

MEETING MINUTES

Meeting:	BOARD OF DIRECTORS MEETING		
Date of Meeting:	March 25, 2025	Time:	9:00 AM (MST)
Minutes Prepared By:	Rachel Ouellette	Location:	Copper Point Resort and Microsoft Teams

ATTENDEES

Participating Board of Directors:	Participating Staff:
President Walter Mineault	Colette Trudeau, Chief Executive Officer
Vice-President Melanie Allard	Anna Maione, Chief Financial Officer
Minister Allan Lavallee	Marc Riddell, Executive Director, Communications and Community Engagement
Minister Carmen Carriere	Sharlene Wedel, Executive Director, Ministry of Education, Early Learning and K-12
Minister Danielle Bergevin	Leona Shaw, Executive Director, Ministry of Environment, Climate Change, and Food Security
Minister Dean Gladue	Tyler Thompson, Director, Internal Audit, Risk, Compliance and External Financial
Minister Debra Fisher	Diane VanBroeck, Director of Financial Reporting and Budgeting
Minister Louis De Jaeger	Elizabeth Tichelman, Senior Grants and Capacity Development Manager
Minister Patrick Harriott	Anca McHollister, Director of Programs and Operations
Minister Paulette Flamond	Ghazal Tohidi, Director of People and Culture
Minister Raynie Gervais	Chantelle Colthorp, Ministry of Education - Early Learning and K-12
Minister Susie Hooper	Nicole Ludwig, Governance Manager
	Tricia Tucker, Events Coordinator
	Barinder Lalli, Board Operations Manager
	Kayla Brow, Manager of Executive Operations
	Rachel Ouellette, Board Secretariat Coordinator

Note: The agenda was varied by unanimous consent throughout the meeting. The minutes are recorded in the order listed on the agenda. Items added to the agenda at the meeting are at the end of these minutes.

1. Welcome

President Mineault called the meeting to order at 9:05 AM, welcomed everyone, and led the opening prayer.

1.1. Traditional Territory Acknowledgement

Board and Staff at Copper Point Resort - Acknowledged the Columbia Valley Métis Association and traditional shared territory of the Ktunaxa and Secwepemc Nations of which everyone is meeting on.

Staff at HQ - Acknowledged the traditional and ancestral lands of the Semiahmoo, Katzie, Kwikwetlem, Kwantlen, Qayqayt and Tsawwassen First Nations. We respectfully acknowledge their stewardship of this land since time immemorial. MNBC recognizes the 39 Métis Chartered Communities we serve across British Columbia.

1.2. Adoption of Agenda

MOTION:

MOVED: Minister Gervais

SECONDED: Minister Gladue

RESOLVED:

THAT the agenda of the March 25, 2025 Board of Directors meeting be approved as presented.

CARRIED UNANIMOUSLY

1.3. Adoption of Meeting Minutes

Consideration of the approval for the February 24, 2025, meeting minutes was deferred to the next Board of Directors Meeting on April 28, 2025.

2. Update on Action Items

It was noted that all ongoing action items are currently in progress. A more detailed review of these items has been deferred to the next Board of Directors Meeting on April 28, 2025.

3. Q3 Financial Update (INFORMATION)

Anna Maione, Chief Financial Officer, and Diane VanBroeck, Director of Financial Reporting and Budgeting, joined the meeting at 9:15 AM (MST). Minister Fisher joined the meeting at 9:46 AM.

The Quarter 3 Financials provided an overview of key financial aspects within MNBC, including revenues, funding, and expenditures. Expenditures showed an increase compared to the previous period reflecting the growth of MNBC, and a review of funding commitments for each Ministry was conducted. Ministries with notable expenditures were highlighted, with a detailed breakdown of Centralized Services covering program support, salaries, professional fees, and overhead costs. Large events, such as the AGM, are reviewed separately, as they do not fall within this budget category.

A question was raised regarding the integration of Economic Development's staff into the centralized budget. Finance is currently analyzing this and will present findings to the Finance and Audit Committee, followed by the Board. It was also noted that some funds for Point Ellis House are part of Economic Development funding, which is aligned with a provincial funding agreement.

The review included updates on grants, with a combination of new and ongoing funding secured for the Ministries of Housing, Skills, Training, and Post-Secondary (STEPS), Health and Wellness, and Justice. Additional data on Transitional Housing and its funding will be brought to the Board. A request for a breakdown of honorarium and legal/consulting expenses was made, with Finance indicating that this will be included in the next quarterly update. Expenditures by vendors were also reviewed, and it was noted that overall spending is on track. Specific funds have been allocated for events like the Rendezvous, and the hosting budget is being utilized by the Governance Councils.

Travel costs were broken down by Board position, with a request for clearer category breakdowns in future reports. The Finance Department is enhancing its tracking of travel expenses and will clarify these categories in the next fiscal year. An ongoing audit for the Health and Wellness Portfolio was also noted. Sponsorships for the 2024 Golf Tournament and AGM were secured, and it was suggested that the sponsorship team reach out to Regional Directors for potential opportunities within their regions.

Looking ahead, UPIP funding has been requested, with a higher amount pending approval. The Board also requested a detailed breakdown of the Economic Development file, as well as a funding and expenditure report for the Ministry of Health and Wellness/Mental Health in the next quarterly financial update.

Anna Maione, Chief Financial Officer, and Diane VanBroeck, Director of Financial Reporting and Budgeting, left the meeting at 10:06 AM.

4. Meeting Moves In-Camera

All staff left the meeting at 10:07 AM and rejoined at 11:40 AM.

MOTION:

MOVED: Minister Gervais

SECONDED: Minister Bergevin

RESOLVED:

THAT the meeting move in-camera.

CARRIED UNANIMOUSLY

The meeting moved in-camera at 10:07 AM.

The meeting moved out of in-camera at 11:40 AM.

5. Finance Manual Policies (APPROVAL)

Tyler Thompson, Director, Internal Audit, Risk, Compliance and External Financial, Diane VanBroeck, Director of Financial Reporting and Budgeting, and Elizabeth Tichelman, Senior Grants and Capacity Development Manager, joined the meeting at 11:44 AM.

Discussion reviewed several policies. The Grant Policy was presented, aiming to streamline the proposal process, ensuring proposals are reviewed by the correct teams and align with MNBC's goals. The Financial Policies were also reviewed, including updates to the Travel Policy, which enhances internal controls and adds new clauses related to rental cars, insurance, and hybrid/remote work arrangements. Additionally, the Employee Extra-Curricular Policy was introduced to provide guidelines for work outside of regular duties, distinguishing between MNBC work and contract work. Clarifications were made regarding the timecard system, where contract work is tracked separately from MNBC work, and overtime considerations were addressed.

The Financial Reserve Policy was discussed, emphasizing the roles and responsibilities of different groups in managing reserves. Reserves are reviewed annually to ensure smooth operation. Questions were raised about the source of reserve funds, with clarification that surpluses from operations and unrestricted funds are allocated to the reserve. It was noted that in the financial statements, reserves are listed under assets, separate from cash, with surpluses from housing operations also being included under assets.

MOTION:**MOVED:** Vice-President Allard**SECONDED:** Minister De Jaeger**RESOLVED:**

THAT the MNBC Board of Directors, as recommended by the Governance and Policy Committee, approve the following Finance Manual Policies:

- Grant Requests and Compliance Policy;
- MNBC Financial Reserve Policy and Addendum;
- MNBC Employees Accepting Paid Extra-Curricular Assignment Policy; and
- Revised MNBC Travel Policy.

CARRIED UNANIMOUSLY

Tyler Thompson, Director, Internal Audit, Risk, Compliance and External Financial, Diane VanBroeck, Director of Financial Reporting and Budgeting, and Elizabeth Tichelman, Senior Grants and Capacity Development Manager, left the meeting at 12:09 PM.

6. People and Culture Policies (APPROVAL)

Ghazal Tohidi, Director of People and Culture, joined the meeting at 12:12 PM.

The Professional Conduct During Events Policy was presented, emphasizing the importance of MNBC employees fostering respectful environments and representing MNBC in a professional manner. The policy was revised to include cannabis consumption, which is now addressed within the alcohol section. It was clarified that the policy applies to MNBC staff and pertains specifically to MNBC events. Medical exemptions were also addressed. It was suggested that a separate event policy could be drafted to address certain aspects more comprehensively. It was noted that this policy was designed to protect MNBC, particularly in terms of staffing conduct. Additionally, it was highlighted that this policy includes provisions for maintaining a scent-free environment at events.

MOTION:**MOVED:** Minister Flamond**SECONDED:** Minister Gervais**RESOLVED:**

THAT the MNBC Board, as recommended by the People and Culture Committee, approve the Professional Conducts During Events Policy.

CARRIED UNANIMOUSLY

Ghazal Tohidi, Director of People and Culture, left the meeting at 12:25 PM.

7. Back to Batoche Festival Working Group (APPROVAL)

A motion was proposed to donate \$10,000 to Métis Nation Saskatchewan (MN-S) for Back to Batoche as part of efforts to continue building relationships.

MOTION:**MOVED:** President Mineault**SECONDED:** Minister Fisher**RESOLVED:**

THAT the MNBC Board of Directors approve Métis Nation – Saskatchewan's (MN-S) request that MNBC be a sponsor of the 2025 Back to Batoche Days; and

THAT the MNBC Board of Directors allocate \$10,000, from the Board Discretionary Fund for the purpose of sponsoring the 2025 Back to Batoche Days.

CARRIED with 9 in favour and one opposed.

8. Lunch Break

Recessed for lunch break at 12:30 PM – reconvened at 1:03 PM

9. Board Policy Manual Update (APPROVAL)

An overview of updates to the Board Policy Manual was provided, highlighting key revisions which ensure that the policies align with existing operational practices. Other updates included adjusting policy numbers and adding the new Board Member position for the 2SLGBTQQA+ Provincial Chair.

MOTION:**MOVED:** Minister Hooper**SECONDED:** Minister Gladue**RESOLVED:**

THAT the MNBC Board of Directors approve the changes to the Board Policy Manual as set out in the Briefing Note dated February 28, 2025 regarding Changes and Updates to the Board Policy Manual.

CARRIED UNANIMOUSLY

10. ISET Video Project (APPROVAL)

Anca McHollister, Director of Programs and Operations, joined the meeting at 1:15 PM.

An overview was provided of the Indigenous Skills and Employment Training (ISET) Video Project, which aims to showcase success stories and inspire communities with the funding's impact. Jelly Marketing, a BC Métis-owned company with a strong history of partnering with MNBC, will handle the project. It was emphasized that the final product would belong to ISET and Jelly Marketing, and confidentiality for storytellers would be managed by them as well. A question was raised about highlighting successful individuals through ISET success stories, and it was noted that Board members could propose names, which would then be reviewed by Jelly Marketing for inclusion at their discretion. The logistics of story selection would be finalized once the project moves forward.

The need for these stories to be shared publicly was highlighted, and it was proposed that 10% of the funds be allocated to support Women, Youth, 2SLGBTQQA+, and Elders groups to enhance their capacity. There was also a suggestion that these funds could be used for Community Development, although further exploration of funds

for community entrepreneurship would be needed. Discussion also touched on empowering communities and councils to utilize the funding and create additional funding opportunities for economic development. It was agreed that clarity would be needed in the next fiscal year to ensure MNBC priorities are met. For the time being, it was suggested that the fees be placed into a Métis Development Fund until the Board sets priorities, allowing access to the funds later.

MOTION:

MOVED: Minister Flamond

SECONDED: Minister Hooper

RESOLVED:

THAT the MNBC Board of Directors approve a contract in the amount of \$353,520 for Jelly Marketing to complete a national Indigenous Skills and Employment (ISET) Success Story video with funding provided by Employment and Social Development Canada (EDSC).

CARRIED UNANIMOUSLY

Anca McHollister, Director of Programs and Operations, left the meeting at 1:53 PM.

11. Back to Batoche Festival Working Group Continued (APPROVAL)

Tricia Tucker, Events Coordinator, joined the meeting at 1:54 PM.

An overview was provided regarding the request to cover the costs of Batoche, with funds aligning closely with the previous year. The goal is to ensure MNBC's strong presence at the event, including giveaways such as branded MNBC swag items. These items will help free up storage space while promoting MNBC's name and highlighting MNBC artisans. To be fiscally responsible, only three Ministries will be highlighted at the event, with staff members chosen by the Senior Leadership Team (SLT). The events team, along with Corporate Traveller, will handle all event details.

A question was raised about trailer bookings, and it was noted that four trailers should be booked, with additional staff likely staying at a hotel. Elders and specific staff members will be assigned to the trailers. The events team will look into securing the bookings, with contact information to be provided for coordination with Métis Nation Saskatchewan (MN-S).

Discussion included the importance of collaboration among teams to reduce silos. The Trading Post falls under Economic Development and should align with a Culture Forward approach. Items brought forward for promotion at Batoche should be culturally relevant and strategically branded. Embroidered items were highlighted as good promotional products. Additionally, there was emphasis on ensuring that the MNBC Pavilion promotes the MNBC brand effectively, with items such as fans, dragonflies, and embroidered hats being popular giveaways. A focus on building relationships for those attending the event was also noted.

MOTION:**MOVED:** Minister Gladue**SECONDED:** Vice-President Allard**RESOLVED:**

THAT the MNBC Board of Directors approve a budget of \$92,000 for the 2025 Back to Batoche Festival Days.

CARRIED UNANIMOUSLY*Tricia Tucker, Events Coordinator, left the meeting at 2:20 PM.***12. Break**

Recessed for break at 2:20 PM – reconvened at 2:38 PM

13. Annual Métis Early Years Conference (APPROVAL)*Sharlene Wedel, Executive Director, Ministry of Education, Early Learning and K-12, and Chantelle Colthorp, Ministry of Education - Early Learning and K-12, joined the meeting at 2:38 PM.*

The Annual Métis Early Years Conference is a highly regarded and well-attended event held across the Nation. This year, a key focus will be supporting Nurturing Connections and children within the Nation. It is the only Early Learning and Child Care (ELCC) conference of its kind in the Province. The event will be held in Surrey, with the venue budget included in the annual operating plan. Increasing attendance indicates strong demand, and those who have never registered are encouraged to attend. This year, non-Métis individuals may be asked to pay an attendance fee, which helps support the event's funding and aligns with industry standards.

The conference aligns with many of MNBC's strategic goals, with the venue being the largest cost, followed by expenses for Métis presenters and speakers. Attendees will leave with valuable Métis resources to implement in their centers. The collaboration between the Events Department and the Ministry of Education ensures smooth logistics, with Education overseeing the planning. The conference also provides an important opportunity for professional development for childcare workers.

Discussion included the application of the registration fee, and it was noted that MNBC does not cover costs for flights or accommodations. A detailed budget for the event will be sent to the Board for review, and the registration fees will be reassessed at a later date.

MOTION:**MOVED:** Minister Fisher**SECONDED:** Minister Lavallee**RESOLVED:**

THAT the MNBC Board of Directors approve the 2025 Métis Early Years Conference, scheduled for the fall of 2025, with a total conference cost not-to-exceed amount of \$200,000.

CARRIED UNANIMOUSLY

Sharlene Wedel, Executive Director, Ministry of Education, Early Learning and K-12, and Chantelle Colthorp, Ministry of Education - Early Learning and K-12, left the meeting at 3:06 PM.

14. Ministry of Agriculture (DISCUSSION)

Leona Shaw, Executive Director, Ministry of Environment, Climate Change, and Food Security, joined the meeting at 3:08 PM.

The Ministry of Agriculture was reviewed, with discussions focused on the potential realignment of the Agriculture portfolio, either by separating it from the Environment portfolio or aligning it with the Food Security portfolio. It was noted that Food Security is an emerging issue within communities, and that a dedicated Minister and Manager, along with appropriate funding, could help advance both Agriculture and Food Security initiatives.

Current funds are sufficient for a manager, and once this position is established, additional funding could be sought to expand the team in the future. The option of naming the portfolio simply "Food Security" was discussed, with the possibility of incorporating Agriculture into Economic Development later if needed. For now, however, Agriculture could remain within the Food Security portfolio.

MOTION:

MOVED: Minister De Jaeger

SECONDED: Minister Hooper

RESOLVED:

THAT Paulette Flamond be appointed the Minister of Food Security.

CARRIED UNANIMOUSLY

Leona Shaw, Executive Director, Ministry of Environment, Climate Change, and Food Security, left the meeting at 3:34 PM.

15. Meeting Moves In-Camera

MOTION:

MOVED: Minister Fisher

SECONDED: Minister Gervais

RESOLVED:

THAT the meeting move in-camera.

CARRIED UNANIMOUSLY

The meeting moved in-camera at 3:35 PM.

The meeting moved out of in-camera at 4:30 PM.

16. Committee Meeting Minutes (INFORMATION)

The following Committee Minutes were circulated to the Board of Directors for information:

- Awards and Recognition Committee: 2025.01.14
- Executive Committee: 2025.01.15, 2025.01.29, 2025.02.05, 2025.02.12, 2025.02.19
- Governance and Policy Committee: 2025.02.18

17. Record of Decisions (INFORMATION)

The RGC and Board of Directors Record of Decisions was distributed to the Board for information.

18. Adjournment

MOTION:

MOVED: Minister Lavallee

SECONDED: Minister Bergevin

RESOLVED:

THAT the meeting adjourn.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:09 PM.

Approval Sheet

Approved by:  President

Approved by:  Secretary

Date: April 28, 2025