

# ANNUAL REPORT 2010-2011



## VISION STATEMENT

Guided by our ancestors, we, the Tk'emlúpsemc te Secwepemcúl'ecw are proud caretakers who strive to secure and protect our lands and exercise our rights for the greatest good of our people, for future generations.

## MISSION STATEMENT

To provide leadership, services, and opportunities to our community by focusing on our people, land, resources, organizational structure and asserting our jurisdiction.

Tk'emlúps te Secwépemc will accomplish this by ensuring all stakeholders accept individual and collective responsibility and accountability with a focused, supportive approach to service delivery.



# CHIEF'S MESSAGE

## Wey'tkp,

The past year was another outstanding time for the Tk'emlúps te Secwépemc. We made many strides towards the continual advancement of our people & community despite the struggling economy. I would like to extend a colossal thank you to our continually growing staff for their dedication towards the progression of our goals.

Throughout the past year we have created new employment opportunities, hosted & participated in several key events & reached numerous milestones.

I will touch base and provide an update on a few of the major undertakings in our community.

## Waste Water Treatment Plant

The \$9.7-million project has allowed our band to hook into the City of Kamloops sewage system, while paying for the share of infrastructure used.

The project was 10 years in the making and was funded by \$8.2 million from the federal government and \$1.5 million from the band.

A 7.2-kilometre sewage-pipe connection will provide service to 114 existing homes, the administration building and the Sk'elep School of Excellence, all of which were previously using septic fields.

This project has the potential to be a major part of our plans to expand in the future.

## 2011 Western Canada Summer Games

Canada's Tournament Capital has added another gemstone to its crown. The City of Kamloops was proud to host the Western Canada Summer Games (WCSG) in August of 2011 (Aug 5-14). The Western Canada Summer Games is dedicated to the development of excellence in sport by the four western provinces and three territories: British Columbia, Alberta, Saskatchewan, Manitoba, Nunavut, Northwest Territories and the Yukon Territory.

Many Tk'emlúps te Secwépemc members participated and or volunteered for the WCSG including myself and we all gained memories and values that will last a lifetime.

## Day Scholars

Tk'emlúps band members who attended the KIRS as Day Scholars were discarded by the 2005 Settlement Agreement as the case was deemed to be as "not a winning case". As a result of this injustice, the TteS is in the process of filing a Class Action Lawsuit for our membership in conjunction with Sechelt Band.



The 2010 Chief & Council established an initiative to ensure that the TteS membership obtain compensation and that a healing processes is developed and implemented for the wellness of our membership.

As many of you may have noticed there is a physically powerful monument that has been erected in front of the Old KIRS building. This monument is to remember and honour all KIRS school attendees as well as those within the 17 Secwépemc band nations.

This monument was an initiative of TteS member Ken Jensen of whom I would like to extend my deepest gratitude. This monument will stand strong as will we united until the injustice that was placed on our families and loved ones is rectified. I believe that this is a small step forward in the healing process for us all.

## Education Cutbacks

As many of you are aware our education funding was recently cut back by 15% (targeted funds). The targeted funds provided funding for both post-secondary and elementary programs.

Every year until this cutback our funding was nominally increased by 2% which is still not comparable to the funding provided to provincially-funded schools.

This decision will have a direct impact on our community and the advancement of Aboriginal education throughout this region that we will not stand for. We have been communicating with the government on both federal and provincial levels to resolve these funding cuts as the education of First Nations people across the country will not be placed on the back burner.

## Rayleigh Slo-Pitch Fields

Tk'emlúps Indian Band has partnered with the city of Kamloops to create the Rayleigh Slo-Pitch Park. This is an outstanding sporting facility that we hope you take the time to utilize. Located just north of Rayleigh, this new recreational facility is not just for ball players! The site is 3x larger than McArthur Island Park and offers miles of river views, walking and tournament opportunities.

The park is open seven days a week between 5am and 11pm and there are 8 Slo-Pitch Fields:

- Championship quality
- Full fencing
- 2 fields lit for night play
- One of Western Canada's largest stand alone slo-pitch facilities!

The park also has 2 full-size rugby fields, parking for up to 350 vehicles, washroom/plaza building, public washrooms, areas for concession and event room. Get your families out and strengthen your bonds and build some new relationships.

## Little NHL Hockey Tournament

We hosted the 2nd Annual 2011 Little NHL Hockey

Tournament and true to form it was another great success. This event's reputation is growing rapidly and we drew first nation's teams from further away this year. We hope to soon be one of the largest first nation hockey tournaments in Canada. I would like to extend a warm hearted thank you to everyone that participates and volunteers to ensure the yearly success of this event and supporting our youth in sports.

"When all is said and done, it's not the shots that won the championship that you remember, but the friendships you made along the way."

In the coming year we will continue to make steadfast headway on all of our goals and initiatives, please get involved, attend general band meetings & vote as we create our own future.

With our goals & initiatives in place, we are building the framework for supporting a healthier, sustainable more vibrant people & community.

Sincerely,

TK'EMLÚPS INDIAN BAND

*CHIEF Shane Gottfriedson*

# CEO'S MESSAGE



**Wey'tkp,**

First, I want to express my gratitude for the opportunity that has been afforded to me and the warm welcome I have received as the CEO of the Tk'emlúps te Secwépemc. This is a dynamic and multi-faceted organization that is like no other.

As a member focused First Nation organization we show the country how we can put our people and their shared culture first yet still run a vibrant and viable enterprise capable of complex and varied transactions with other organizations big and small.

From our ranching, logging and retail enterprises to our lands, taxation and leasing business the TteS has shown its ability to deal with everyone from individuals to multi-national corporations. It is this innovative and adaptable approach to enterprise that will keep our members at the forefront and allow them to achieve their personal goals. In addition, we continue the fight for the inherent title and rights of our members including initiatives related to the Douglas Reserve, the injustices suffered by residential school day scholars and resource extraction from traditional territories.

I hope that this annual report is informative for you. If you have questions or need clarification, our staff, including me, is here to serve you.

Kukwtsétsemc  
*John O'Fee*



# CHIEF & COUNCIL - PORTFOLIOS



**CHIEF SHANE GOTTFRIEDSON**

Primary: Knucwentewc-kt Services  
(Social Development / Community Wellness)  
Primary: Public Relations and External Affairs  
Secondary: Indian Residential School Survivors  
Backup: Ex-Officio to All Portfolios



**COUNCILLOR DOLAN PAUL**

Primary: Education Services  
Secondary: Yecmintre Tmicw (To look after land)  
Backup: Planning and Engineering  
Backup: Knucwentewc-kt Services  
(Social Development / Community Wellness)  
Backup: Public Relations and External Affairs



**COUNCILLOR GEORGE CASIMIR**

Primary: Business Services  
Secondary: Planning and Engineering  
Backup: Education  
Backup: Knucwentewc-kt Services  
(Social Development / Community Wellness)  
Backup: Public Relations and External Affairs



**COUNCILLOR EVELYN CAMILLE**

Primary: Housing Services  
Primary: Indian Residential School Survivors  
Secondary: Education Services  
Secondary: Public Relations and External Affairs  
Backup: Yecmintre Tmicw (To look after land)  
Backup: Knucwentewc-kt Services  
(Social Development / Community Wellness)



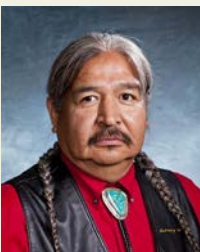
**COUNCILLOR JEANETTE JULES**

Primary: Yecmintre Tmicw (To look after land)  
Secondary: Shared Services  
Backup: Lands, Leasing and Taxation Services  
Backup: Knucwentewc-kt Services  
(Social Development / Community Wellness)  
Backup: Public Relations and External Affairs



**COUNCILLOR CONNIE LEONARD**

Primary: Shared Services  
Secondary: Lands, Leasing and Taxation  
Backup: Housing Services  
Backup: Knucwentewc-kt Services  
(Social Development / Community Wellness)  
Backup: Public Relations and External Affairs



**COUNCILLOR FRED SEYMOUR**

Primary: Planning and Engineering  
Secondary: Business Services  
Backup: Shared Services  
Backup: Knucwentewc-kt Services  
(Social Development / Community Wellness)  
Backup: Public Relations and External Affairs



**COUNCILLOR ROSANNE CASIMIR**

Primary: Lands, Leasing and Taxation  
Secondary: Housing Services  
Backup: Business Services  
Backup: Knucwentewc-kt Services  
(Social Development / Community Wellness)  
Backup: Public Relations and External Affairs

# SOCIAL DEVELOPMENT

Social Development was once again bustling with activity in 2010/11. The Social Development team served the TIB membership by focusing on the delivery of Income Assistance, Medical & Recreation funding, providing In Home Family support, Drug & Alcohol counseling, Status cards, Elder & Youth programming and various other services. Additionally, the Social Development department staff organized and hosted the Halloween, Christmas and Easter parties, as well as the TIB Picnic, and Elder's and Women's retreats. Fun was had by those in attendance and the Social Development staff is working on innovative ways to help TIB celebrate in the 2011/12 fiscal year.

## Community Health

In 2010/11 Community Health Representative Colleen Mosterd-McLean brought World Health Organization speaker Dr. Clem Persuad to TIB to address TIB membership and staff about reducing breast cancer risk and improving brain function through dietary choices. In October the TIB Health Fair was held at Sk'elep School and was well attended by the community. The annual TIB/QHS Health Fair is a showcase for the wealth of services in the local area for health and wellness, offers free health testing, food, prizes and access to health care professionals. The annual Health Fair is coming up September 15th, QHS and Social Development invite the community to come out to the Full Circle Youth Centre Park on Kootenay Way and learn how to live a healthy life and enjoy information, free testing, food, and prizes. The event is primarily outdoors so please dress for the weather.

Colleen Mosterd-McLean also facilitated the fourth annual Tk'emlúps Run Club from January until it successfully wrapped up in April with the Sun Run in Vancouver. In conjunction with the Run Club there was a Healthy Hearts Screening Day. This was a free health screening at Qwemstin Health and those who attended the busy event were tested for blood glucose, Body Mass Index, Cholesterol and blood pressure and given information from qualified staff about how to improve their results.

In 2011/12 the CHR is planning a kidney screening day,

Weight Watchers programming and the continuation of annual health clubs and events.

## Elders/Membership

Denise Thomas organized the monthly Elder's luncheons and activities which included a Caribbean Cruise, the BC Elder's Gathering and trip to Tulalip Washington in 2010/11. The turnout for the trips were higher than ever and in 2011/12 the Elders will be travelling to historic Deadwood, Las Vegas for the National Rodeo Finals and to beautiful Hawaii for fun in the sun. A new Elder's trip policy is also being developed to streamline the process of attending Elder's trips. Once completed it will be mailed out to TIB Elder's homes and will be available in Social Development.

Membership Worker Don Seymour organized the 2010 Remembrance Day ceremonies in 2010/11, with many more people than in past years paying their respects to veterans and joining in the post-ceremonial feast.

2010/11 was a record year for Status card demand. Supply of the Status cards INAC sends has been far outstripped by the demand for them; as a result there is a waiting list when they arrive. TIB does not have control over how many cards are sent by INAC at one time. To make sure you are not left without a Status card when you need it most you are encouraged to make an appointment. To reach Denise Thomas please phone (250) 828-9814 to make your appointment. Winterswan Casimir is currently in training to become Denise Thomas' backfill and will be fully trained by September 2011.

## In Home Support

Tilly Hlatky and Patricia Zerr are the In Home Support workers for TIB. Together they help inform clients about available services and assist families in crisis; they also run many programs and workshops throughout the year. Tilly Hlatky facilitated two 6 week "Mother Goose" programs for parent-toddler bonding, as well as two 6 week long "Girl Power" programs to improve preteen girl's confidence and emotional awareness. She also hosted an FASD dinner and workshop, and an infant

massage/nutrition workshop. Patricia Zerr joined Social Development as In Home Support late in the year and has been hard at work getting a community kitchen group started. The program will be running in the fall of 2011 and targets Elders, single parents and individuals with FASD/Cognitive delays to provide nutritional support to those in need. Many donations have been received and handed out from the local area and farms, such as Thistle Farms.

In 2011 the In Home Support team will be offering Girl Power in the fall, as well as a new version of the "Power" program for preteen boys, a suicide prevention workshop and a program for parenting after a marital separation. They will continue to assist families to resolve conflict, act as advocates when needed and enable families to gain the skills they need to manage their problems in a healthful way.

### Recreation

In 2010 Anne Keith facilitated many camps, sporting events and processed payments according to the TIB Recreation Policy. Programs Anne directed included the growing TIB Snowboarding team, TIB Golf Academy, TIB Family Golf Tournament, 6- six week boot camps and yoga classes, speed skating, archery coaches workshop, three sports summer camps and many other community activities. Anne worked closely as a committee member

with the 2011 Western Canada Summer Games, was on the Olympic Torch Relay committee, the Board of Directors for the Kamloops Sports Council and the Interior Aboriginal Sports Council, Aboriginal Sports Recreation and physical Activity Partners council and is a Canadian Sports for Life Conference committee member.

In 2011/12 Anne has six summer camps running and is involved in the 2011 Western Canada Summer Games. For fall programming please phone Anne Keith: (250) 828-9801. There is an amended 2011 Recreation Policy available in the Social Development department.

### Drug & Alcohol Counseling

In 2010, the Drug & Alcohol Counselor met with clients one-on-one, provided referrals to treatment, rides to meetings and ran an Narcotics Anonymous campout, and organized a jam and fish canning night. Late in the year a new Drug & Alcohol Counselor, Veronica Green, joined Social Development.

In 2011 she will continue to offer counseling and support to help TIB members overcome addiction, and will also host workshops and programs to inform TIB members about the effects of drugs and alcohol, how to talk to your children about substance abuse and saying no, and restarting the TIB Women's Group. For Drug &





Alcohol Support please drop in to Social Development or contact Veronica at (250) 828-9704.

### **Full Circle Youth Centre and Attendance Program**

The youth Attendance program was operated by Winterswan Casimir and Boyd Gottfriedson in 2010. The program is operated September through June on Tuesdays and Thursdays. Tuesdays are for children 10-13 years old and Thursdays are for children aged 13-18. The younger group went swimming, went to the movies, the park and petting zoo and to the pumpkin patch to pick Halloween pumpkins. The kids over 13 played floor hockey in the gymnasium and went swimming at the TCC.

The Full Circle Youth Centre is open Monday to Friday for the months of July and August; Monday, Wednesday and Friday September through June. The Attendance program operates in the youth centre during the summer months. The youth workers teach crafts, take children on field trips to the waterslides, Wildlife Park, bowling and play games. Please phone (250) 314-1798 for more information. All TIB youth are welcome and encouraged to join in the fun!

### **Social Assistance**

The Social Assistance program underwent some changes in 2010 with the policies around job search forms and course taking becoming more stringent. Winterswan Casimir and Tilly Hlatky (as backfill) implemented the changes and helped Social Assistance clients fill out the regular forms as well as the new ones. Once the appropriate forms are filled out and applications reviewed, funds were provided by cheque. Social Assistance cheques are issued on the last Wednesday of the month and clients must come in person to pick up their cheques, unless otherwise approved by the Social Assistance workers.

In 2011/12 ongoing, mandatory training will continue to be offered to assist those who are on Social Assistance to gain meaningful employment. Every effort will be made to help those who are ready and able to work

to find permanent employment.

### **Home Visitor**

Sherry Peters started as the Home Visitor in 2010. This newly created position bridges the transportation gap for Elders, low income and disabled people within the TIB community who may have difficulty getting to and from medical appointments and getting the necessities of life. The Home Visitor program operates Monday to Friday and takes clients to medical appointments, errand running and check in on those recently home from hospital when directed to do so. For more information or to book an appointment please phone Sherry Peters: (250) 828-9712.

If you want to join any of the aforementioned workshops please contact the Social Development Department at (250) 828-9810.



# BUSINESS DEVELOPMENT

This report covers the fiscal year ending on March 31 2011. The department team juggles their time between exploring and promoting new business and economic development opportunities, while simultaneously overseeing the day to day operations of the five business units.

The department had a number of accomplishments and successful endeavors take place this past year. Business Development is looking to break ground on a number of new projects in the near future that will directly benefit the Tk'emlúps membership and community.  
2010 - 2011



## Departmental highlights include:

**Gas Station expansion,** The Tk'emlúps Petroleum gas station received a much needed expansion to the general store with an approximate 15 per cent growth. The Gas Station is still experiencing a positive cash flow.

**Ranch Progress,** The Ranch has made a profit this past year for the first time in years. With TJ Camille working as the contract manager and a number of contracted employees, the Ranch is seeing great improvements.

**Ranch pivot installation,** A new state of the art pivot line was installed at the Ranch. A pivot is an automated rotating irrigation system. It has dramatically increased the overall production at the Ranch this past year.

**Rocky Mountain Rail tour pilot project,** A tourism venture with Rocky Mountain Rail (RMR) was explored that would see tour groups attend a nightly cultural

presentation put on by Tk'emlúps members. The project was the most successful of all the RMR summer shows, but not picked up permanently. We are exploring the possibility of another cultural tourism attraction that will not be linked to RMR.

**Museum,** The museum received increased funding from the First Nation Education Council for the Museum Educator Position and increased admission prices this season.

**Tim Horton's,** A business opportunity was pursued that would see a Tim Horton's Coffee shop go up between Tk'emlúps Petroleum and the Tk'emlúps Carwash. It was originally a build to suite project and has now changed to a straight lease.

**RV Park in Raleigh,** Ground was broken by the City of Kamloops to build Softball City in Raleigh and the Tk'emlúps membership voted in favor of pursuing an RV Park next to the Softball City site. Work is on-going.

**New staff,** Stacie Coutlee, former Business Development Executive Assistant moved into a new and exciting role as Economic Development Specialist. Kelley O'Grady, former Communications and Events Coordinator moved into the Business Development Marketing Coordinator role.

**Sagebrush Downs/KXA,** After the KXA defaulted on its lease, the Band came to an agreement that would see TIB take over operations and assets of the grounds. A highest and best use study is underway to determine the best use of the property.

**Forestry,** The TIB Forestry Corp., which was previously under Business Developments designation moved under the newly developed Natural Resources Department.

**Professional Development,** The Business Development team completed a two day project management training course put on by Janice Lawson of TRU.

**Conferences,** Members of the department attended the CANDO conference in Niagara Falls Ont., the AFN conference in Winnipeg, the Aboriginal Business Opportunity Conference in Osoyoos., and the International Conference for Shopping Centers (ICSC) in Whistler to market, promote and network.

The department spent much of the year working on

exploring, researching and developing new business and economic development opportunities. Projects that were thoroughly examined include:

**Wind Farm,** An opportunity for a joint venture with METlogics Consulting to put up a Wind farm on reserve was explored. The project was not feasible at this time.

**New Sky Insurance,** TIB was approached by New Sky Insurance Agency on a joint venture opportunity. This project is on-going and is in the due-diligence stage.

**Wabilo Gaming,** A gaming venture was looked into with Wabilo Gaming, but TIB passed on the opportunity.

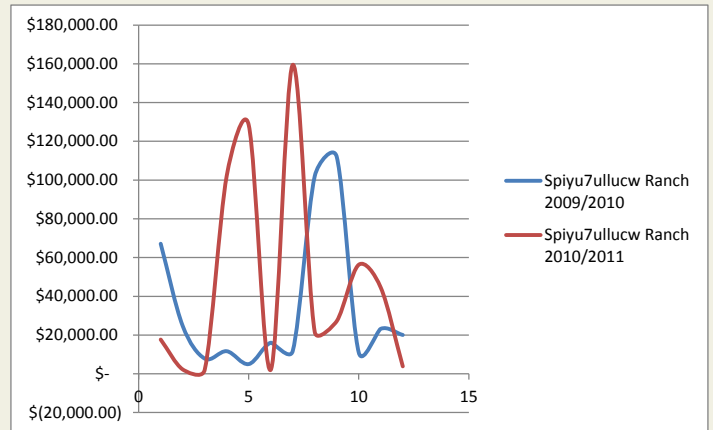
**CC Helicopter,** CC Helicopters approached Business Development with a possible joint venture. This is another project that will be further investigated.

## Conclusion

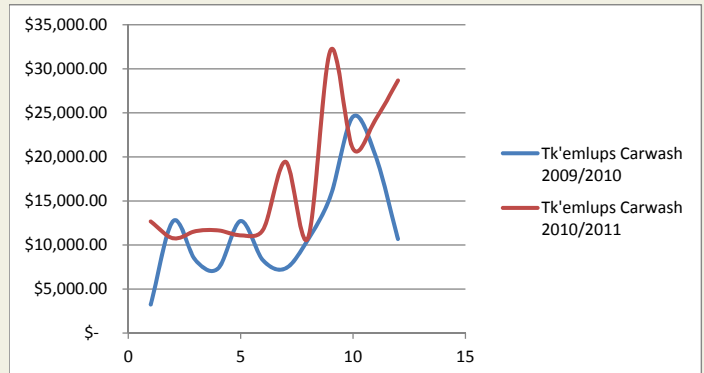
The Business Development Department consistently works towards attracting, retaining and marketing new business opportunities. The goal is to improve operations and secure additional cash flow on a yearly basis. We hope that 2011-2012 will see some exciting new projects hit the ground running that will align with the Bands strategic goals



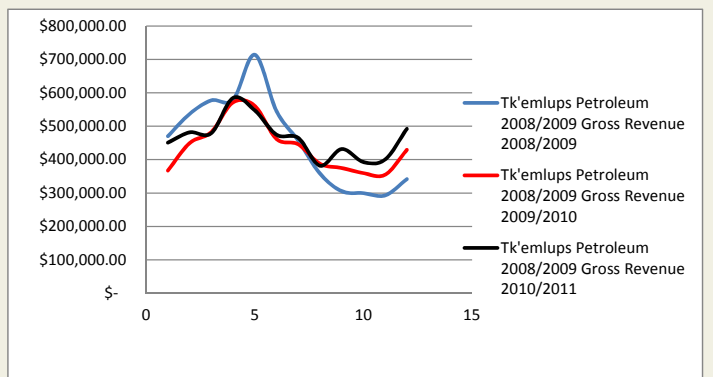
**Spiyu7ullucw Ranch Gross Revenue**



**Tk'emlups Carwash Gross Revenue**



**Tk'emlups Petroleum Gross Revenue**



Note: These revenues do not reflect the First Nation tax revenue generated by the gas station. First Nations Tax revenues. Despite the global recession, the carwash has continued to increase gross revenue.

# LEGAL

## Mandate

The Tk'emlúps te Secwepemc Legal Department is responsible for JUSTICE, GOVERNANCE, BY-LAW and RIGHTS and TITLE and ensure that our indigenous laws, inclusive of intellectual property rights, are respected, protected and enforced. We are especially tasked to seek a fair and just resolution to outstanding TteS legal issues. We carry out our roles and responsibilities as Yecminté to protect our lands and resources for future generations.

## Mission

The mission of the Tk'emlúps Legal Department is to PROTECT and ADVANCE our rights, to PROVIDE justice programs and services, and PROMOTE respect for Tk'emlúps rights and title.

The Cultural Resource Management department was separated into two distinct departments as part of a Chief and Council initiative in February of this year. And so became the Natural Resource and Legal departments. Our first steps as a newly formed Legal Department, once we unpacked our offices located on the third floor (formerly education office), was to develop our mandate, mission, principles, and goals. This provided us the framework to establish our annual operational budget and our annual strategic budgets.

This annual report serves to give you a brief overview of some of the activities of our department since its inception in February.

## Justice

**Goal:** To administer and deliver justice programs and services in a culturally responsible and appropriate way.

### Activities:

- Ongoing provision of community correction services such as probation, bail, and community sentence order supervisions, (funded by Ministry Public Safety and Solicitor General).
- Organized regular meetings for Community Tripartite Agreement (policing agreement) and fulfill the objectives of that Agreement such as a) Developing

an orientation package to our community for First Nations RCMP members b) Letter of Expectation c) the negotiation of an agreement.

- Attended Provincial CTA Community Consultative Group workshop in Kelowna.
- Presented at "Gladue in Practice" workshop at Justice Institute of BC.
- Attended "Domestic Violence and the Law" 2 day workshop (video webcast).

## Governance

**Goal:** To implement governance strategies identified by leadership.

**Activities:** Currently working on the following policies and bylaws.

- Revision of HR Personnel Policy.
- Completed TteS Housing Policy Amendments.
- DAB Development Approval Board Amendments.
- New TteS Sponsorship Policy.
- Ske'lep School Board of Governors Terms of Reference.
- New TteS Residency Bylaw.
- New Procurement Policy.
- TteS Sanitation and Sewer Bylaw.
- TteS Unightly Premises Bylaw.
- Chief and Council Terms of Reference.
- Membership Code.

## By-Laws

**Goal:** To develop, update and enforce regulatory bylaws.

### Activities:

- Drafting of various bylaws: graffiti, traffic, unightly premises, livestock, dog, fire protection, and noise.
- Attended License Inspector and By-law Officers Association annual conference.
- Completed Restorative Justice training, conducted 7 forums
- Completed Access database training.
- Conducted annual business inspections in Mt Paul Industrial Park.
- Issued 100 burning permits during burning season, and issued 4 burning violations.
- Investigated 83 bylaw complaints: 29 dog, 8 business

license, 7 Kamloops Fire & Rescue, 6 livestock, 10 building, 5 parking, 3 dumping, 4 squatters and 11 general calls.

## Rights and Title

**Goal:** To exercise and protect our inherent rights concerning the Douglas Reserve claim.

### Activities:

- Court date for the Douglas Reserve claim is October 2012. Legal update presented at band meeting May 24 and community workshop on May 25 2011.
- Band applied for intervener status on the Adams Lake Sun Peaks municipality court case (CA038926) on July 20, 2011.
- Development of a Resource Inventory providing brief annotated bibliographies of available research materials in house.
- Provide support to consultation and accommodation activities of Natural Resource department.
- Attend SNTC Rights and Title meetings.

### LEGAL STAFF

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# NATURAL RESOURCES

The Tk'emlúpsenc Forestry Development Corporation is a multi-functioning department that handles many projects of varying size and scope. Our department manages forestry licenses, operational planning, harvesting contractors, sales programs and silviculture programs.

TFDC also handles a commercial fishery in the interior, range works on the reserve, a world renowned bid sale for California Bighorn Sheep, noxious weed programs, as well as fuel management programs for forest fire risk prevention.

## TFDC Qualifications

- Registered professional forester on staff
- Registered forest technician on staff
- Articling agrologist on staff

## Qualifications:

- Accredited silviculture surveyors
- Licensed scaler
- Level 3 first aid
- Swift water rescue training
- Danger tree assessment and falling
- Safe certification
- Noxious weed management programs
- Integrated planning and management
- Rehabilitation prescriptions
- Reclamation prescriptions
- Road construction and upgrading
- Any forestry heavy equipment applications that require specialized purpose built machinery.

## Projects for 2010

- Community lake salvage
- Chuwels Mt CP 5
- Melba CP6
- Ridge Mt Timbersale (Bid Sale)
- CP3 FL73171 Shared License
- Lionshed Fire Salvage Sales
- IR# 1 Fir Beetle Trap Tree
- Communal Fishery
- Range Fence Inspection/GIS Mapping

- California Sheep Hunt
- Rec Site Program
- Emergency Preparedness Plan
- CWPP Fuel Management
- SEDCO CPI00
- Tkek Yeel Stem Cleanup (Assisted)
- CN Fuel Break/ Walkway
- Wetland Construction

## Community Lake Salvage

The TFDC has been developing and harvesting salvage timber in the community lakes area for 2010 into 2011. TFDC is operating within Mountain Pine Beetle Timber as well as Fire Salvage Timber. Much of our timber has been sold through Tolko Industries. Tolko has worked diligently in partnering with TFDC to achieve mutually agreeable solutions and a working relationship.

## First Nations Relations

We regularly collaborate with other local first nations groups to complete projects such as timber harvesting. We also continue our relationships with local first nations groups by helping those groups manage their timber resources through the creation of forest stewardship plans and forest development plans for both woodlots and non-replaceable forest licenses, and creating other types of reports as requested. We also provide technical advice on all aspects of forestry.

## Wildfire Protection program

We have several years of experience in the development and implementation of a fuel management program within the Paul Lake Watershed. This program has received a great amount of positive accolades from associated partners such as FNESS, TIB and Extreme Contracting.

## Commercial /Communal Fishing

This summer was a busy time of the year for TFDC. The sockeye catchment was the highest on record for TIB ever. A total of approximately 1230 sockeye were caught and delivered to the TIB. TIB participated with the Skeetchestn Band in a commercial fishery for sockeye

with a catchment of 20,000 sockeye in a beach seine.

### **Range Management Activities**

The TFDC managed many aspects of range management on IR# 1. A complete fence inventory and assessment on the Strawberry Hill was completed. A noxious weed spray-ing program was completed this spring. A wetland was rehabilitated and fenced for protection. Managed a grazing lease to generate revenue to keep the range duties at a break even for the year. Additional projects are planned for the upcoming year that will further enhance the range management activities on IR# 1.

### **Emergency Preparedness Planning**

The TFDC has been involved in the implementation of the Emergency Preparedness Plan for the TIB. A committee has been formed consisting of Mark Diffin, Ron Tronson and Jim McGrath. Training courses are scheduled to bring the committee to a level that is required to begin EPP Implementation. Additional member of the committee have been included from various departments to ensure a solid cross section of personnel is available for the development of the EPP.

### **Fisheries/ Coho Survey**

This year the 2010 Coho Stream walks were done in house with the TFDC. Paul Creek and Tranquille Creek were both walked every Friday starting in the end of October until the end of November. These walks are to determine the usage by spawning Coho every year. Although Paul Creek has been home to Coho in the past no fish were observed in the lower reaches this year. In tranquille Creek approx 6 spawning Coho were observed.

### **Sheep Hunt 2010**

5 Year Pilot Project complete. TIB has completed a 5 year project, that involved several stake holders, and hunters from all over North America. This program averaged \$90,000.00 per year which funds were used for; Population estimates, noxious weed programs, controlled burns, sheep transplants, research studies and the John Jules. Memorial Bursary. This project will be put on hold for 2-3 years to ensure mature rams are not being over hunted, and to keep a special hunt unique.

### **Rec Sites**

The rec site program for 2010 was carried out by TFDC. Salvina Holcomb was the successful candidate for the sea-sonal position. The program was well handled by Salvina, and the Ministry of Forests commended the work that was completed this year.

### **IR#1 Fir Beetle Trap Tree Program**

A Douglas Fir Trap Tree program was initiated in May

of 2010 on IR# 1. Within the Paul Lake corridor; the Fir Beetle has been expanding its popula-tion. Some of this has spilled over onto IR# 1. Fir Trap Tree's were fell as a bait to capture local populations of Fir Beetle. The felled trees were 100 percent attacked, and will be removed this winter with the logging debris being burnt at the same time.

### **Noxious Weed Program**

This year it was decided by the South Thompson Wildlife Stewardship Committee to access funds from the habitat account generated by the California Bighorn Sheep hunt to conduct an aerial Spray Program on IR# 1 (stud pasture) 247 acres were treated in this location using a total of 692 L of grazon and at a cost of \$33.00 per acre. Discussions at the STWSC table also covered ideas around ground spraying but was later decided to take the aerial spray route as the infestation of Sulphur Cinqfoil.

### **Controlled Burning**

The controlled burning this year had a small timing window due to early green up and less than ideal conditions. There was approximately 40 acres of successful burning in 2010, with plans for an additional program in 2011. This program is designed around the falling and piling of sage, to reduce fuel hazards and promote a healthy range. This will encourage optimal usage by wildlife on the open range.



# PLANNING AND ENGINEERING

The Planning and Engineering Department encompasses varied operational functions with the objective to provide quality services to band members and to facilitate growth in the community.

Planning and Engineering staff completed a very busy year and were instrumental in the successful construction completion of the Wastewater Collection System - Phase I project with a budget of approximately \$9.5M. This project provides the George Campbell subdivision with a conversion from septic systems to connection to the sanitary sewer system, as well as parts of the Mt. Paul Industrial Park.

Public Works continues to provide efficient and timely snow removal in winter, refuse collection throughout the year, landscaping services in the summer. Also, the department supports development with the installation of fire hydrants and water connections. Several pieces of equipment were replaced this year to keep the fleet efficient in the long term. Two band members were enrolled in training at Thompson Rivers University as Wastewater Collection operators in anticipation of the extra workload created by the new Sanitary Sewer

Project.

Water Treatment continues to maintain high quality water standards at the plant with staff enrolled in training to keep current in their certification. Improvements to the pumping capacity were made to incorporate the extension of the East Shuswap Irrigation system. Permits continues to be busy with the issuing of business licenses, earth works permits, and building permits in an efficient manner.

Custodian group is very busy providing the administrative buildings with janitorial services and supporting the many events that are an integral part of the community. Security is providing timely service and anticipating uniforms in the future for better visibility and recognition on site.

Future projects being contemplated include the construction of the Chief Louis Center Development - Phase I, providing approximately 12 commercial lots, Phase 2 of the Wastewater Collection project, encompassing the Mt. Paul Industrial Park, and the North Reservoir project.





# HUMAN RESOURCES

## HUMAN RESOURCES DEPARTMENT

It is with sadness that the Human Resources Department said goodbye to David Leroux this past year. Since 2005, he provided the Department and the Tk'emlúps Indian Band with Human Resource knowledge and support, as well as continued to ensure Tk'emlúps Indian Band is a sought-after and recognized employer in BC! We wish him the best in his future endeavours!

### Some of the highlights of the past year:

- Needs Analysis for staff training
- Development of training plan
- Update over 150 job descriptions
- Review and update Wage Grid
- Develop Employee Service Recognition Program (TRU Partnership)
- Implement HRIS program (similar to Westbank FN)
- Update 2006 Personnel Policy
- Partnership with TRU Co-Op Program
- OHS Safety Committee
- Development of OHS Policy & Procedures
- On-site First Aid Station
- Development of Mentorship Program

The Human Resources Department is organised into 4 functional sections each of which reports to the HR Manager:

#### HR Manager:

- Strategic Planning, Financial Management, Consultancy/Advice on HR Issues, Employee Relations

#### HR Coordinator, HR Assistant, Clerk & OHS Coordinator:

- Recruitment
- Employment Contract Negotiation
- Leaves
- Consultancy on HR Issues
- Professional Development
- Alternative Dispute Resolution
- Employee Assistance Program
- Employee Relations
- Resignations/Terminations

#### Equity and Diversity Services:

- Equal Opportunity
- Diversity
- Affirmative Action
- Harassment
- Discrimination
- Work, Family and Flexibility
- Workplace Culture

#### Policy and Planning:

- Planning
- Research
- Policy Development
- Review and Evaluation
- Monitoring and Reporting
- Workforce Planning

#### Safety and Health Services:

- Occupational Health and Safety
- Biological & Chemical Safety
- Injury Management
- Workers' Compensation

## THE HR ENVIRONMENT

Strategic human resource management recognises the economic, social and political factors that create the external context in which the Tk'emlúps Indian Band operates. The Tk'emlúps Indian Band seeks to ensure that its workforce, to the greatest extent possible, is a reflection of the community.

There are also significant challenges in maintaining high level productivity in an ageing workforce and ensuring that the Tk'emlúps Indian Band is successful in recruiting and retaining high quality staff at a time of significant competition. The resources boom in British Columbia has also contributed to difficulties in recruiting and retaining quality staff in professional areas such as natural resources, executive management, human resources, and the trades.

Human Resources is a centralised function that operates within a complex and dynamic framework where a

range of external challenges intersect with our unique Tk'emlúps Indian Band culture. Its role is to provide advice and support to Chief & Council, management and staff on human resource issues. The Human Resources Department at TIB, unlike most other First Nation bands, incorporates a full suite of HR functions.

## HR MISSION STATEMENT

People Matter- to engage in best practice human resource management that enables Tk'emlúps Indian Band to excel.

## HR VISION STATEMENT

The Tk'emlúps Indian Band is recognised provincially as an employer of choice and a model of best practice human resource management.

This vision will be achieved, through consultation and communication with clients by:

- providing high quality professional HR expertise
- being collaborative, consultative and supportive
- fostering and sustaining relationships
- modelling inclusive behaviour in all our services
- aligning our services to the Tk'emlúps Indian Band's core business
- facilitating culture change
- utilising transparent systems and regularly evaluating these
- identifying and responding positively to new challenges

## VALUES

The core values of the Tk'emlúps Indian Band are a commitment to:

- A high performance culture designed to achieve excellence
- Freedom to encourage staff to engage in open

- exchange of ideas and thought
- Continuous improvement through self-evaluation and external review
- Fostering the values of openness, honesty, tolerance, fairness, trust and responsibility in social, moral and cultural matters
- Transparency in decision-making and accountability
- Equity and merit as the fundamental principles for the achievement of the full potential of all staff

Human Resources is determined to provide a quality integrated service by creating a safe, healthy and supportive environment where its own staff are valued, respected and able to realise their full potential. In so doing, Human Resources has further refined the Tk'emlúps Indian Band level values to demonstrate:

**Integrity by** maintaining confidentiality and professionalism, treating others with respect, courtesy and fairness.

**Innovation by** promoting and embracing meaningful change, pursuing excellence and striving to improve our knowledge and skills.

**Diversity by** recognising and respecting the value of human differences, acknowledging and appreciating the contributions of others.

**Freedom of expression by** expressing views without fear of recrimination, encouraging and acknowledging new ideas.

**Team spirit by** communicating openly and honestly in a constructive and a supportive manner sharing ideas and resources.

**Accountability by** taking personal and professional responsibility for our actions, maintaining a consistently high level of performance.

In so doing Human Resources aspires to maintain a positive attitude, sense of perspective and good humour!



# ADMINISTRATION

As the newly established Office Manager for the Administration Department, this is my 1st Annual Report to Membership to provide an overview of what our department has accomplished since May of 2010. To give you a bit of background about myself, as a Band Member and long term employee of 26 years, I have excelled from an entry level position to Management that included over 10 years experience as the Executive Secretary to Chief and Council (C&C).

With intimate knowledge of the Bands history and familiar with Administrative protocol, I was able to implement immediate improvements in various functions to increase efficiencies, decrease costs to meet the ever expanding growth to support the TteS Organization.

I would like to introduce the Administration Support Staff who maintains the needs of C&C and overall administrative functions. As a Team we developed our Administration "Vision, Mission and Value" Statements listed below.

## Administration Staff:

- Main Receptionist: Renee Gottfriedson
- Filing Clerk: Ivy Bob
- Executive Secretary to C&C: Maureen Frank-Cramer
- Secretary to C&C: Harmony Seymour
- Executive Assistant to Chief: Karra Farch
- Sr. Recording Secretary: Tani Proctor
- Recording Secretary: Stephanie Ostrander
- Records Maintenance Assistant: Jules LaRue
- Records Maintenance Assistant: Keri Holbrook

## ADMINISTRATION VISION STATEMENT

"We, the Tk'emlúps te Secwépemc Administration Staff are a professional, dynamic, supportive team dedicated to accomplishing positive change for the future of the organization and the community we serve."

## ADMINISTRATION MISSION STATEMENT

"For the betterment and advancement of future generations, our service oriented team will demonstrate effective communication, focus on our objectives, and

be empowering role models for the organization and community."

## VALUE STATEMENT

"With teamwork, we create action and pride."

Administration will continue to provide the required support needed to advance the large scale goals of the Band. Please find below what our Administration has accomplished over the past year:

## Communications/ Calendar of Events:

- On-going efforts to streamline and increase communications on events and special projects directed from C&C throughout organization and Band membership.
- Streamline all mail and faxes for cost savings and efficiencies.
- Corporate Calendar: On-going efforts to streamline communications for meeting attendance that require C&C, Corporate Executives, Department Managers and various other business responsibilities for quorum purposes.
- C&C Support Staff attend C&C Meetings to get direct feedback on areas of responsibilities to increase efficiencies, communications and action item completions.
- Continual efforts to deal with backlog of C&C Minutes due to increase of meeting, loss of electronic filing from Server issues.
- Developed new and improved Telephone Directory for monthly distributions due to continual movement and/or new hires etc.
- Creating Band Membership Communications Database.

## Technical Improvements:

- Upgrade Administration and C&C workstations with current software for compatibility purposes.
- Created Copier Centre in-house for "Cost Saving" due to various package developments that take place for Business, Special Events and Membership communications.

- Advocated for telephone system upgrade to re-stall a Maintenance Agreement to support the current system and ongoing growth within the organization and CLC areas.
- Established a systematic process for updating TteS Phone Directory on a monthly basis due to continued change of employee's e.g. (On Leave, new hires, re-locating to another Dept, etc).
- Upgraded current Postage Meter Machine with additional equipment to increase efficiencies and time management.
- ICompass:
  - Continual efforts to advocate for need to increase internet speed to support implementation of the software used via internet access (File Management, Agenda Development, Meeting Management and Action Tracking) as well as manage our information more effectively.
  - Increase communications, productivity, cost savings with regards to time management.
  - Improve turn over time with regards to Meeting Minutes, Action Items, Motions, Band Council Resolutions, development, distributing and reporting.
  - Records Management of information coming from C&C Meetings to support the demanding growth of our organization.
  - Enhanced Archive File Management and Search capabilities.
- of Political Meetings dealing with Band Business responsibilities. e.g.: (Policy Development, Board of Directors, Committees, Business Entities, Joint Council, Extraordinary and Special Delegations outside of C&C Regular Meetings).
- Continual effort to support services towards development and completion of backlog meeting minutes.
- Training plan for Staff to improve efficiencies with departmental responsibilities.
- Civic web training for: (Action Item File Management, Action Item Reporting, Agenda Development and Meeting Management).
- Budget Management.
- Managers Meetings: Advocate for streamlining, increase efficiencies, effective communications).
- Standardize and Implement "Templates" used in to increase efficiencies:
  - Briefing Notes for Department submissions
  - Action item Reporting for tracking purposes
  - Business Cards Request
  - VISA Use Request
- Working with Corporate Department on joint tasks for: (Special Events, Procurement, Cost Savings etc).
- Advocating to standardizing voice mail, messaging, phone repairs, and processing management requests.
- Office Supplies and Merchandise: Working with Procurement Coordinator, with direction and support from COO and CFO for cost savings to accommodate C&C, Managers, Staff and various requests to support special events etc.
  - Staff meetings and conducting evaluations etc.
  - Job descriptions and Wage Grid project duties.
  - Standardizing request and meeting needs.
  - Enhanced Archive File Management and Search capabilities.

**Job Descriptions:**

- Reviewed and revamped job descriptions and wage grids for all Administration Staff. Assisted with the clarifications between the different functions between the Administration level of responsibility and corporate level for organization wide plans.

**Office Space:**

- Assisted with completing the relocation of Office Space (Administration Staff, C&C and Corporate) to improved communications access; to increase productivity; to enhance security functions and to create improved as well as enhanced work areas.

**On-Going:**

- Research towards development and implementation of Administrative Policies and Procedures.
- Advocate for software compatibility throughout the TteS Organization for information and communication sharing purposes.
- Continually advocating for additional staffing needs within our Records Department to increase efficiencies due to increase of on-going growth

I would specially like to thank all of the Administration Team for their valued contributions towards making our Band and Community a better place.

# HOUSING

## HOUSING ACCOMPLISHMENTS 2010-2011

- Hired new Tenant Relations Officer;
- Increased staff from 5 Full-Time Equivalents (FTE) to (8.5);
- Installed bear proof garbage cans at phase 8;
- Implemented Septic Cleaning program;
- Implemented Chimney Cleaning program;
- Implemented Painting Program for rental units with eligibility extended to rent-to-owns;
- Replaced windows in phase 8;
- Developed new effective and efficient work order system;
- Completed majority of Elders renovations (approximately 8);
- Completed Procedures and Orientation Manual to accelerate new housing staff learning curve;
- Published 3 editions of the improved housing newsletter and several monthly editions of the Tenant Relations Officer newsletter;
- Completed 16 CEAP retrofits;
- Held November 22-23, 2010 "Housing Policy Says" Workshop;
- Held first ever Property Management Planning Committee meeting with representation from most of the TIB Departments (December 1-2, 2010); held discussion on Elder's housing project and other potential TIB housing projects;
- Joined First Nations Market Housing Fund (Dec 16, 2010);
- Began landscaping planning for phase 18, and Elders units at Tye Park Way;
- Scheduled software installation and training set for March 22-24, 2011.
- Completed Evictions Policy.
- Reported increased customer satisfaction with less overall complaints.
- Held inter-departmental meetings on new energy initiatives and new housing construction.

## POLICY AND PROCESS IMPROVEMENTS

The following are examples of proposed policies that put the onus gradually on the homeowner in becoming self-sufficient homeowners:



- Mandatory Budgeting Workshops,
- Mandatory Home Maintenance Workshops,
- A Maintenance Fee Option Policy for homeowners after they have received sufficient support from the Tk'emlúps Housing Department,
- A One-time Only Policy for tenants who are at fault for maintenance and repair costs,
- An Insurance Deductible Policy to make homeowners responsible for paying half of the deductible where found negligent by the insurance company or the band,
- A Subletting Repair and Maintenance Policy to ensure that only band members who are living in units assigned to them receive the benefits from the Housing Policy,
- A commitment by the Housing Department to work with other Tk'emlúps departments on issues of common concern,
- A revision of the Rental Application process and criteria, and,
- Annual Unit Condition Inspections and Cyclical CMHC Inspections.

## FNMHF CAPACITY BUILDING PROGRAM

- Virtually all of the staff's capacity building will be paid by the First Nations Market Housing Fund, including:
- New Housing Computer Management Software (training component),

- University credits at Thompson Rivers University (TRU) towards a Certified Aboriginal Financial Manager designation (CAFM), and,
- The Certified Property Manager designation (CPM) through the Real Estate Institute of Canada (REIC).
- This will come at no additional cost to the Housing Department.
- administration staff.
- Coordinate with Human Resource Department for training workshops and seminars
- CMHC provided workshops and education for staff capacity building on CMHC Programs

### CAPACITY AND EDUCATION WORKPLANS

- Develop education and work plans for all the

### IMPROVED FILING

- The Housing Department is committed to becoming paperless by the termination date of this Property Management Plan (March 31, 2014).



# EDUCATION

## WORK SEARCH CENTRE

The Tk'emlúps Work Search Centre opened in September 2010 with a goal to provide opportunities and services to Tk'emlúps membership to obtain the education, training or employment services needed to gain employment or upgrade their skills. The centre is managed by Tk'emlúps Indian Band (TIB) Education Department with financial contributions from Shuswap Training and Employment Program (STEP). The resources at our centre can be accessed free of charge by TIB membership. Our centre offers access to assisted services and self directed services. To access our assisted services, you will need to set up an appointment by calling 250-828-9721

- Dessa Gottfriedson, Work Search Administrator.

## FOR MORE INFORMATION

Our centre has a Tk'emlúps Indian Band Membership Email Distribution list. To keep up to date on job postings, various contract positions and training/educational opportunities email Dessa to add your email to the list.

If you don't have an email address, feel free to stop by the Education Department and access our computer lab and we'll help you set one up.

If you like more information please feel free to contact:

*Dessa Gottfriedson, Work Search Administrator*

*Phone: 250-828-9738*

*Fax: 250-314-1560*

*Email: dgottfriedson@kib.ca*

## ASSISTED SERVICES

The Work Search Centre offers employment services through the Work Search Administrator. We now offer the assisted services that are listed below.

### 1. Employment Counseling

An employment counselor with our department can help you to: Assess your interests, aptitudes, and abilities. Access the hidden job market; Upgrade your skills;

Discover the best ways to look for work.

### 2. Training Workshops

The TIB Education Dept. can offer a variety of workshops to assist you with your career planning and work search. Our Work Search Administrator may fund various training workshops for you to attend if you receive a certificate (i.e. First Aid, WHMIS, etc.), it's considered "short-term" and you complete STEP application form.

### 3. Referrals:

The Work Search Administrator can make a variety of referrals to clients to assist you with your career planning and work search. Some agencies that we refer clients to are: Aboriginal Employment Services (AES); Central Interior Training & Apprenticeship Centre (CITAC); New Gold New Afton; BC Aboriginal Mine Training Association (BC AMTA) and School District No. 73.

### 4. Job Development & Employee Programs

Create jobs for secondary and postsecondary students, create opportunities for unemployed members to gain employability skills and access training.

## SELF ASSISTED SERVICES

Tk'emlúps Indian Band offers employment services through the Work Search Administrator and the Education Department. Some of these services are self-directed, where the person can navigate through resources by themselves.

All self-assisted activities must be for "Work Search" or "Career Planning Purposes" only and include access to computers, telephone, fax services, photocopying, and scanning.

## WORK SEARCH CENTRE UPDATE

This year, our centre has funded 8 positions through our Job Development program. As well, we funded 16 band members for training certificate or employment programs.

## **JOB DEVELOPMENT PROGRAM**

**Cori Thomas**, Museum, Office Assistant

**Teresa Baptiste**, Social Development, Receptionist

**Myron Thomas**, Sage Brush Downs,  
Maintenance Worker

**Lacey Camille**, Administration Department, Records  
Maintenance Assistant Trainee

**Vanessa Fromme**, Finance Department, Financial  
Services Assistant

**Simone Paul**, Education Department, Filing & Data  
Entry Clerk

**Lance Jensen**, Housing Department, Carpenter Helper

**Vacant**, Human Resources Department,  
OHS Data Entry

## **TRAINING CERTIFICATE OR EMPLOYMENT PROGRAMS**

- Debbie Bateman - Standard 1st Aid Certificate, OFA Level 1
- Daniel (Boomer) Gottfriedson - Underground Mine Training Program
- Katy Gottfriedson - BCIT Human Resource Management Certificate
- Charolette (Chuck) Jensen - Lateral Violence Facilitator Training
- Tim Jensen - Underground Mine Training Program
- Duanna Johnston - Canadian Association for Child & Play Therapy, Level 2 Certificate
- Barb Jules - BCIT Human Resource Management Certificate
- Gordon Jules - WCB Certified Work Gear & Traffic Control Training
- Jackie Jules - BCIT Human Resource Management Certificate
- Kelsey Jules - Class 7 Driver's License
- Kent Jules - Class 7 Driver's License
- Karin Lampreau-Lysgaard - Class 7 Driver's License
- Kelly LaRochelle - Underground Mine Training Program
- Simone Paul - Class 7 Driver's License
- Cody Tronson - Helicopter Pilot Training

## **K-12 PROGRAMS**

### **Career Fair**

On May 13, 2011 I coordinated a career fair at Norkam Secondary for students in Grade 10-12 throughout school district #73. Tk'emlúps Indian Band Students from South Kamloops Secondary, Valleyview, Beattie, Four Directions, Twin Rivers, Westsyde, St. Ann's and Kamloops Christian School were invited to attend the career fair.

About 40 students attended the Career Fair and there were 19 booths from several different organizations and companies. Lunch was provided by the Culinary Arts program at Norkam and Movie Passes and Chapters Gift Cards were given out for door prizes. The companies that set up a booth also gave out door prizes.

A list of all booths were handed out to the students to encourage them to go to each booth to ask questions about the Career or Service the booth was representing. Once the students completed the sheet their name was put into the draw box to win a door prize.

This was a very successful Career Fair and I would like to coordinate it every year for our students.

### **Mad Science**

My proposal was accepted through the First Nation Education Steering Committee to coordinate a Skills Link Program - Science & Technology. This year I coordinated the Mad Science Program - Lets Explore Science from August 25-29, 2011 at Skelep School. There were 20 kids that attended between the ages of 5 & 12 years old.

The Mad Science Program provides a unique educational and entertaining experience that involves hands on science and technology for children. The program stimulates and educates the child through activities and promotes teamwork and personal management skills. The instructors bring professional equipment to motivate the children to see science a bit differently and encourage them to explore different aspects of science.

The children do activities to learn about using numbers, problem solving, positive attitudes, responsibility, safety, team work, communication, and managing information. They explore what they can be when they grow up through chemistry they can be a doctor, chemist, pharmacist, lab technician through rockets and space they can be an astronaut or astronomist; through detective science they can be a CSI investigator, police officer, or tracker; through earth awareness they can be an environmentalist, park ranger, biologist, or veterinarian. I prepared and provided healthy snacks, lunch, and drinks everyday to keep the children well nourished. This is a program that I highly recommend doing every year. The children learn a lot and have lots of fun doing it.

### **Pre-School Reading Program**

This is one of the most exciting and a beneficial program that I have coordinated and will work very hard to



ensure it continues. Sarah Doucet, a Thompson Rivers University (TRU) student was recommended by staff at TRU to come and meet me about starting up a reading program for preschool children on the Kamloops Indian Band Reserve.

Sarah and I met with Wendy Bruzzese at the Little Fawn Daycare to discuss how we wanted the program to be administered. Sarah comes into the daycare 3 times a week for one and half hours and works with 8 children, one at a time, teaching them how to read. She started on July 28th and will be working with the children until August 31st. I provide the book "Teach your Child to Read in 100 Easy Lessons" that I get from Chapters book store. The funding for this program is provided by the First Nation Education Steering Committee New Paths Parental Engagement.

Sarah met with the parents of the children and went over how to use the book. The parents also work at home with their child.

During the program Sarah will be mentoring one staff member from the Little Fawn Daycare to keep the program going. At the end of the program Sarah will be taking the children and the parents to the library on a field trip.

Roberta Regnier, K-12  
Coordinator

## SUMMER STUDENT EMPLOYMENT MENTORING PROGRAM

### Purpose of the Program

The purpose of the program is to provide the Tk'emlúps youth with meaningful work experience that further developed their employability and skills. The program was designed to open the world of higher work education for TIB secondary students.

The program was guided by the principles of respect, reliability and responsibility. There were clear benefits to each of the departments for mentoring a summer student, such as gaining a new and motivated member of staff, bringing new skills and perspectives to the departments and encouraging the professional development of our next generation.

Mentoring immersed each student in the world of work, where they got first-hand information about job skills and careers. Mentoring provided exciting reasons why students should stay in school. It created a critical link between education and success.

The Summer Student Employment Program was very successful this year. As the program coordinator, I worked closely with the TIB youth summer students to assist them in further developing their employability skills. The program not only offered the youth hands-on work experience, provided them with skills upgrading, but also provided them with certification upgrading. In our program the youth were trained and certified in the following: level 1 First Aid, WHMIS, Food Safe and babysitting with CPR.



The students were also placed in (2) different work placements throughout the summer. This allowed each student to be exposed to different areas and departments within the Tk'emlúps Indian Band Administration office. In these placements, the students were given as much responsibility and diversity in their work as possible. As well, they were mentored by supervisors who provided a supportive working environment that allowed them to become self-sufficient.

By the end of the program, each student who completed the program was given the opportunity to further develop their professionalism, including: dressing appropriately for work, attending work on time and regularly, having a sound work ethic and communicating well with others.

Feedback given by the students and the supervisors confirmed another successful year administering the program. There was a strong support for continuing the program by mentors and departmental managers. The mentors felt it was a very good experience for our youth as it exposed them to different realities in the work force while offering them the opportunity to experience different areas of work.

I would like to thank all the TIB Staff and departments who took on the mentoring task and shared their work experience and knowledge with our youth. All support toward the program was greatly appreciated and I look forward to another successful year next year.

-Joshua Gottfriedson

## **LITTLE FAWN DAYCARE**

This past year has been very busy for the daycare. Here are some highlights from what we have been up to. In January the children of the 3-5 room celebrated Chinese New Year by having lunch at Dynasty Garden.

In February the Infant, Toddler and 3-5 children had a Valentines party where they exchanged their cards and had treats.

In April the children were also able to create Easter Bunny hats and decorate cupcakes. They were also able to find Easter egg treats that were scattered around the classroom and at the Powwow grounds.

On May 19th we had a very special guest come to the Daycare. Her name is Angela Roy from Expressions and she set up an African Drum session with the children. We had the whole center come to the daycare and

participate at this event and a great time was had by all.

On June 10th the daycare was invited to Skelep School of Excellence to participate in their annual Powwow. We had ribbon dresses for the girls and ribbon shirts for the boys. This was a wonderful event followed by a lunch for everyone. The children were presented with a Skelep School of Excellence lanyard and a medicine bag full of sage. We were very fortunate that Skelep School of Excellence extended this gracious welcome and allowed us to share in the children's wonderful culture which is so crucial to their development.

We celebrated our Daycare Children on June 29th and we had a fun day for them outside from 9:00-12:00 noon. The theme for this year's event was "Pirates." There were arts and crafts which included making pirate hats and pirate telescope, water play, bubbles, face painting, potato sack races, fishing pond, ring toss and a water slip and slide. The children went on a treasure hunt and were able to hunt for gold, jewels, toys and even a Pirate Ship cake. We also had Lollypop the Clown stop by and entertain the children. She was a big hit. We had a bouncy castle for the children to play in from Fun Factor. This was one of the highlights of the day! Children and staff dressed up as pirates and fun was held by all. The parents said how much they appreciated the Daycare doing this and their children talked about this "Fun Day" for many days. It was great to have received such positive feedback from the parents.

During the month of July we also welcomed Sarah Doucet to our center; she is a third year Thompson Rivers University student whom is taking her English 1290 which is a Business and report writing course. As a requirement of this course Sarah chose to set up a pilot project and volunteer her time by working with three or four pre-kindergarten children in both the 3-5 and afterschool room by teaching them to read using the book, "How To Teach Your Child To Read in 100 Easy Lessons". This wonderful program involves the teachers, children, and parents.

In October we will have our annual Halloween party and go trick-or-treating around all of the buildings. This is an opportunity for the children to dress up in their finest and spookiest costumes and have fun.

In December we will hold our annual Christmas Concert and Luncheon for the parents and children. This event is very special to children of all ages as the children in both the Toddler and 3-5 rooms get to sing and perform

songs and skits they have practiced for weeks. We also have a visit from Santa Clause himself and he makes sure to give every child at this event a wrapped toy. This event is followed by a lovely hot meal which has been catered by one of the caterers in town.

## **LANGUAGE**

### **Louella Jules, Language Coordinator**

Louella's passion for preserving the Secwepemc language can be traced back to her fluent speaking grandparents who raised her. Louella brings her years of education, experience working with First Nations organizations and her resolution to revitalize the Secwepemc language to her position. Louella has written a number of successful proposals to promote more fluent speakers of the language. Louella's grandmother's teachings demonstrated to her the importance of higher education and working for the Secwepemc people.

### **First Nations Education Committee (FNESC) "Developing a Secwepemc Language Certificate"**

The Tk'emlúps te Secwepemc Education Department was interested in exploring the possibility of securing a partnership and drafting a partnership agreement with an institution to develop an Indigenous Language Certificate (I.L.C) on behalf of the Tk'emlúps Indian Band.

Stage one in "Developing a Certificate Program in Indigenous Language Revitalization for Secwepemctsin" has seen the continued position of a Coordinator to oversee the planning, development and coordination of an I.L.C program for teachers of Secwepemctsin and those whom are interested in learning their indigenous language with the core component of the program to build on language fluency.

The main goal of this project is to develop the foundation for the establishment of the I.L.C. program in Secwepemctsin with the core component of the program to focus on language fluency, that ladders into higher education programs to be managed jointly by Tk'emlúps te Secwepemc and an institution that offers accredited education programs. The I.L.C. program will ladder into higher education programs that allow Secwepemc people to earn certification from BC College of Teachers to teach Secwepemc language and culture.

The intention is that, upon completion of "Developing a

I.L.C. for Secwepemctsin", the Tk'emlúps to Secwepemc will have the necessary framework in place to deliver a I.L.C. program for First Nations language teachers and that the stock of Secwepemc Language teachers will be increased.

The development project has included consultations with communities across Secwepemc ( Secwepemc Nation) to secure partnerships, consult, select, securing a partnership and drafting a partnership agreement with institutes (Nicola Valley Institute of Technology, NVIT)) and other post secondary education institutions with certified education programs and Tk'emlúps te Secwepemc, establishing a Secwepemc I.L.C. Advisory Committee, establishing panel of fluent speakers (Elders) for assessing fluency and consultations with the BC College of Teachers. One of the main purposes of developing the I.L.C program with an institute such as NVIT is to explore the idea of adopting the NVIT model and adapting it to Secwepemc community language content focused on intensive language fluency program for the community to increase the fluency of language teachers.

The Tk'emlúps te Secwepemc band proposal submission has been granted for the delivery of term I of the Secwepemc Indigenous Language Certificate of this fall.

### **New Horizons for Seniors (NHFS) - "Wisdom of the Stkelupsemc Grandparents"**

A Grandparents Group of Secwepemc Elders will come together to share traditional cultural knowledge and language in an immersion setting for the purpose of developing community specific culturally relevant linguistic curriculum and instructional resources for utilization in classrooms and future cultural immersion programs within the territories of the Stkemlupsemc. Fluent Elders will lead cultural and language activities and workshops. This will bridge the gap for interrogational learning of the culture and language between youth, their families and elders in the community.

Cultural programming - Tk'emlúps does not have an Elder's group that meets consistently to plan for cultural or language initiatives, nor meets with the youth, their families to exchange cultural and language information or culturally relevant programs.

Last year a Language Coordinator was hired to coordinate language and culture initiatives for the community to help bridge to gap between the Elders

and youth and their families.

The Stkemlupsemc Grandparents Group has been established with the neighboring Skeetchestn Indian Band to promote intergenerational traditional cultural and linguistic relevant Secwepemc language curriculum and resources to be shared between the two communities.

Due to lack of fluent speaking Elders within the Tk'emlúps Indian Band, and establishing the Grandparents Group makes this project unique because joining forces with the Skeetchestn Indian Band allows us the benefit of cultural and linguistic knowledge from the Elders of both communities. It is only with the Elders participation that will make this a success.

Partnering with the Skeetchestn Indian Band to build a relationship with their Elders by establishing a Grandparents Group will build capacity in order to build sustainability of the Secwepemc language and enable us to implement a yearly family cultural immersion program and Secwepemc cultural and language curriculum and resource development team.

### **First Nations, Urban Aboriginal and Metis Early Childhood Development Steering Committee - General Project Enhancement Grant - "Ts'e7i7elt re Secwepemctsin Cseyseten"**

In 2010 the Tk'emlúps te Secwepemc Education Department launched its first attempt in offering language immersion at the nursery level. The nursery operated at 50% immersion. In order to continue to build a high level of oral language proficiency in Secwepemctsin and programming, the development of resources is needed for this age level.

The funding for developing age and stage appropriate story and song books that depict Secwepemc language and culture content are in progress and will help the child's development of a positive self-image and sense of self as a First Nation person.

-Louella Jules

### **WORK CENTRE COMMUNITY SURVEY**

Recently, a community survey was administered to gather important information on the skills, certificates, licenses and education our community has. We also got feedback on what programs on-reserve members would like the work search centre to offer. All personal information gathered from this survey was confidential. Below is the general information and results obtained from the survey.

### **SK'ELEP SCHOOL OF EXCELLENCE**

Sk'elep School maintained enrolment at 129 students for the 2011/2012 school year. Class composition includes larger primary classes (Kindergarten to Grade 3) and smaller intermediate classes (Grades 4 to 7) this year. Sk'elep School maintains two school buses with routes to the Downtown, Summit & North Shore areas and Sk'elep students also ride the TteS school bus with service on the TteS reserve. The majority of the school population is provided transportation by school bus to and from the school, as well as from afterschool activities and afterschool academic support programs. All students are provided with a healthy breakfast and hot lunch every day.

#### **Shuswap Language:**

The Shuswap Language Mentoring Program successfully implemented two Shuswap Language Programs this year; a primary (K-3) and intermediate (4-7) program. The model includes a certified Shuswap teacher as mentor and a support worker as mentee working side by side to deliver the Shuswap learning outcomes. The mentors and mentees are supported with instructional and planning strategies by a Shuswap Language Coordinator. Teachers remain in the classroom with their students and participate in the lessons to develop Shuswap Language skills. Students are provided with opportunities to showcase their Shuswap Language skills at the Christmas and Spring Concerts. Students practice drumming and singing weekly and perform at monthly Recognition Assemblies and morning circle on Mondays and Fridays.

#### **Technology:**

Sk'elep School has enhanced technology this year with the addition of an electronic whiteboard (SMART board) in each of the grade 1 to 7 classrooms. There are also SMART boards in the Shuswap Language classroom and the technology lab. The Kindergarten and grade seven classrooms each have a 'pod' of computers for daily student use. As well, the school has a fully equipped technology lab that includes listening stations, individual work areas and additional access to computers in the library. Administration has implemented Google Calendar and Google Documents for school wide electronic communication.

#### **Professional Development:**

All staff of Sk'elep School of Excellence participates in a week long professional development retreat prior to the start of the school year. A focus on teaching and assessment strategies throughout the school

year includes five days allotted for staff professional development. This year, school staff has attended professional development in the areas of planning, classroom management and communication. They have attended workshops with speakers such as Dr. Robert Marzano and Dr. Martin Brokenleg and continue to learn new strategies to support their professional growth plan goals.

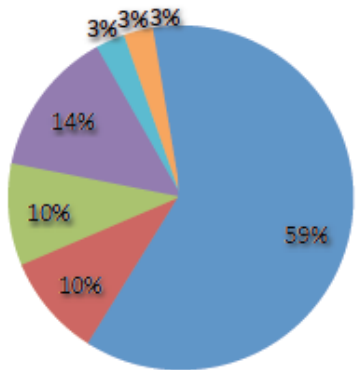
### Academic Programs:

Sk'elep has implemented several new academic

programs in the areas of writing, reading and vocabulary in the last few years, with the most recent being the launch of a school wide math program this fall. As part of the school growth plan goal, to provide parents, staff, Sk'elep Board of Governors, TteS Chief & Council and community members with data to ensure how well students are progressing, the school began collecting writing data last year and will collect benchmark math data this year. Below is the 2010/2011 summative school wide data assessed with the BC Performance Standards.

Employment Status	Number of Members	Percentage
<b>Full Time</b>	43	59%
<b>Part Time</b>	7	9%
<b>Occasionally</b>	0	0%
<b>Unemployed</b>	7	9%
<b>Social Assistance</b>	10	14%
<b>Retired</b>	2	3%
<b>Disability</b>	2	3%
<b>Other</b>	2	3%

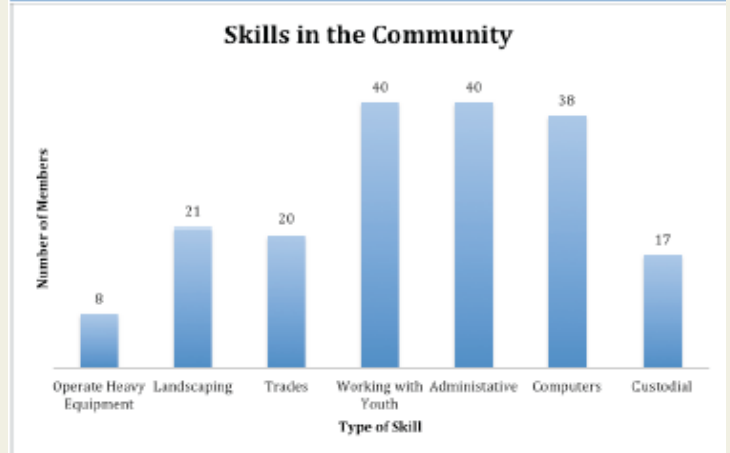
### Employment Status



- Full Time
- Part Time
- Unemployed
- Social Assistance
- Retired
- Disability
- Other

Contract Work	Number of Members	Percentage
<b>Interested</b>	42	58%
<b>Not Interested</b>	31	42%

Would Like to Receive Emails Regarding:	Number of Members	Percentage
<b>Jobs</b>	40	55%
<b>Contract Work</b>	37	51%
<b>Training/Courses</b>	47	64%



Name of Course	Number of Members	Percentage
<b>Cashier Training</b>	16	22%
<b>Food Safe</b>	41	56%
<b>H2S Alive</b>	8	11%
<b>Flagging</b>	10	14%
<b>Confined Spaces</b>	5	7%
<b>First Aid Level 1</b>	29	40%
<b>First Aid Level 2</b>	2	3%
<b>CPR C</b>	3	4%
<b>S100</b>	9	12%
<b>Work Safe</b>	20	27%
<b>WHIMIS</b>	28	38%
<b>Driver's License</b>	8	11%
<b>Driver's License Class 7L</b>	6	8%

# LANDS, LEASE, TAXATION

## MISSION STATEMENT

To maintain a high level of efficiency with respect to all land transactions and leasing, as per the delegation of authority under section 53 and 60 of the Indian Act, property taxation administration as per the KIB Property Tax Law, and KIB Property Assessment Law and environmental stewardship in accordance with provincial and federal regulations on the Kamloops Indian Reserve ("KIR").

To provide Chief and Council, TteS internal departments/entities and band membership with expertise in lands management, property taxation and environmental sustainability.

To maintain an ongoing communication network with Indian and Northern Affairs Canada ("INAC"), First Nations Tax Commission, external agencies, other First Nations and related Associations.

To continue a good rapport with the lessees, locatees, user groups, rate payers, permittees, and occupiers with land and leasing activity within the KIR.

To manage an accurate record keeping system, and up to date computerized programs for effective retrieval of documents, and information.

To enable staff to obtain required and specialized training in all aspects of related fields.

To provide a model land management system, property taxation system, and environmental management that other First Nations can rebuild for their own communities.

To embrace the Secwepemc culture in the development of KIR lands.

We are the caretakers of Tkemlupsullcw and preserving Tkemlupsullcw for future generations.

## OVERVIEW OF OPERATION PLAN

The LLTX lands and leasing section operational plan for the fiscal year 2011/12, pertains to the administration of the delegation of authority under section 53/60 of the Indian Act which I will note is a contribution funding and not a flexible transfer payment. This includes any lands transactions as outlined in the delegation of authority such as leasing, transfers, sub-rights and sub-interests. These transactions form the basis of our devolution of funding to carry our land management authority. As well, some projects fall out of the 53/60 delegation such as the additions to reserve, section 35 takings (highways), and environmentally contaminated sites. The budgets for the lands, leasing and environment which are separated as follows: lands, leasing, FNA4LM Travel, and Environment.

The LLTX property tax section operational plan for the fiscal year 2010/11 is consistent with the objectives as set out in the department's mandate for property taxation and servicing agreements. The mandate is to administer the Kamloops Indian Band's laws for property taxation, development approval process, etc., and the servicing agreements with the City of Kamloops. As well, some projects relevant to the laws such as the servicing agreements.

Further, the property taxation section budget for the LLTX is separated into eight (8) different departments, as follows: KIB General, G&M/Leonard Estates, Silver Sage, Sage Meadows, Paul Lake/Gottfriedson Estates, Charlie Wah/Seven-Mile, Tagish, Wind Chimes, and Fire Protection.

## STRATEGIC PLAN STATUS 2011

### Amendment to Section 60 of the Indian Act

- Amendment to Section 60 (management of reserve) the LLTX will be able to streamline developments more effectively with the need for only 2 Chief and/or Councillors signatures on locatee assignments, mortgages and assignments.
- In addition the band will be able to handle more sophisticated leases over 25 years, and up to 49 years.

- Section 49 estates authority to handle administrative transfers by way of will.
- Locatees will have the option of having pre-paid leases at fair market rent (with an appraisal)
- 1st referendum vote held on February 19th, we required a double majority

Out of 811 eligible voters we had 161 voters

1. 143 voted in favor
2. 13 voted no
3. 5 spoiled ballots

- TteS is able to go forward with a 2nd vote since the majority of those who voted, did vote yes on September 28, 2011.



### Development of Lands Acquisition Strategy

- Mt. Lolo ('Etsxem' (Vision Quest/Training) ATR
  1. Road encroachment by the Jafferries
  2. Section 28(2) permit to BC Hydro
  3. All other requirements complete
  4. INAC anticipates that Mt. Lolo will be added to reserve this year (2011)

### Spiyu7ullucw ATR

- Survey of lands, roads, water ways, utilities
  1. 55 separate parcels of land
  2. East Shuswap Road
    - transfer to MoT and compensation to TteS
  3. Close Harper Ranch/Pinantan Road
  4. Potential completion by summer 2011

- Environmental Assessment – Phase I – waiting on survey

1. Water ways
2. Species at Risk – Western Rattlesnake
3. Current/past uses
4. Leased/permitted uses
  - Legal – waiting on survey
  - Appraisal – waiting on survey
  - ATR Process with INAC

### Rayleigh and Westsyde ATR

- Legal transfer of lands to KIBDC in September 2010
- Outstanding environmental clean up
  1. Department of National Defense is working with City of Kamloops and Ttes on the removal of all munitions
- Survey – confirmation of requirement to have a CLSR Plan
- ATR Process with INAC

### Develop communications strategy

- To expand on the property taxation portion with more background information and the tax cycle
- Information packages with the leasing process, execution checklist, environmental terms of reference, forms, application, with business cards of all contacts, and applications.
- Include in website the leasing process, execution checklist, environmental terms of reference, forms, application, schedule of fees
- Environmental assessment forms, environmental process, environmental management plan forms, spills report forms on the website
- To expand on the property taxation, add tax cycle and background on the website.
- Leasing opportunities with CLC after the master plan and guidelines are completed on the website
- Leasing opportunities with 7-Mile after the master plan and guidelines are completed on the website

### Kukwstese'tsemc (Thank You)

# FINANCE

The Finance Department Team has been working very hard to ensure the Band's operations and strategic initiatives flow seamlessly through efficient time management, financial accountability and thoughtful planning. There were notable projects that were implemented, completed, and others that continue to focus on community success. All share a common goal which is to provide timely and accurate reporting, increased customer service for our Membership, our valued customers, and our organization.

Interdepartmental collaboration is key; therefore, through the efforts of all of our departments and business units, we have increased communications for a more productive working environment. This collaboration benefits the Membership directly as can be seen through the Annual Report.

Notable efforts in all areas of responsibility in the Finance Department have proven successful in the following areas:

- Streamlined monthly reconciliation process
- Improved internal financial reports including monthly departmental variance reporting
- Segregation of Property Taxation database
- Fixed Assets Software
- Progressive efforts to go green – Paperless
- Improved work plan timelines for audit preparation

- Funding and Revenue Management – Funding Officer joined our team
- Customized reporting options and ongoing software integration process
- Providing more payment options for our customers
- Business and Taxation Collections - Improved partnering and effectiveness between the Finance and Lands Departments through regular monthly interdepartmental meetings where staff from both departments making concerted efforts to collaborate on completing timely land transactions; carrying out collection proceedings; cancelling leases and conducting evictions, where required for non-payment of monies owed to the Tk'emlúps te Secwépemc (Kamloops Indian Band)
- Social Housing Collections – identified Collections process, master database, client counseling and home assistance, customer statement audit, Budget and Credit Workshops, monitor accounts daily
- Consistent employee communications regarding benefits and pensions
- Hosted Manulife Pension Plan sessions for employee's
- Plan to host MGI Benefit program information sessions for employee's
- Continually updating to keep current with legislative changes through the Canadian Payroll Association regarding CRA and Employment Standards
- Progressive efforts in Accounts Receivable process and Collection Policy development







# CFO'S MESSAGE

I am pleased to present the 2010 – 2011 Annual Financial Report for the Tk'emlúps Indian Band.

2011 was a year of transition for the Band. By year-end a new Chief Executive Officer (CEO) had just been welcomed and hiring a new CFO and Chief Operations Officer (COO) was in process. Clearly, this turnover of three senior management positions created hurdles for Chief and Council and for staff to overcome.

Despite these challenges, there were many achievements by the dedicated and talented staff, volunteers and community members who came together this past year to move forward the mission, vision, goals and ideals of the Band. Many staff put in extra effort to ensure services were maintained with the high quality that Band Members have come to expect.

Chief and Council are accountable to the members of the Band and must demonstrate that they are acting in the best interest of the community with the programs implemented and by ensuring that the Band is financially secure. Through senior management, Chief and Council oversee activities to ensure these overarching goals are being achieved.

Our financial team is focused on improving this accountability to the membership by consistently

improving the financial reporting, making it more clear, more transparent and more timely.

In 2010-2011 we have strengthened cost control management through the addition of a procurement officer. In centralizing this function we have already realized cost savings in many areas.

The Tk'emlúps Indian Band manages a large number of programs and services on behalf of its members, including certain significant projects that will have long-term benefits for the membership.

In 2011 the most financially significant of these was the completion of phase one of the waste water sewer extension, with a total cost approaching \$10 million. Investments were also made in our Douglas Reserve initiative and other rights and titles strategies that we firmly believe will provide long-term benefits to the membership.

As the brand new CFO, I am thankful for the welcome I have received and excited about the work yet to come. I feel confident that I have the support and the right team in place for the Tk'emlúps Indian Band to do truly incredible things in the coming year and beyond.

Douglas Rae, CA  
Chief Financial Officer



# 2010-2011 FINANCIAL REPORT

Our financial statements are intended to assist readers to evaluate how Band resources are being managed. They compare the deployment of financial resources against budget and past performance. They include a Statement of Financial Position, Statement of Operations and Accumulated Surplus and a Statement of Cash Flows.

## FINANCIAL OVERVIEW

### Audited Consolidated Financial Statements

The Band is committed to providing accurate financial reports that enhance stakeholder trust and confidence. The following discussion and analysis provides information in support of the 2010/2011 Audited Consolidated Financial Statements and is intended to enhance understanding of the economic resources, obligations and accumulated surplus of the Band. It is supplementary to the financial statements and should be read in conjunction with the Consolidated Financial Statements, accompanying notes and supplemental information.

The Band is responsible for the accuracy of the data and the completeness and fairness of presentation, including all disclosures. The report provides readers with an overview of the ongoing financial and operational performance of the Band.

The Consolidated Financial Statements are prepared in accordance with generally accepted accounting principles for local governments, as required by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants and by INAC. They report the Band's actual financial activities in comparison to planned activities and the resulting financial condition of the Band. They are not intended to replace a variety of other financial reports used in planning, analysis and decision-making, nor are they intended to be the sole measure of the Band's performance. Rather, they present financial information that is useful in evaluating the Band's financial condition at the end of the accounting period and its financial performance during the accounting period.

### The Independent Audit

Attached to the Consolidated Financial Statements is an Independent Auditors' Report from the external auditor, KNV Chartered Accountants, LLP. The role of the external auditor is to present an independent opinion as to the fair presentation of the Band's financial position and operating results and confirm the financial statements are free of material misstatement. The auditor is also responsible for advising management and the Finance Committee of any control or operational deficiencies that may have been identified during the audit process.

The Finance Committee is a committee of Chief and Council to oversee the financial and business affairs of the Band. Meetings are open to the membership except for those items deemed to be "in camera" and the Chief and Council must, by resolution, receive the minutes from the Committee meetings. The Committee is responsible for appointing/dismissing the external auditor; reviewing the terms of the audit engagement, fees and scope of the audit and any non-audit services contracted, and evaluating the performance of the auditor. The Committee also reviews the financial reports of the wholly owned business entities of the Band. The Committee has the authority to request from management additional specific reports or analysis as needed to fulfill this mandate.

### The Financial Statements

The Consolidated Financial Statements are presented to the Finance Committee. The second and third quarter consolidated financial results are also made available to the Committee. In addition, the Committee meets periodically with the external auditor and management to discuss the deficiencies identified during the audit, the scope and timing of the annual audit work and to determine whether specific findings or other related matters need further investigation or audit.

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## INDEPENDENT AUDITOR'S REPORT

To the Members of,  
Kamloops Indian Band (known as Tk'emlúps Indian Band):

We have audited the accompanying financial statements of KAMLOOPS INDIAN BAND which comprise the summary statement of financial position as at March 31, 2011 and the summary statements of change in net financial assets, operations and accumulated surplus and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatements of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, these statements present fairly, in all material respects, the financial position of KAMLOOPS INDIAN BAND as at March 31, 2011 and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

A handwritten signature in dark ink, appearing to read 'KNEW', is positioned above the printed name of the firm.

July 26, 2011

Chartered Accountants LLP

 Members of the Institute of  
Chartered Accountants of British Columbia

Independent Member Firm of DFK International  
A worldwide association of independent accounting firms 

## 2010/2011 Independent Auditors' Report

In 2010 – 2011, the Kamloops Indian Band once again received an unqualified audit opinion on its Consolidated Financial Statements. The Independent Auditors' Report and consolidated financial statements are required to be submitted to INAC by a July 31st filing deadline. We are proud to report that this occurred for the 2010/2011 fiscal year end.

# 2010/2011 CONSOLIDATED FINANCIAL STATEMENTS

The Statement of Financial Position reports all of the assets held and the liabilities owed by the Band at the point in time at the end of the fiscal year. The difference between the total assets and total liabilities is classified as accumulated surplus. Although the focus of the Band is not solely to accumulate surpluses, in general, gauging increases and decreases over time is one way to assess financial health.

The following sections provide an analysis of the 2010/2011 financial statement and supplemental financial information. The dollars quoted are approximate and are intended to account for only the significant part of the variances being discussed. Some key highlights are:

## NET FINANCIAL ASSETS

(Financial Assets less Financial Liabilities)

The Net Financial Assets remained strong, with a decrease of \$4.6 million to \$11.8 million largely due to:

- Cash (decreased by \$0.9 million) as a result of investing Band dollars into certain capital projects and infrastructure improvements. This was done in conjunction with obtaining external financing and contributions.
- Accounts receivable (decreased by \$1.6 million) mainly due to efforts at collection and improved timeliness of payment.
- Capital lease receivable (decreased by \$2 million) was collected in full during the year.
- Investment in Limited Partnership (increased by \$0.3 million) as a result of the profits realized by the Tk'emlúpsmc Forestry Limited Partnership.
- Long-term debt (increased by \$0.8 million) resulting from proceeds obtained from external financing of large capital projects, net of principal repayments made during the year.

## NON-FINANCIAL ASSETS

Non-Financial Assets consist mainly of tangible capital assets, or “physical” assets (such as buildings, vehicles, equipment, etc.). The reported value for these assets has been restated in the current year to conform to new accounting standards. The change increased

the comparative figure for 2010 by \$11.5 million to \$27,796,740, to include the fair value of contributed tangible capital assets not previously recorded under the old rules.

During the current year, tangible capital assets increased by \$8.4 million, primarily due to the addition of \$9.6 million in costs related to the waste water main trunk line construction and other acquired equipment, less \$1.1 million in amortization expensed.



## KAMLOOPS INDIAN BAND CONSOLIDATED STATEMENT OF FINANCIAL POSITION

As at March 31, 2011

<b>FINANCIAL ASSETS</b>	<b>2011</b>	<b>2010</b>
Cash	\$2,204,070	\$3,121,561
Funded reserves	1,246,312	1,343,303
Ottawa trust funds	647,310	609,585
Trust funds	209,742	209,731
Accounts receivable	1,784,137	3,461,922
Capital lease receivable	-	2,034,765
Property taxes receivable	1,249,980	1,532,771
Long-term investments	579,312	508,695
Investment in partnership	65,230	-
Advances to related entities	14,107,898	13,582,368
<hr/>		
Total financial assets	22,093,991	26,404,701
<b>FINANCIAL LIABILITIES</b>		
Accounts payable and accrued liabilities	2,243,557	2,267,122
Deferred revenue	1,740,020	1,849,365
Long-term debt	5,030,882	4,253,423
Investment in business enterprises	1,229,899	1,283,171
Investments in partnership	-	286,826
<hr/>		
Total financial liabilities	10,244,358	9,939,907
<b>NET FINANCIAL ASSETS</b>	<b>11,849,633</b>	<b>16,464,794</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets	36,230,630	27,796,740
Prepaid expenses	950,454	785,419
<hr/>		
Total non-financial assets	37,181,084	28,582,159
<b>ACCUMULATED SURPLUS</b>	<b>\$49,030,717</b>	<b>\$45,046,953</b>

# SUMMARY STATEMENT OF OPERATIONS & ACCUMULATED SURPLUS

This statement reports the Band's changes in economic resources and accumulated surpluses for 2010/2011 by significant operating area. The difference in the revenues and expenses is reported as the change in accumulated surplus. Operating activities are reported on an accrual basis as the underlying event giving rise to the revenue or expense occurs, regardless of the timing of the related cash flows. Thus revenues and expenses reported in this statement includes items that will result in cash flows in future fiscal periods (for example, uncollected taxes and services rendered but not yet paid).

## KAMLOOPS INDIAN BAND

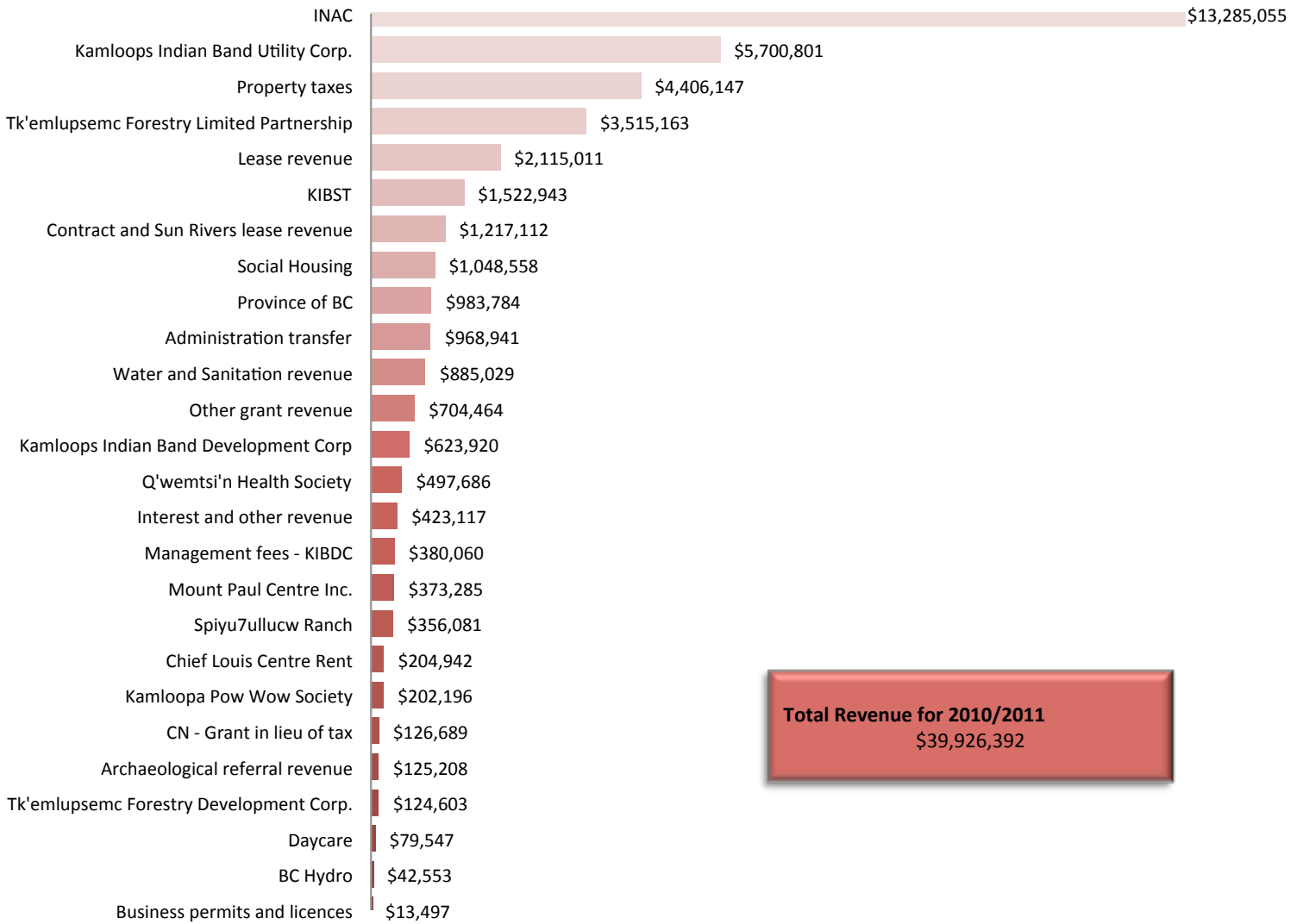
Summary Statement of Operations and Accumulated Surplus  
For the Years ended March 31, 2011 and 2010

	Accumulated Surplus March 31, 2010	I.N.A.C. Contributions	Total Other Revenue	Available Funds	Current Expenses	Annual Surplus	Transfers From (To) Other Funds	Accumulated Surplus March 31, 2011
Band Operations	\$13,864,491	\$13,285,055	\$14,655,592	\$27,940,647	\$23,365,187	\$4,575,460	\$(9,614,255)	\$8,825,696
Social Housing	(244,218)		1,048,558	1,048,558	1,293,382	(244,824)	(17,745)	(506,787)
Business Enterprises	(1,283,171)		7,380,886	7,380,886	7,327,619	53,267		(1,229,904)
Business Partnership	(286,826)		3,515,163	3,515,163	3,163,107	352,056		65,230
Non-operating funds	32,996,677		41,138	41,138	793,333	(752,195)	9,632,000	41,876,482
	\$45,046,953	\$13,285,055	\$26,641,337	\$39,926,392	\$35,942,628	\$ 3,983,764	\$NIL	\$49,030,717

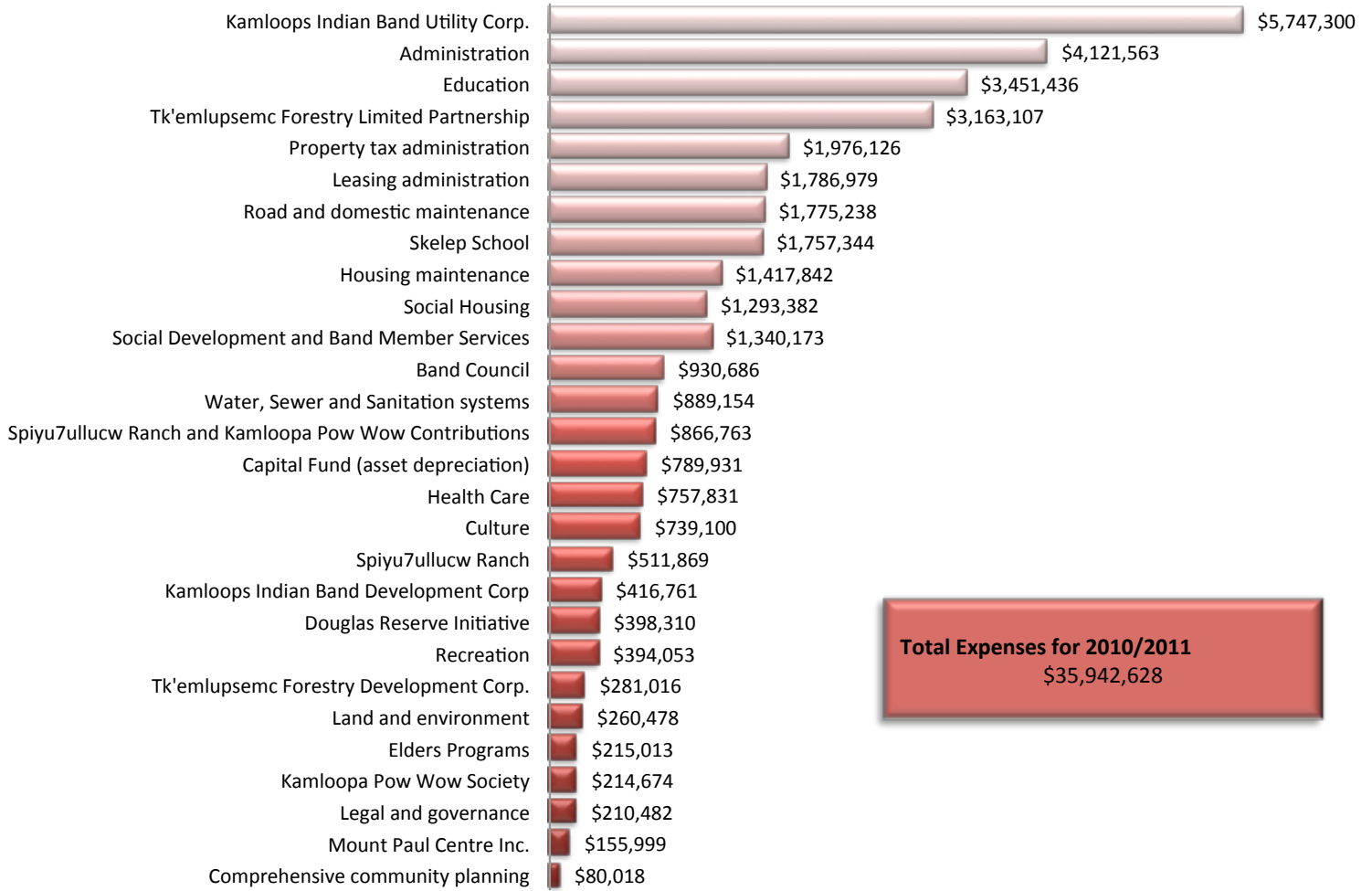
The Band is focused on the delivery of services to band membership and, to that end, the analysis of the statement of operations is presented in chart format to represent where dollars were collected in revenue and how those dollars translated into service delivery areas.



## 2010/2011 Revenue Sources



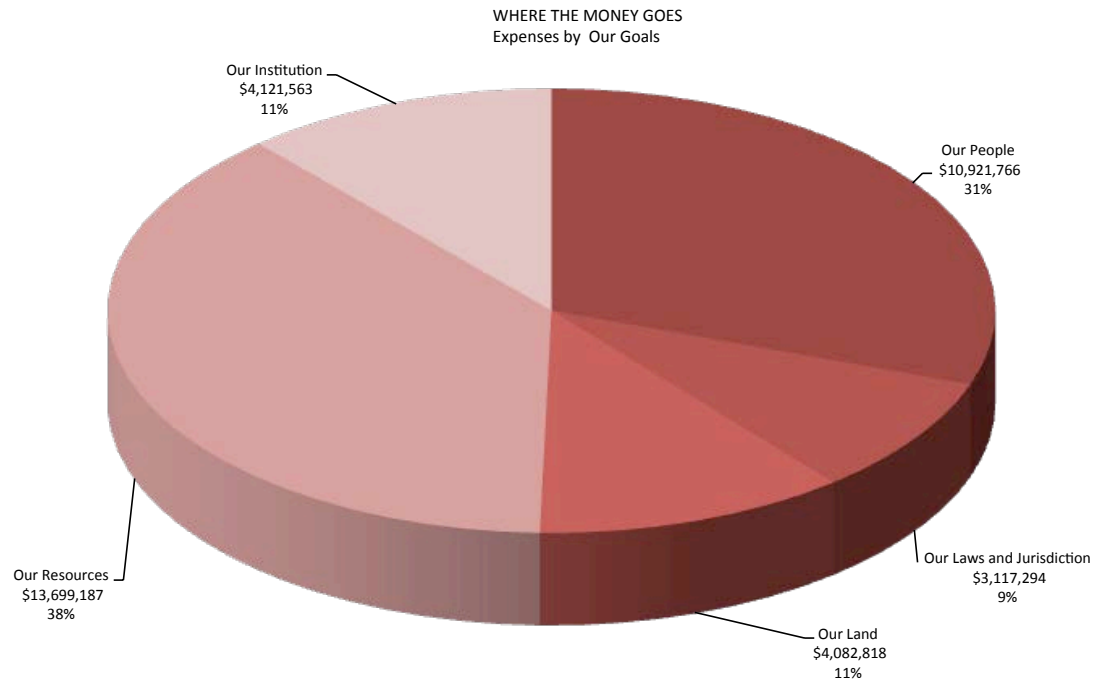
## 2010/2011 Spending Allocation



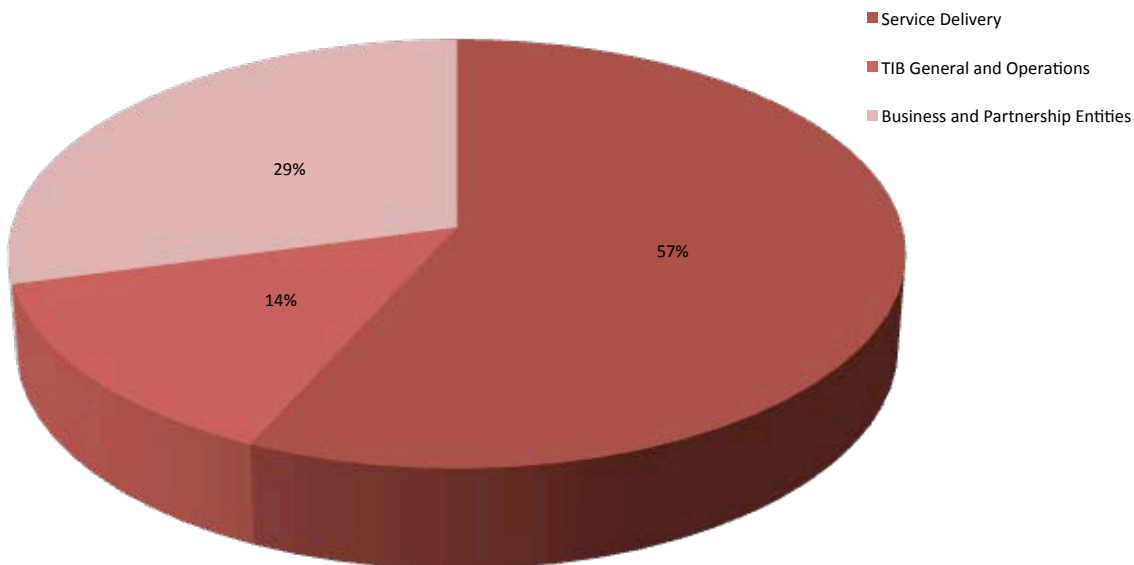


# FINANCIAL STATISTICS

Key financial statistics include the breakdown of how many dollars are spent in the significant functional areas of the TIB ("Spending by Function") and how the KIB Sales Tax dollars were allocated in accordance with BCR #98 – 073 (June 30, 1998):

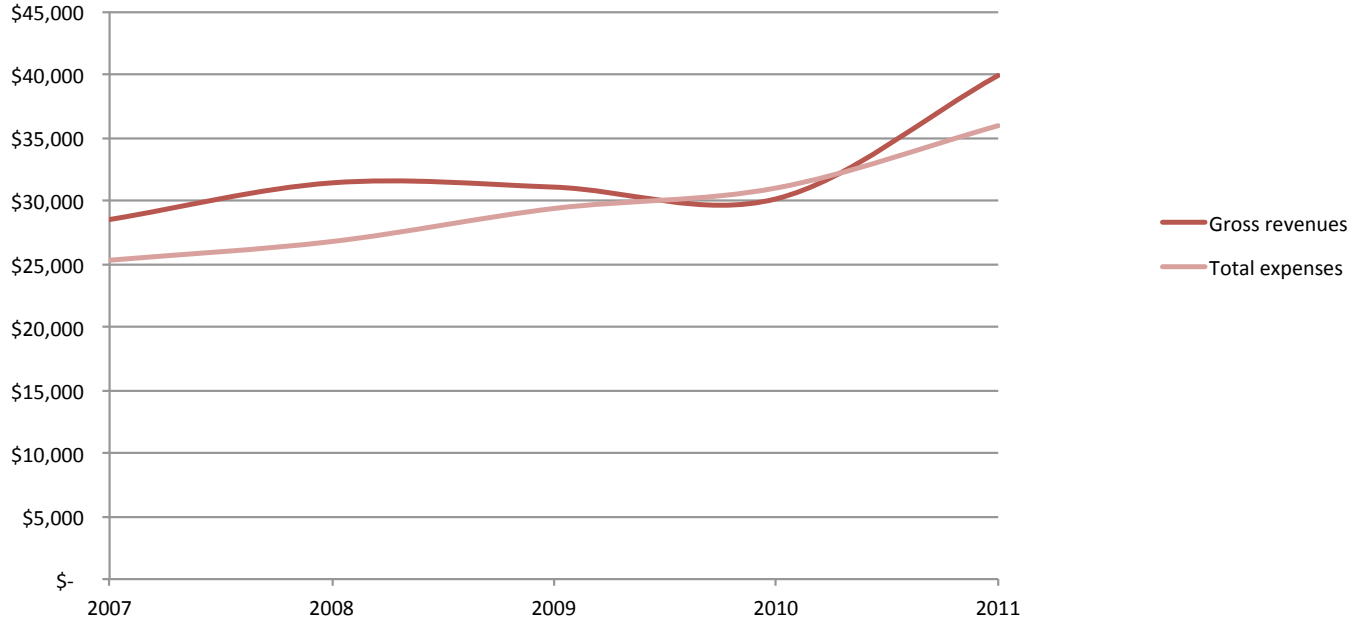


Spending by Functional Area



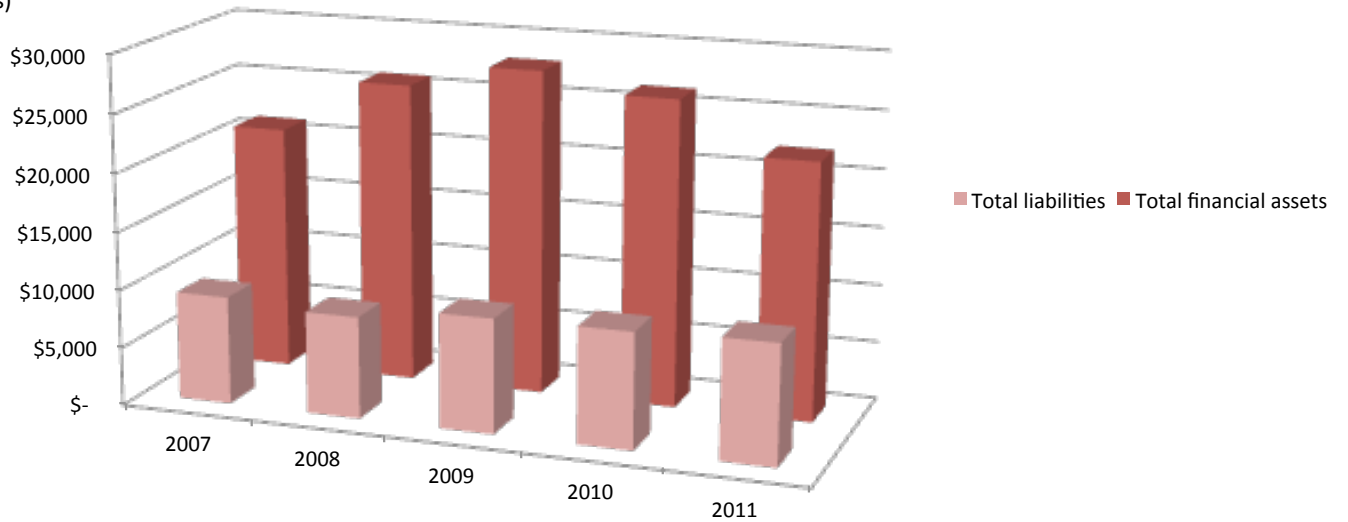
## 5-Year Comparative - Revenues and Expenses

(in 000's)



## 5-Year Comparative - Financial Assets and Liabilities

(in 000's)







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