Asset team has the ability to salt roads within the community using a salt spreader
- Asset department has added capacity in a dump truck modification to one of the work trucks to help increase efficiency of solid waste removal
- Annual reporting for water quality to bring capacity up to a municipal/city level of reporting
- Asset team will be moving to 501 Hitacu (old health centre)

**UPCOMING ACTIVITIES:**

- Monthly Housing Working Group meeting – December
- Economic Development Committee meeting – December
- Regular and special meetings of the Executive
- Bi-weekly meetings with the Asset Manager and Economic Development Officer

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Signature, Executive Member



# Annual General Assembly Report

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Prepared by: Suzanne Williams  
Position: Director of Operations

Date: December 4, 2020

Dear Citizens,

The year has gone by rather quickly and it has been a long journey to get back on track, but I am pleased to share with our citizens that we are getting closer to having a full team of staff in our management and administrative positions. We have gone through many changes over the last year, but I feel that the changes that are underway are a positive move forward to creating new opportunities for the nation.

I acknowledge all of our staff for all the good work that they do. Everyone has a role in the organization and many have a keen interest in working together on joint projects. Every team unit has become very resourceful through collaboration and exchanging of ideas. From our management team members to our administrative and field technicians, the team has demonstrated that they all have some good things to contribute and every one of our staff has a unique background that offers creative thinking and planning, driving our nation forward with several key projects that directly benefit our home community and our citizens.

With our team nearly complete, we can look forward to a more organized and forward-planning government, thinking about longer-term priorities and strategies to build a stronger foundation that will support the continued growth of our nation.

Thank you to our team members of the Administration; Communications; Finance; Culture, Language and Heritage; Lands and Resources; Assets; and Health and Social Services for your dedication and commitment to the nation and thank you to our elected leaders for your continued support for our team. I look forward to the next year and all the good things to come.

Details of my report for the Annual General Assembly cover some updates from September 2020 and include staffing updates, where we are at (administratively) at this point in time during the COVID-19 pandemic, some updates on our Communications Department activities, and some upcoming activities that will lead us into 2021.

Stay safe, stay well and please remember to always be kind and respectful to one another.

## **DETAILS**

### **A. Staffing Updates**

- Welcome to new team members:
  - Ron George Jr., First Nation Monitor (Upscheek Tashii Trail Project)
  - John Rankin, Chief Financial Officer
  - Zolie Schafer, Director of Lands and Resources
  - Robert Andrew, Community Services Intern
  - Waylon McCarthy, Community Services Intern
  - Carrie George, Office Assistant
  - Jamii Walton, QHCC Custodian
  - Michelle Tom, Interim Administrative Assistant (Health and Social Services)
  - Michelle Touchie, Receptionist (Welcome back!)
  - Jill Hamilton, Law Clerk
- Upcoming:
  - Administrative Assistant – Health and Social Services (hitaču/Permanent, Full-time)
  - Communications Officer (Port Alberni/Permanent, Full-time)
  - Language and Culture Activity Facilitator (hitaču/Temporary, Part-time)

### **B. COVID-19 Pandemic**

- Emergency Operations Centre Team re-established
- Assessing current and future capacity needs
- Will be mapping out a training plan for EOC team members and re-assigning Roles and Responsibilities for the EOC
- Bi-weekly Regional COVID-19 Team Meetings (e.g. District of Ucluelet, District of Tofino. Toquaht Nation, Alberni-Clayoquot Regional District)

### **C. Communications**

- Manager of Communications and Public Relations working daily to update citizens on COVID and other internal/external matters
- New format for the Umacuk and the communications program and schedule has been redesigned (quarterly Umacuk, monthly newsletters, weekly eBlasts, posting on social media feeds (Facebook and Instagram), website improvements underway)

### **D. Other Administration**

- Internal organization to get committees back up and running
- Supporting the transition of land files to the new Director of Lands and Resources (e.g. Specific Claim Projects, Groundwater Negotiation Preparations,

## **UPCOMING ACTIVITIES:**

- Budgeting and Planning for 2021 – 2022

- Preparing for 2024 Taxation
- Participation in the Collaborative Fiscal Policy process and Alliance of BC Modern Treaty Nations projects



Yuutu?it?ath

# Administration Report

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Prepared by: John Rankin Date: December 3, 2020

Title: CFO (Chief Financial Officer) for December 7, 2020 AGA

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## **DEPARTMENT/PROGRAM HIGHLIGHTS**

- A. 2019/20 Audit
- B. Staff and Training
- C. Budget Process
- D. Moving Forward

## **DETAILS**

- A. 2019/20 Audits and other Reports
  - Information for Statements and/or reports were required for:
    - Consolidated Statements;
    - CMHC;
    - Gaming Funds;
    - Other specific funders.
  - UFN met the Executive's deadline, with appreciation due to:
    - UFN's Finance and Administration staff;
    - KPMG's audit staff; and management;
    - UFN's management and Leadership.

Without the cooperation between all at UFN and with KPMG, we would not have made the deadlines.

- 2019/20 Surplus;
  - A key reason for increase of the annual surplus from 2018/19's surplus of \$3,962,720 to \$8,265,424 was that the \$2,909,590 GAP funding was unspent;
  - In recognition of the importance of the GAP funding, the Executive, following a recognition by Management, passed a resolution for the GAP funding surplus to be internally restricted (see note 7 of the Audited Statements);



- This restriction will endure that the funds will be used for the intended and approved purposes, which includes housing, post-secondary education, trade skills and community services.

B. Staff and Training - Finance

- Finance recently engaged a part-time staff member to assist us, as well as to enable current staff to take regular and planned vacations;
- We are fortunate to have a dedicated team, who have been vital in ensuring a smooth transition for the CFO;
- A training program has been developed and is being implemented to ensure the staff have the required training to meet ongoing and future needs, with a current focus being the new accounting systems.

C. Budget Process

- Administration and Finance presented the 2021/22 budget process and timelines to the Executive on December 1, 2020.
- The timelines meet the required deadlines set by the applicable Act;
- A key feature of the process is that ensure the Nation's and Leadership mandates are the 'foundation' of the budget process, with sound financial management;
- The Executive approved the process and timelines.

D. Moving Forward

Going forward there are a number areas, in addition to budgets, training and audits which Finance is focusing on and has to focus on to ensure a sound financial operation, including:.

- Completion of transition to the Adagio and related systems, including the payroll system;
- Review and implementation of updated/revised:
  - Policies, procedures and processes;
  - Internal controls;
  - Budgets.
- Timely internal reporting to Leadership and Management;
- Working together as a team with respective departments and Leadership.

Appreciation to Citizens, Leadership, Management and staff for the opportunity,

*JR Rankin*

Ucluelet First Nation - CFO