

KLUANE FIRST NATION ELDERS COUNCIL MINUTES January 13, 2016

PRESENT: Keith Johnson (Elders Councillor), Pauly Wroot (Chair) Sylvia Ostashek (Recording Secretary), Shannon Gordon, Trudy MacLeod, Lena Johnson, Peter Johnson, Sandy Johnson, Kirk Johnson, Michael Johnson, Sharon Kabanak, Dorothy Johnson, Agnes Johnson, Kluane Martin, Gloria Johnson (by phone), Inez Larsen (by phone), Mary Easterson (by phone), Monique Martin (Policy Advisor)

Time	Agenda Item	Minutes	Action Item & Person Responsible
10:25	Call to Order		
	Welcome & Prayer	Keith Johnson	
	Adoption of Agenda & Additions	Motion to approve the agenda: Moved: Keith Johnson, Seconded: Kirk Johnson Passed by Consensus Additions to the Agenda: <ul style="list-style-type: none"> - Culture Programs – ideas for changing muskrat camp - Housing – how are workers kept track of in the housing department - By – Election - Land Selection Process 	
	Minutes of the December 2, 2015 meeting For adoption	Pauly read the minutes out with the following items being noted: <ul style="list-style-type: none"> - When an elder went to apply for her Public Utilities Grant they didn't have all the necessary paperwork and it was suggested staff provide an updated list of information required for the PUG applications when they need to be filled in for 2016-17 - It was noted while there was incorrect information on the history of KFN in the Nourishing our Future publication, the rest of the magazine was very well written and was noted any publications about KFN history should be brought to an elder committee for review for historical accuracy prior to being published. Sylvia advised she had not had a chance to meet and discuss the issues with this publication, but would prior to the next meeting. 	

		<ul style="list-style-type: none"> - Travel Policy, Honoraria Policy and Exit Interview Policy were written as given to the elders only for information, however Gloria had them as tabled for discussion at the January meeting in her notes. It was noted the Elders Honoraria would be increased for April 2016 when the new budget was approved. - It was suggested when inspections are completed on woodstove chimney's, water tanks, fire extinguishers, etc there should be a check sheet in each house that a Public Works employee could check off and date so the homeowner knows when the inspection was last done and Public Works has a second way of confirming inspections were completed - It was noted a lot of the concerns about Public Works should be brought directly to the department itself and not to an elders meeting - <p>Motion to approve the Minutes: Moved: Mary Easterson Seconded: Inez Larsen Passed by Consensus</p>	
	<p>New Staff Introductions</p>	<p>New staff member Diane Benjamin was unable to attend the meeting, but it was noted she is the new Education Support Coordinator.</p> <p>Monique Martin introduced herself as the new Policy Analyst and advised it was a term position until March 31, 2016. She noted her job would be reviewing and updating KFN Acts and Policies to ensure they are consistent with the KFN Constitution and they are up to date.</p> <p>The elders welcomed Monique to Kluane First Nation and queried about adding who would be contacted after hours during an emergency to the Emergency Travel Policy. Monique advised this was not a policy issue, but it should be brought forward at the next Director's meeting as each department should have someone on call in case of an emergency.</p> <p>It was noted an elder had returned from Christmas holidays to find her house frozen and Keith was able to find a staff member to come out and help her in the evening so she was able to get her house operational to stay in even though it was late at night</p>	

	<p>Rules of Conduct for meetings</p>	<p>It was noted that when there is an Elders Council meeting the following Rules of Conduct for meetings should be followed (The Chair read out the following from “Meetings, Rules & Effective Decision Making” by Eli Mina):</p> <p>Participation protocol & etiquette: only one person speaks at a time. Interruptions (Verbal or non verbal) are kept to the necessary minimum. A courteous, civilized and respectful tone is maintained. Discussions are focused on issues, not personalities.</p> <p>Deciding Who speaks next, usually on a “first-come-first served” basis, going by the person who raises the hand first, and not by the person who raises the voice first</p> <p>Keeping the meeting on track: reminding “digressing” members what item is being considered; repeating the proposal under discussion from time to time</p> <p>Creating Balance: asking outspoken members to give way to quieter individuals; inviting less assertive members or experts to comment; if needed, initiating a “round table” poll.</p> <p>It was noted some people may need some form of training to teach them the difference between aggressive or gossip behavior as they may not realize what they are doing would be considered aggressive or gossip by others.</p> <p>It was noted everyone at this table is passionate about items on the agenda and this is just a gentle reminder that everyone should be given a chance to speak if they desire.</p> <p>It was suggested at the end of the meeting a “round table” discussion be held so that everyone has a chance to speak if they wish and no one feels left out.</p>	
	<p>ICSP Presentation</p>	<p>Shannon Gordon who was doing the Integrated Community Sustainability Plan presentation, attended the meeting requesting feedback from the elders regarding the priorities listed on the Draft KFN Strategic Plan. Some suggestions given were the camp at Cultus Bay should be utilized as a Wellness camp and a place for elders to stay and youth to spend time with them hearing</p>	

		<p>and recording their stories providing them with traditional knowledge from their elders and also eliminate the Muskrat camp, it has been in the same place for many years which is depleting the muskrat population.</p> <p>It was noted while these were great suggestions the input for the ICSP is not to be specific at this time but very general as the priorities identified were general not specific.</p> <p>Shannon requested everyone break into groups of two and go over the identified priorities and number them in order from highest to lowest priority for them and provide her with the completed information as soon as possible.</p> <p>The priorities for each person were filled in and given to Shannon then she exited the meeting.</p>	
	<p>Extending Meeting</p>	<p>The Chair advised there were still many items to finish on the agenda so either the items needed to be tabled for the February meeting or the meeting would need to continue following lunch. It was queried if the Elders Council meetings should start earlier either 9:00 or 9:30 am instead of 10:00 am to provide more time to get through agendas. It was noted many times the Elders Council is supposed to start at 10:00 am but does not get started until 10:30 am.</p> <p>The Elders Council agreed to begin the February meeting at 10:00 am SHARP, even if everyone had not arrived and adjourn the Elders Council at 12:00 pm today.</p> <p>The Chair also noted that historically she has read out the minutes at each meeting which takes at least 20 minutes and queried if this could be changed and prior to the meeting everyone write any concerns or questions they have on the minutes so they can just be adopted at the meeting without each item being read out individually.</p> <p>The Elders Council agreed to bring any concerns with the minutes to the meeting and not have the minutes read out completely during the meeting to save time during meetings.</p>	

	Elders Council Terms of Reference	<p>Mary Easterson advised there had been workshops, meetings and consultations with the Elders to develop the Elders Council Terms of Reference. The Chair asked Mary Easterson if she would be able to provide some background information on this at the next meeting. Monique advised she had been quickly reading through the Terms of Reference and comparing them with the KFN Constitution and found some issues the would require updates as items such as Elders phoning in for Council meetings were not addressed in the current Terms of Reference.</p> <p>The Chair requested the Elders review the Terms of Reference prior to the meeting and make notes to address any issues they find so they could be brought forward in a timely fashion during the meeting.</p>	*This item was deferred to the February Elders Council meeting. Sylvia to make copies of the Elders Council Terms of Reference for all the elders prior to the February meeting.
	Emergency Medical Travel Fund Policy	Monique advised this policy was approved in November, she noted the concerns the elders had with the document at the December meeting had been documented by Charles, she would be recommending that all policies be reviewed on an annual basis with all edits tracked as they are entered, but the entire policy would only be reviewed once per year. Suggestions and recommendations for changes could still be submitted to Charles at any time regarding this policy.	
	KFN Budget		*This item was deferred to the February Elders Council meeting.
	YTG and plowing elders driveways	<p>Keith advised YTG would not plow driveways, if an elder needs to have a driveway plowed contact Public Works and they would try to help out if they could. He noted possibly for 2016-17 Public Works could consider purchasing a plow blade to attach to a pick up for plowing driveways. It was noted although driveways are not an issue this year, shovelling steps is for the Elders and queried if some of the KFN citizens on SA could be approached to provide this type of assistance to the Elders.</p> <p>It was suggested KFN citizens with equipment could be contracted to plow elders driveways if needed instead of Public Works as they are very busy with their workload already. It was noted this year clearing steps has been more of an issue than clearing driveways for elders as it has been a “low snow” year so</p>	<p>Keith to contact Charles to find out if some of the SA recipients would be able to clear snow off the steps and ramps for Elders that require help.</p> <p>Keith to look into a feasible option for snow removal from Elders driveways for the 2016-17 winter season and bring it back to the</p>

		far.	Elders council in October- November 2016
	Elders Concerns	<p>The Chair advised time had run out for the meeting and the Elders Concerns brought forward at this meeting would need to be deferred to the February 2016 meeting, they included the following items:</p> <ul style="list-style-type: none"> - By Election - Housing Selection - Cultural Programming – not to support Muskrat camp at Pickhandle Lake - Housing 	
	Next meeting schedule	The next elders meeting would be MONDAY, February 15, 2016.	