

# TK'EMLÚPS TE SECEWÉPEMC 2012-2013 ANNUAL REPORT



ANNUAL REPORT



## 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 & COUNCIL - PORTFOLIOS



**CHIEF SHANE GOTTFRIEDSON**

Primary: Business Development  
Primary: Public Relations & External Affairs  
Secondary: Day Scholars  
Backup: All Council



**COUNCILLOR ED JENSEN**

Primary: Education  
Secondary: Natural Resources  
Backup: All Council



**COUNCILLOR RICHARD JULES**

Primary: Lands, Leasing & Taxation  
Secondary: Social Development  
Backup: All Council



**COUNCILLOR KATY GOTTFRIEDSON**

Primary: Shared Services/Day Scholars  
Secondary: Education  
Backup: All Council



**COUNCILLOR JEANNETTE JULES**

Primary: Natural Resources/Legal  
Secondary: Land's, Leasing & Taxation  
Backup: All Council



**COUNCILLOR COLLEEN MOSTERD-MCLEAN**

Primary: Social Development  
Secondary: Shared Services/Day Scholars  
Backup: All Council



**COUNCILLOR FRED SEYMOUR**

Primary: Planning and Engineering  
Secondary: Housing/Business Development  
Backup: All Council



**COUNCILLOR ROSANNE CASIMIR**

Primary: Housing  
Secondary: Planning and Engineering  
Backup: All Council





CHIEF SHANE GOTTFRIEDSON

# CHIEF'S MESSAGE



Weytkp

The past year has been one of challenges met and overcome. With increasing membership and stagnant or reduced federal funding, bands across Canada have felt the pinch. Funding has not even been adjusted for inflation which amounts to a cut in funding for us. Most have suffered more than we have and we are fortunate that the vision and leadership of past councils and key staff have allowed us to preserve some of the benefits to our members that set us apart from other First Nations.

While we continue to press Canada for fairer treatment and recognition of our demographic trends, we also had to face the fact that our revenues need to be higher than our expenses. It is truly wonderful to see all the children at band functions and aboriginal people from all over the region are trying to find their Tk'emlúps roots and become members. To meet the twin challenges of a growth in

demand with declining federal support, we had to reduce staff and pare back some programs and services. While painful to do, the effect is that we balanced our budget and are better managing our cash flow.

Our staffing cuts were not made lightly. We carefully analyzed our organization to find efficiencies wherever we could. Our priority is our membership and we simply could not justify our level of staffing in those circumstances. We are confident that we can still deliver quality service with our current staff levels. This means we all roll up our sleeves up and give a "get'r done" attitude by helping one another with team work and pride. Maintaining a solid financial foundation is essential for our long term success.

Our revenue streams could not maintain the level of discretionary expenditures to members. We all appreciate the band support for sports and recreation fees, elders trips, emergency medical funds and housing repairs. Most bands are unable to provide any support in this area. We have had to scale back, but we are still supporting these programs to the highest level we can afford. In choosing between staffing and other expenses, we focussed on preserving benefits to our members. Besides layoffs, this focus meant that our Chief and Council budget was cut by 20 % and entire departments were eliminated.



Aligning our fiscal situation was one key step in the process. Passing a new financial law for a stronger Governance and Administration is another key step for us. This law requires better financial reporting and accountability from the top down. We will have stronger financial controls, by reporting quarterly financial statements of actual financial results rather than operating blindly. Our Finance department, CFO/ CEO and department managers, including Chief and Council, are tasked with a clear mandate to provide better financial controls for operating within our adopted budget.

We still focus on our title and rights and to take a meaningful role in the development of our region. We will continue to advance our Douglas Claim and



CHIEF SHANE GOTTFRIEDSON

# CHIEF'S MESSAGE



and George Casimir as our Housing manager and we look forward to the results of their hard work.

On a new beginning we welcome all the new babies to our families may their spirits grow to be healthy and happy and congratulations to the parents. Our condolences to the families who have lost family members this past year , remember they will always be in our hearts , it's never easy.

In closing, I feel we have turned an important corner and I look forward to the coming months as we build towards better establishment of our title and rights as well as ensuring that our members get employment opportunities and a share of the resources being extracted from this region.

Thank You,

Chief Shane Gottfriedson  
"Actions speak louder than words!"

ensure that our voice is heard loud and clear. We have started into a reconciliation framework with British Columbia with the goal of our people taking their rightful place at the table instead of scrounging for crumbs.

Some of the highlights from this past fiscal year we have had some changes to leadership and new CEO , new managers. With our new councillors Richard Jules, Colleen Mosterd-McLean, Ed Jensen and Katy Gottfriedson we are working hard as a team for a brighter and sustainable future.

I want to welcome our new CEO and band member, Howard Campbell thank John O'Fee for his service to our community. We also welcomed Garry Gottfriedson as the Skelep School of Excellence principal and I think our community has noticed a re-focus on our language, culture and traditions at the school. As always, our committed Powwow volunteers ensured that this year's event was another great success. We also welcomed Norm Thompson as our Business Development manager



HOWARD CAMPBELL

# CEO MESSAGE



Weytk,

It is truly an honour to rejoin the Tk'emlúps te Secwépemc organization in the role of Chief Financial Officer in September 2012 and to move up to lead the organization as the Chief Executive Officer in June 2013.

The organization embarked upon cost control in the 2011/12 fiscal year and although expenditures have been reduced the organization posted a deficit of \$3.5 million for the 2012/13 year. The financial performance of the organization has not gone unnoticed and steps are being taken to ensure the TteS builds its operational and financial strength.

In November 2012 the Chief and Council passed the third reading of the Financial Administration Law ("FAL") and the First Nations Financial Management Board approved the FAL. The FAL is a comprehensive legal document which provides financial oversight to the organization. The FAL does not permit a deficit budget unless it is accompanied by a repayment plan in future years.

In early 2013 the Chief Financial Officer, Managers and Chief and Council reviewed in detail all revenue and expenditure sources for the organization. The focus of expenditure reduction was on items that were "nice to have" but not essential.

In March 2013 the TteS Chief and Council passed a balanced budget for the upcoming 2013/14 fiscal year.

The organization has set about transformational change as it looks to create efficiencies and a higher level of effectiveness within the operations. I look forward to the 2013/14 year as I believe the transformational change will take hold and the organization see positive results for the initiatives it has undertaken.

Kind Regards,

Howard Campbell, MBA, CMA  
Chief Executive Officer



# BUSINESS DEVELOPMENT

The Kamloops Indian Band Development Corporation (KIBDC) is a corporate arm of the Tk'emlúps te Secwépemc (TteS) Council. In order to streamline communication and process for interested developers, the Business Development Department was moved under the umbrella of the KIBDC. Also KIBDC moved to the Secwépemc Building (North Wing) sharing office space with the Planning & Engineering Department.

KIBDC's Mission is to enhance and create business development opportunities that support our community needs and vision; to respond to land growth development within current and future Land use Plans; to ensure responsible Stewardships of our land, people, resources, environment and culture; to strengthen our social aspiration and economic growth; to achieve the highest and best use of our land. KIBDC will achieve this by ensuring that approved plans and management processes are adhered to in order to increase capacity and to build and maintain effective respectful relationships with all stakeholders.

The KIBDC holds the Head lease in Phase II Mount Paul Industrial Subdivision; the Chief Louis Centre lands (CLC), the Mount Paul Centre (MPC) lands, and the Seven-Mile lands. The KIBDC also holds fee simple lands in Rayleigh and Westsyde.

## **KIBDC OPERATIONS**

The staff of the KIBDC oversees the day to day operations of the business units and promotes economic opportunities. The Business Units include: the Kamloops Indian Band Utility Corporation operating as the Tk'emlúps Petro Canada (formerly Tk'emlúps Petroleum) and the Tk'emlúps Car Wash, the MPC Inc. operating as the Sage Brush Downs, and as separate entities, the Secwépemc Museum & Heritage Park, and the Spiyu7ullucw Ranch Corporation.

During the course of the year, the organizational chart and staff roles/responsibilities were reviewed. It was determined that due to the demand in promoting economic opportunities, the Spiyu7ullucw Ranch Corporation was transferred to the Natural Resource Department and the Secwépemc Museum and Heritage Park was transferred to the Education Department (change completed by fiscal year end of 2012 -2013).

As a result of the ongoing marketing campaign, meetings have been held with interested parties for development within the CLC lands.

## **CHIEF LOUIS CENTRE LANDS**

KIBDC contracted and worked with Urban Systems Ltd. to develop the CLC Architectural Design Standards to ensure that:

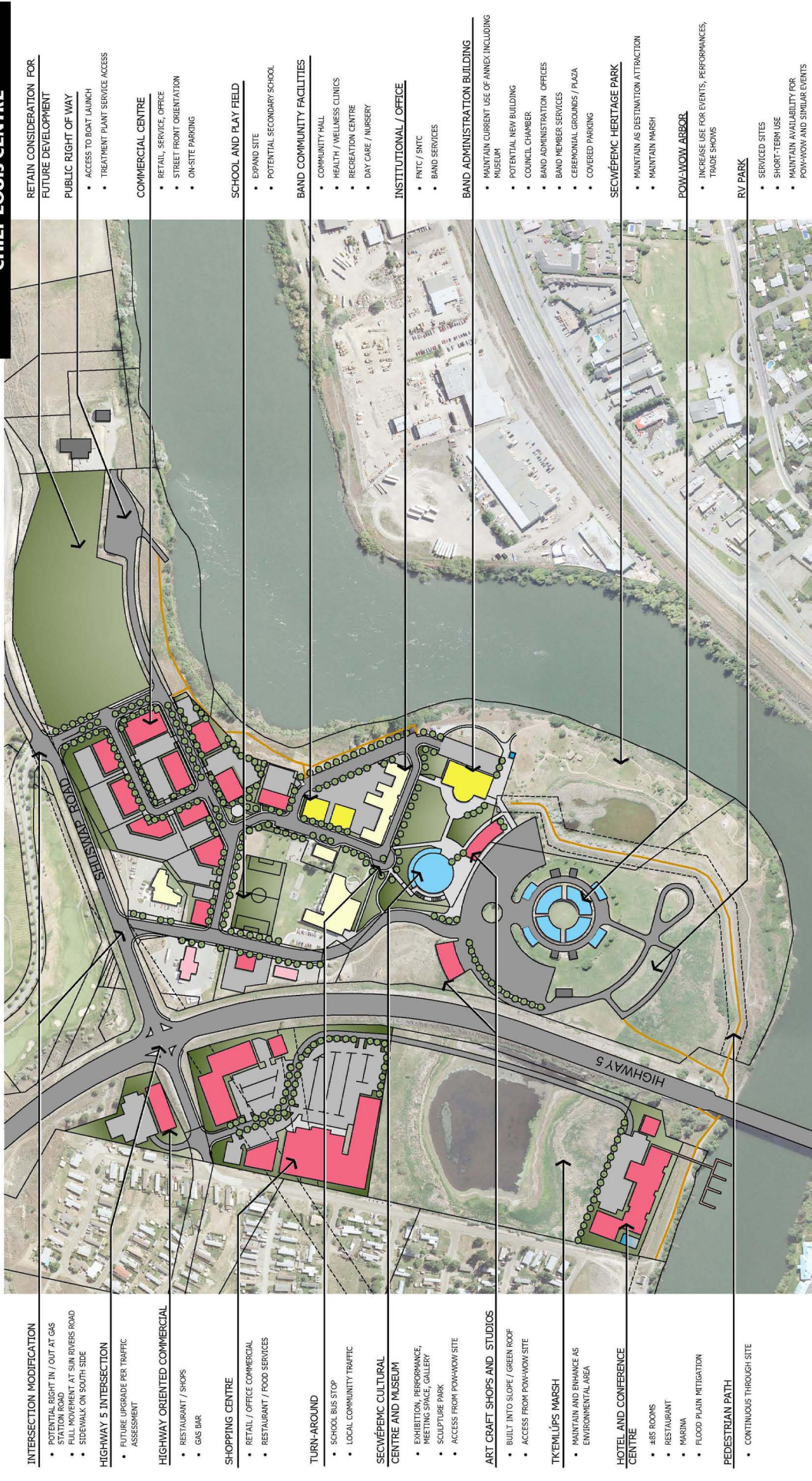
- These standards capture the cultural values of the TteS people;
- We have a clear and simple process for development approvals for the CLC; and
- Design and development of the CLC meets the objectives of the Master Plan.

KIBDC worked with the Planning and Engineering department to develop the first phase of infrastructure to support development of these lands (see page 8). We are developing in conjunction with Urban Systems Ltd. a Cost Recovery model for the improvements to the CLC lands.

In addition, the development of the All Nations Trust Company building was initiated. A ribbon cutting ceremony was held by ANTCO staff and Board members on November 15, 2012. KIBDC along with other ANTCO parties attended the event.



# CHIEF LOUIS CENTRE



- RETAIN CONSIDERATION FOR FUTURE DEVELOPMENT**
- PUBLIC RIGHT OF WAY
  - ACCESS TO BOAT LAUNCH
  - TREATMENT PLANT SERVICE ACCESS

- COMMERCIAL CENTRE**
- RETAIL SERVICE OFFICE
  - STREET FRONT ORIENTATION
  - ON-SITE PARKING

- SCHOOL AND PLAY FIELD**
- EXPAND SITE
  - POTENTIAL SECONDARY SCHOOL

- BAND COMMUNITY FACILITIES**
- COMMUNITY HALL
  - HEALTH / WELLNESS CLINICS
  - RECREATION CENTRE
  - DAY CARE / NURSERY

- INSTITUTIONAL / OFFICE**
- FINTEC / SNTC
  - BAND SERVICES

- BAND ADMINISTRATION BUILDING**
- MAINTAIN CURRENT USE OF ANNEX, INCLUDING MUSEUM
  - POTENTIAL NEW BUILDING
  - COUNCIL CHAMBER
  - BAND ADMINISTRATION OFFICES
  - BAND MEMBER SERVICES
  - CEREMONIAL GROUNDS / PLAZA
  - COVERED PARKING

- SECWÉPÉMC HERITAGE PARK**
- MAINTAIN AS DESTINATION ATTRACTION
  - MAINTAIN MARSH

- POW-WOW ARBOR**
- INCREASE USE FOR EVENTS, PERFORMANCES, TRADE SHOWS

- RV PARK**
- SERVICED SITES
  - SHORT-TERM USE
  - MAINTAIN AVAILABILITY FOR POW-WOW AND SIMILAR EVENTS

- INTERSECTION MODIFICATION**
- POTENTIAL RIGHT IN / OUT AT GAS STATION ROAD
  - FULL MOVEMENT AT SUN RIVERS ROAD
  - SIDEWALK ON SOUTH SIDE

- HIGHWAY 5 INTERSECTION**
- FUTURE UPGRADE PER TRAFFIC ASSESSMENT

- HIGHWAY ORIENTED COMMERCIAL**
- RESTAURANT / SHOPS
  - GAS BAR

- SHOPPING CENTRE**
- RETAIL / OFFICE COMMERCIAL
  - RESTAURANT / FOOD SERVICES

- TURN-AROUND**
- SCHOOL BUS STOP
  - LOCAL COMMUNITY TRAFFIC

- SECWÉPÉMC CULTURAL CENTRE AND MUSEUM**
- EXHIBITION, PERFORMANCE, MEETING SPACE, GALLERY
  - SCULPTURE PARK
  - ACCESS FROM POW-WOW SITE

- ART CRAFT SHOPS AND STUDIOS**
- BUILT INTO SLOPE / GREEN ROOF
  - ACCESS FROM POW-WOW SITE

- TKEMILUPS MARSH**
- MAINTAIN AND ENHANCE AS ENVIRONMENTAL AREA

- HOTEL AND CONFERENCE CENTRE**
- 486 ROOMS
  - RESTAURANT
  - MARINA
  - FLOOD PLAIN MITIGATION

- PEDESTRIAN PATH**
- CONTINUOUS THROUGH SITE

**URBANSYSTEMS.**  
 SUITE 200 - 286 ST. PAUL STREET  
 KAMLOOPS, BC, CANADA V2C 6G4  
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 Fax. 250.374.5334  
 www.urban-systems.com

**LEGEND - LAND USE**

EXISTING	PROPOSED
[Pink Box]	[Red Box]
[Yellow Box]	[Orange Box]
[Light Blue Box]	[Dark Blue Box]

COMMERCIAL  
 COMMUNITY / INSTITUTIONAL  
 CULTURAL / HERITAGE



**Client/Project**  
 TKEMILUPS TE SECWÉPÉMC  
 CHIEF LOUIS MASTER PLAN

**Scale** 1:4500  
**Date** 10-09-15

**Figures** 10.1  
**TRIG** 0782-0079-01

**DEVELOPMENT PLAN**





# BUSINESS DEVELOPMENT

## MARKETING & PROMOTION OF ECONOMIC DEVELOPMENT

The KIBDC staff has worked on numerous initiatives throughout the year and includes the following projects:

- As KIBDC enters into developing, partnerships, and joint ventures, it is important to understand the stages of the leasing and development process of (TteS). With that in mind, the KIBDC staff created a marketing package which includes a Developers Guide. The guide outlines the process for leasing and developing land with the TteS reserves;
- The Exhibitors display has been updated to show the band's name change from Tk'emlúps Indian Band to Tk'emlúps te Secwépemc;
- Set up two (2) billboard signs (within CLC & MPC) that indicates "Open for business";
- Ongoing and continuous updates of KIBDC website ([www.tkemlupsbusiness.ca](http://www.tkemlupsbusiness.ca)); and
- Over the last year, KIBDC has been working in conjunction with the Communication and Events Coordinator, in the development of a TteS Promo Video (approximately ten minutes long). The video showcases TteS including the Mt. Paul Industrial Park, Spiyu7ullucw Ranch, Tk'emlúps Petro Canada, and other areas of interest.

The following conferences were attended and participated:

- International Council of Shopping Centers Conference (January, 2013); and
- AANDC Aboriginal Business Match (February, 2013).

## KAMLOOPS INDIAN BAND UTILITY CORPORATION

- Tk'emlúps Petro Canada

In order to further increase the annual fuel sales, the gas bar was rebranded from a private brand to a national brand - Tk'emlúps Petroleum to Tk'emlúps Petro Canada. The rebranding process commenced in June 2012, with the Grand Opening held at the end of July 2012. The change provided further training opportunities along with increased customer service to increase sales. Since its opening 10 years ago the gas bar has continued to be a profitable business. In conjunction with the rebranding process, we removed the ATM machine and replaced it with a RBC bank machine.



This change allowed for convenience, prompt customer service along with the sharing of revenues (generated by transaction fees) with RBC.

As well, a decision was made to install "Wiz-Tec", a First Nations Electronic Tax Exemption Rebate Point of Sale



# BUSINESS DEVELOPMENT

solution. It is a system that was purchased to streamline reporting requirements (to the BC Ministry of Finance) of status purchases for fuel and cigarettes.

- Tk'emlúps Car Wash

The Car Wash has continued to increase revenues, ensure safety measures and technology upgrades. Additionally, cross sales with Tk'emlúps Petro Canada have resulted in increased revenues.

## **MOUNT PAUL CENTRE INC. (MPC)**

- Sagebrush Downs

MPC Inc. operating as Sagebrush Downs continues to book events and stall rentals. The rental agreements were updated (to streamline rental process for stalls and events).

As well, MPC engaged Colliers International Consulting Canada (CIC) to develop a Highest and Best Use analysis of the MPC Lands. The study will be used to further develop the area by working with Urban Systems Ltd. to develop a MPC Master Plan. The plan will be completed in four phases:

1. Background and Visioning;
2. Development Plan;
3. Marketing and Implementation Plan; and
4. Reporting.

## **SECWÉPEMC MUSEUM AND HERITAGE PARK (SMHP)**

The museum continues to provide Secwépe mc cultural education to the schools in School District No. 73 (reviewed on an annual basis). This contract is an agreement between the School District No. 73 on behalf of the First Nations Education Council.

As well, the museum was fortunate to have access to a student who was working on her Master's Diploma in Cultural Heritage Management. As a part of her program she was required to develop an Interpretive Policy Framework and she selected the SMHP to complete her assignment. The framework included some of the following components: mandate, vision and goals, who are the market and the audience.

In addition, a contractor was hired (an Archivist) in order to develop an artifact inventory, which was 90% complete at year end.



CHIEF SHANE GOTTFRIEDSON

# BUSINESS DEVELOPMENT

## SPIYU7ULLUCW RANCH CORPORATION

The Ranch encompasses 4,763 acres of simple fee parcels, 15,829 acres of grazing licensed tenures, and 15 water licenses. The Spiyu7ullucw Ranch continues to move forward with managing the current herd along with hay production. As well, it has been successful in obtaining and managing grazing agreements, which provides an additional source of revenue for the Corporation. It is important to remember, the Spiyu7ullucw Ranch is a component of the Douglas Reserve Initiative and as such was purchased as a strategic leverage in our negotiations with the Provincial and Federal Governments to reclaim our land base for the benefit of our people and our culture.







COUNCILLOR COLLEEN MOSTERD-MCLEAN  
DEPARTMENT MANAGER SANDRA SEYMOUR

# SOCIAL DEVELOPMENT

Social Development Manager Sandra Seymour and the Social Development department continued to serve the TteS membership in 2012/13 in the areas of Drug and Alcohol Counseling, Community Health, Attendance, Youth, Elder and Recreation programming, Membership, Social Assistance, In Home Family Support, and the Home Visitor program. Additionally the Social Development team organized and hosted the annual Halloween, Easter and Christmas parties, the Elder's and Women's Retreat, and the TteS Community Picnic. Planning is already underway for the annual events in 2013/14. Please contact the department for more information on these fun, free events!

The Community Garden on Kamloopa Way entered its second year with increased interest. As with the 2011 inaugural year, excess produce was shared with Elders and families and the giant pumpkins were a big hit at Halloween! The garden has already been planted for 2013/14 and we are planning a harvesting course to teach different methods of preserving food.

## Attendance Program/Full Circle Youth Center

The provincially funded Attendance program, for youth ages 10-18, offered a wide variety of experiences including horseback riding, tubing at Sun Peaks, swimming lessons, yoga and excursions to the movies and indoor climbing gym. They also attended other educational programming for the 2012/13 fiscal year including a workshop "So Not G" in May which explained the risks of gang violence, how to handle pressure to join a gang, and how to prevent gang activity in their community. The youth are divided into two groups: one aged 10-13 and the other is 14-18. Parents are encouraged to contact Shyla Hazelwood by calling (250) 828-9712 for more information on this valuable program.

Each year over Spring Break the Attendance program takes youth on different fun, educational trips. In 2012/13 they attended the Gathering Our Voices youth conference in Penticton. Participants who attended Gathering our Voices went to workshops including: "Don't be a Stereotype," "Rezz to Riches," "Riches in Independence," "Bullying Prevention," "Dreams in Motion," and "Stress Management." Additionally, a Tk'emlúps youth worker was selected for the 2013 Sport & Active Living Leadership for Aboriginal Youth (SALL) program. Attendance worker Shyla Hazelwood was one of 18 youth selected across British Columbia, and in addition to being a youth leader at the conference, she will sit on the Partners Council Regional Committee for one year. The goal of the committee is to promote access and participation in recreational activities and sport for aboriginal people.

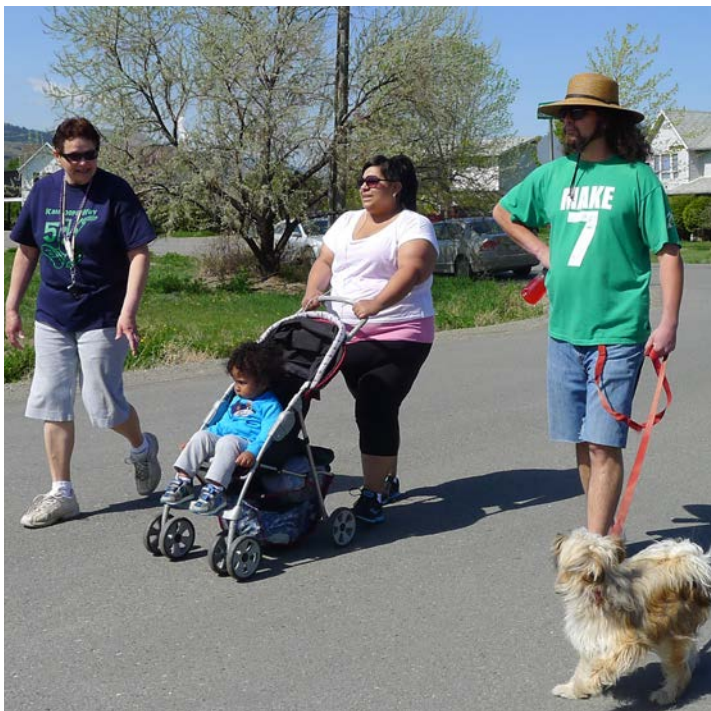


The Full Circle Youth Center reopened in January 2013. The new youth worker is Shyla Hazelwood. Programming Shyla has facilitated since January included soccer camp, lacrosse, crafts, family movie nights and other fun programming. The center is open Tuesday and Friday 3 pm - 6 pm from September to June, and Monday to Friday from 10 am - 5 pm July and August. For more information on youth center programming please contact Shyla at the number above or at the Full Circle Youth Center by calling (250) 314-1798.

## Community Health

The Community Health Representative (CHR) implements the Medical/Dental policy and benefits for TteS band members. The CHR also assists TteS band members to access First Nations Health funding, with medically related paperwork (such as care card replacements), and facilitates many other health programs and workshops throughout the year. In January of 2013 a new CHR was hired to replace Councilwoman Colleen Mosterd-McLean. Social Development welcomed new team member Lesa Frezie, and she looks forward to working with TteS members to maximize their Medical/Dental resources with the goal of a healthy community.

As with previous years, Community Health worker (and now Councilwoman) Colleen Mosterd-McLean started 2012 facilitating the Tk'emlúps Run Club. The Run Club was divided into three categories: Walkers, Learn to Run and Run Faster. The TteS Run Club culminated with completion of the Sun Run 10K race in Vancouver in April. The program was well attended each Sunday and many TteS Run Club members additionally participated in the Kamloopa Way 5K event in May.



As in past years the Community Health Representative and Social Development partnered with the Q'wemtsin Health Society to host the annual Health Fair at the Full Circle Youth Centre. The annual fall event increases awareness in many health areas and offers free blood glucose and cholesterol testing, access to different health service providers, fun activities and a chance to sample nutritious foods. The event was a success and we look forward to partnering again in 2013/14, with a common goal of improved TteS community member health.

In 2013/14 the Medical/Dental policy underwent many changes. The individual allotment per TteS band member is now \$1000.00. To make sure you have the most up to date information please contact CHR Lesa Frezie by calling (250) 828-9707 or access an online copy on the Tk'emlúps Social Development webpage.

## Drug & Alcohol Program

In 2012/13 Drug and Alcohol Councilor Veronica Green assisted TteS band members who sought help with substance abuse issues, met with clients in one-on-one counseling sessions and helped people access treatment as required. Veronica frequently partnered with the CHR to access health funding and make treatment as affordable as possible. Veronica has the highest possible designation for a Drug and Alcohol counselor in Canada, and we encourage TteS community members affected by drug and alcohol abuse to access her services. For drug and alcohol support, information about how to access services and any other support information, please contact Veronica Green by calling (250) 828-9704.

## Elders/ Membership

The number of TteS Elders continued to increase in 2012/13 to more than sixty On Reserve Elders. As the Elder Worker Denise Thomas organized the monthly luncheons for On Reserve Elders, distributed the Elder's Heat and Seed allowances, as well as the Christmas Bonus and helped at the annual Elder's Retreat in June. In July a large group of Elders attended the annual BC Elder's Gathering, an event that attracts approximately 3000 BC Elders. It was a chance to mingle, learn about different programs, and discuss issues that effect Elders. Denise also organized the annual Remembrance Day ceremony and feast.

In her role as Membership Worker, Denise assisted TteS members and non-members to obtain status cards, register births and deaths, and kept people informed about the changing requirements to get status cards. Denise also takes part in general band meetings and elections. Due to the central location of the TteS offices there continues to be a



high demand for status cards, so to make sure you don't have to go without please arrange an appointment with Denise by calling (250) 828-9814.

As with each November, Denise facilitated the annual Winterworks employment program for TteS band members. The program provided much needed income for approximately 100 unemployed band members prior to Christmas.

Due to budget constraints, the Elder's trips have been eliminated for 2013/14. The Elder Worker will notify qualified Elders if the trips become available in future fiscal years.

### **Home Visitor**

The Home Visitor, Sherry Peters, transports TteS Elders, low income and disabled TteS band members to medical appointments, the food bank and other essential services. This valuable service was busier than ever in 2012/13 and is by appointment made 24 hours or more in advance. If

you need this service please contact Sherry by calling (250) 819-0850.

### **In Home Support**

Tilly Hlatky and Paige Callison provided In Home Support for TteS families in 2012/13. They assist TteS families in crisis, take referrals from Secwépemc Child and Family, run support and education programs, workshops and help connect families to applicable programs and services. In 2012/13 Paige began Essential Skills Facilitator training in order to better assist unemployed parents to find a career path. Girl Power and 2BBoys programs for adolescents will be starting up again in September 2013. In Home Support hosted a Service Canada information session, co-hosted the September Talking Circle, the Gabor Mate workshops and attended training for Peacemaking Circle facilitation. In the coming year, the In Home Support team will continue to facilitate workshops for children and families in the TteS community, to work with families in crisis and to work with Winterswan Casimir towards assisting low income, unemployed heads of households to gain long term, meaningful employment. If you require help in this area please contact Social Development by calling (250) 828-9810.

### **Recreation**

As in previous years Recreation Coordinator Anne Keith planned fitness programs and summer camps for kids, Learn to Golf lessons and worked towards healthier community youth by planning activities such as the PAL/CORE program, golf and stand up paddle boarding lessons, Fit Nation and Archery coach's clinic. Anne also coordinates weekly fitness classes such as yoga, beginner boot camp, Zumba and lunch hour fitness. Recreation is the home of the First Nation's Snowboard team. The team is composed of kids from 10-18 years old. They had 10 days of snow coaching, dry land training at the KGTC and culminated a successful year with a Mike Weigle Heli-Boarding day.

Anne consistently applies for and receives outside funding in the form of grants to assist with expansion of recreation programming for the TteS community. In 2012/13 the First Nations Snowboard team received new uniforms and safety equipment through this outside funding, as well as a grant to assist with travel to competitions.

Shyla Hazelwood joined the Social Development team in January 2013 as the new Recreation Assistant, and works with Anne to implement the Recreation policy, process TteS member Recreation requests and manage youth recreation programming. The Recreation policy and reimbursement requests forms can be downloaded from the Tk'emlúps website's Social Development section. For the 2013/14 fiscal year some forms of individual tournament funding have been cut from the budget. The updated policy can be found in the Social Development offices or online on the Tk'emlúps Social Development webpage.





COUNCILLOR COLLEEN MOSTERD-MCLEAN  
DEPARTMENT MANAGER SANDRA SEYMOUR

# SOCIAL DEVELOPMENT

To contact Recreation Coordinator Anne Keith please phone (250) 828-9801 and to contact Recreation Assistant Shyla Hazelwood please phone (250-828-9712

## **Social Assistance**

Band Social Development Worker Winterswan Casimir continued to facilitate the Social Assistance program in 2012/13, adhering to AANDC policy and provided assistance to those living on reserve who qualified. Transparency and communication are a key part of the Social Assistance program, and in that vein, monthly information about program changes, new requirements of clients and upcoming workshops are handed out by memo to clients each month as they collect their Social Assistance cheques. Application packages are available in the Social Development department and completed applications are processed by appointment with Winterswan by calling (250) 314-1522.

The Social Assistance program continued to increase child nutrition in 2012/13 by providing fruit and vegetable delivery to families on reserve who qualify. It also helped fund several cultural programs, workshops for parent support and a lunch program at Sk'elep. This is a government funded, budget driven program and is subject to continued funding.

## **Social Assistance/COPH Policy Updates & Compliance Notifications:**

- As part of an AANDC compliance with Social Assistance policy, Social Assistance applicants must provide ongoing employment information such as the employability profile, work search and current resume in order to assist with future career goals and to help people living on reserve to transition into long term, meaningful employment. This approach to employment should work in conjunction with the TteS organization, as well as multiple other employment and education related community partners.
- Shelter costs such as utility bills and rent are split between all adults sharing a housing unit
- Earned Income (incentive): Social Assistance clients can earn up to \$200 per month before income would be deducted dollar-for-dollar from the monthly cheque
- Earned Income (incentive): Persons with Disability clients can now earn up to \$800 per month before money will be deducted dollar-for-dollar from the monthly cheque
- Children out of Parental Home (COPH) clients must complete both annual and monthly renewal forms (located in Social Development) to continue to receive cheques

## **Outcomes**

As a department, Social Development strives for a healthy, safe work environment that's supportive for TteS band members. In 2013/14 our goals are: to ensure families have increased access to services; to further develop our community based partnerships in order to increase employment opportunities (for Social Assistance applicants); educate the TteS community on health issues and the benefits of a healthy lifestyle; work with at risk youth; and to improve the overall quality of life for TteS Elders. The TteS membership is at the center of everything we do and we are committed to increasing the effectiveness of our programs and services. For further information on any of the information above please contact the department by phone (250) 828-9810.



COUNCILLOR JEANETTE JULES  
DEPARTMENT MANAGER LINDA THOMAS

# LEGAL

## 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

This year brought several accomplishments; we focused on the establishment of Cknúcwentn – First Nations court, the establishment of the Aboriginal Community Justice Council and the preparation of these nine members to participate in the Cknúcwentn court, the Douglas Reserve litigation was adjourned and we are now engaged in exploratory settlement discussions, and we hosted two BSW practicum students, and a UBC law student and backfilled the Adult Justice Worker position.

Again this year we are operating within a modest budget, minimal staff and have not backfilled the Governance Administrative Assistant and the Executive Assistant positions. Despite these challenges, we continue to make strides towards meeting the operational and strategic goals of the Legal department and the organization as a whole.

## RIGHTS AND TITLE

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

On November 13, 2012 the litigation of the Douglas Reserve was set over to May 2013 so that we could begin exploratory settlement discussions. A community celebration held on December 4, 2012 marked the beginning of these settlement discussions with Canada and BC. After monthly held settlement discussions, the litigation of the Douglas Reserve was adjourned in May 2013. These discussions are scheduled to continue throughout the year.

Representing TteS on the settlement team is Chief Shane Gottfriedson, Councillors Jeanette Jules and Richard Jules, Lands, Leasing and Tax Manager; Freda Jules, Natural Resources Manager; Jim McGrath, Legal Department Manager; Linda Thomas, Ratcliff and Co. Lawyer; Greg McDade and Slavik & Associates, Negotiator; Jerome Slavik.

Another project almost complete is the assembly of general band minutes, motions and band council resolutions that involve land claims and specifically the Douglas Reserve claim.

## GOVERNANCE

Goal: To implement governance strategies identified by leadership.

November 12, 2012 Elections for Chief and Council were held. The election results were unsuccessfully appealed. Updates to the Custom Election Regulations and drafting of election procedures will be undertaken before the next Chief and Council election in 2015.





COUNCILLOR JEANETTE JULES

DEPARTMENT MANAGER LINDA THOMAS

# LEGAL

Chief and Council Policy Committee has established regular policy meetings and have embarked on an ambitious course of action to complete a number of by-laws and policies. The Legal Department plays an important role in reviewing and maintaining the master list of policies developed to date.

Summaries of Federal Legislation of interest recently passed:

**First Nations Financial Transparency Act** – First Nations are required to prepare and publicly disclose audited consolidated financial statements and schedules for remuneration paid to Chief and Council. This information must be posted on First Nations' websites and be provided to its members upon request. Failure to prepare and disclose this information could result in withholding of contribution funds or termination of an agreement.

**Family Homes on Reserves and Matrimonial Interests or Rights Act** – This legislation provides for the adoption of First Nations laws and the establishment of rules and procedures that apply during a conjugal relationship, when that relationship breaks down or on the death of a spouse or common-law partner, respecting the use, occupation and possession of family homes on First Nation reserves and the division of the value of any interests or rights held by spouses or common-law partners in or to structures and lands on those reserves (formerly Bill S-2). There is a 12 month transition period before this legislation comes into effect.

**Safe Drinking Water for First Nations Act** – This legislation addresses health and safety issues on reserve lands and certain other lands by providing for regulations to govern drinking water and waste water treatment in First Nations communities. Regulations could be made on province-by-province basis to mirror existing provincial regulatory regimes, with adaptations to address the circumstances of First Nations living on those lands.

For more information and copies of the legislation refer to the Parliament of Canada website at [www.parl.gc.ca](http://www.parl.gc.ca)

## JUSTICE

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

The Justice area involves Adult Justice, Community Tripartite Agreement, and Cknúcwentn First Nations (Sentencing) Court. This year we have had the benefit of three students working with us; in the fall, Rachel Cain, and this summer, Michelle Ikwumonu (Jones) from the TRU school of social work and this summer, UBC law student, Dylan Mazur. Their assistance and contribution has been invaluable in assisting with the Aboriginal Community Justice Council, the Cknúcwentn First Nations Court and the Community Tripartite Agreement Policing Survey.







COUNCILLOR JEANETTE JULES

DEPARTMENT MANAGER LINDA THOMAS

# LEGAL

## Adult Justice

An Adult Justice Worker, a position funded by BC Ministry of Justice who acts a probation officer delegate, provides community correction services for all aboriginal people in the Kamloops region such as supervising probation, bail, and community sentence order supervision. With funding from Kamloops Elizabeth Fry, the Adult Justice Worker provides assistance with legal aid applications in several communities. In addition, the Adult Justice worker assists with other justice related initiatives within the Legal department.

Cknúcwentn First Nations Court. The Cknúcwentn First Nations Court is a sentencing court that commenced sitting in March 2013. It is one of four First Nations courts operating within the Provincial Court of B.C. It sits once a month and is open to all aboriginal people.

The dedication to formally open the Cknúcwentn Court will be held on Monday August 12, 2013. Much activity was undertaken to prepare for the first sitting of the court on March 4, 2013. We received funds from the Department of Justice to establish the Aboriginal Community Justice Council (ACJC). The primary responsibility of the ACJC is to be involved in the court to develop healing plans for the Cknúcwentn Court participants. Legal Services Society provides the ACJC an honorarium for their services.

Aboriginal Justice Council consists of key justice stakeholders such as Parole, Probation, Elizabeth Fry Society, Aboriginal Friendship Centre, Native Courtworkers, Crown, Restorative Justice Coordinators, Elders, and Bands who meet on a quarterly basis to share information and to act as an advisory to the First Nations court.

Finally, the Legal Department hosted a number of workshops and events including:

- Aboriginal Policing Issues on Reserve April 2013
- Wills & Estates September 26, 2012
- Gladue and Secwépemc Justice Initiatives Presentations to KRCC, SNTC Chief's meeting, Adam's Lake Chief and Council, Simpcw community, and Youth Forensics.

## COMMITTEES

The Community Tripartite Agreement Committee (CTA) and the Aboriginal Justice Council are both managed by the Legal Department as part of its Justice mandate.

The CTA Committee supervises our agreement for RCMP policing services. Regular incident reports are now provided by the RCMP and we continue to work towards improved communications between our organizations.

## BYLAWS

Goal: To develop, update and enforce regulatory bylaws.

Bylaws dealt with 115 files to date this year. This is a decrease of 35% over last year. The chart below indicates the greatest number of Bylaw violations involve dogs. Many of the incidents dealt with are serious and involve dangerous dogs.

One hundred burning permits were issued with zero burning violations.

The Bylaw Officer participated in the Safety Expo Emergency Operations Centre Training Exercise as the Director of



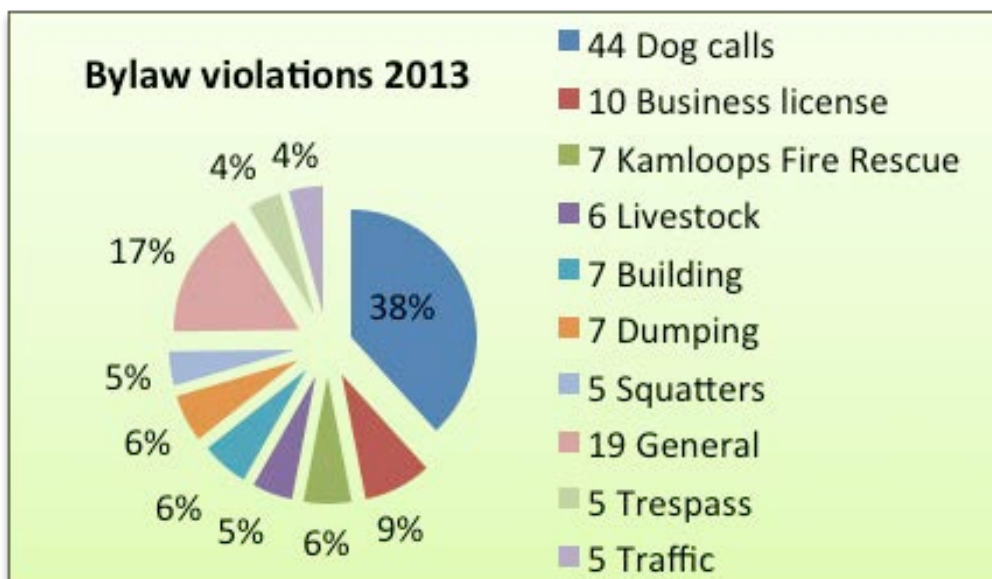
COUNCILLOR JEANETTE JULES  
DEPARTMENT MANAGER LINDA THOMAS

# LEGAL

the TteS Emergency Operations Center. Further professional development includes training for Accident Investigation, Incident Command System, Emergency Evacuations and Governance.

The Bylaw officer attended the 2013 Bylaw Officer License Inspector Association Conference in Nanaimo, which covered 11 areas of by-law issues for community safety. And also represents TteS at monthly Occupational Health and Safety Meetings and Combined Enforcement Meetings.

The ByLaw Officer is the South Central Zone Representative for Bylaw Officer License Inspector Association.





COUNCILLOR JEANETTE JULES

DEPARTMENT MANAGER JIM MCGRATH

# NATURAL RESOURCES

Natural Resources Department Assistant Managers & Project Leaders

- Wildlife, Fisheries and Range led by Barry Bennett, RFT, Assistant Manager
- Archaeology, Culture and Heritage led by Carrie Dan, BA, Senior Archaeologist, Assistant Manager
- Forests, Fisheries, Wildlife and Range assisted by Dwayne Paradis, P Ag, FIT, Forestry Technician
- Natural Resources Department Administrative Assistant Carissa Roy
- Government, Industry Consultations & Negotiations Coordinated by Barry Thorpe, BSC, Consultation Coordinator
- GIS Analyst and Archaeology assisted by Leslie LeBourdais, BA, BGIS

## Range Management

- Wet Land Protection Program
- Noxious weed program on Microwave Tower and Mount Lolo – Completed
- Knapp Weed Spray Program for New Gold – Completed
- New fence line, line repairs, clean up & steel gate installations - Ongoing
- Kokanee Release – Completed
- New Right of way – 03 Strawberry fire – Completed
- Sheep Transplant – Winter 2013- Sun Rivers

## Communal Fishing Program 2013

It was another successful year providing salmon to our community. We had many members of the community volunteer to pull in, distribute, clean and wrap fish. Our summer students were also a big part of making this year a great success.

They have acquired many new skills sets i.e. gill netting salmon in a lake system within our traditional territories, knowing what it takes to provide enough salmon to sustain our community members and proper cleaning techniques.

Approximately 360 Salmon were caught and distributed to our community members

By continuing the communal fishing program TteS shows that it is actively using its salmon allocation and that there is a continued need for it in the community.



Top Image: Secwépemc Fisheries Staff determine the fish gender, measure for weight, height and take DNA samples from the scales. This helps insure healthy fish stocks in years to come.

## Archaeology

Various Trailer parks such as South Bend and Mountain View Estates, as well as Horizon North Trailer manufacturing plant. TteS, in partnership with Skeetchestn, completed the Archaeological Impact Assessment for the Ajax/Abacus and New Gold Mines.





COUNCILLOR JEANETTE JULES

DEPARTMENT MANAGER JIM MCGRATH

# NATURAL RESOURCES

We built a working relationship with Sun Rivers to continue on conducting monitoring and impact assessments for Sun Rivers Development Corp as they continue to develop the land. We just completed a Preliminary Field Reconnaissance (PFR) for the new power pole line they will be installing on the east side of their lease land. Sun Rivers also finished the addition to their new community gardens.

We have built a good and successful working relationship with the City of Kamloops. They have us involved with plans before archaeological sites are destroyed.

The big project we are working on with the city is the Emergency Intake Reservoir located on Yates Road in Westmount.

## Section 9 Water Referrals

Archaeology has developed into a useful tool when dealing with water issues within our community. Our department continues to work along side the Department of Oceans and Fisheries, to ensure valuable fish habitat and archaeological resources are not lost when there are changes to the river shores, creeks and lakes. We also worked on two projects this year with Ministry of Transportation (MoT) on riverbank stabilization projects on the South Thompson River. We have recovered some amazing artifacts.

## Community Utilities: to the benefit of everyone

The past year we had a few referrals that were a pleasure to conduct, we conducted an Archaeological Impact Assessment (AIA) for a new Telus Tower above the Monte Lake Store. We have discovered a new archaeological site there. More AIA's will take place

We are building working relationships with utility companies and they now consult with us before any land altering activities occur, no matter how small the scope of the project is.

## Archaeology Forestry Program



As always there are numerous cutting permits within our territory that are being harvested at an alarming rate. We have AOA process in effect and are constantly out in the field conducting preliminary field reconnaissance's before harvest times.

We are in negotiations to acquire a new process called the Cultural Heritage Resource Process. This would involve a much more in depth look at how our people use and used the land and resources without the focus on archaeology. To date we just completed a training session for several of the Secwépemc Bands on how to conduct this type of survey.

New sites are being found as we conduct these preliminary field reconnaissance (PFR) which proves our past existence to the land.



COUNCILLOR JEANETTE JULES

DEPARTMENT MANAGER JIM MCGRATH

# NATURAL RESOURCES



## Trapping

Trapping has become alive in our youth and on our Trap-line this past year. Numerous students from Sk'lep school participated in trapping on our trap-line this year. This program is so important for our young people, so they will know how to manage the trap-line properly. That way it will always produce good furs. The kids trapped six beaver and we also took three coyote pelts.

## New signs for IR #2 and #3

Carrie Dan, Senior Archaeologist and Leslie LeBourdais, GIS Analyst posted new signs in the IR # 2 & IR #3 at Trapp Lake, after finding evidence of trespassing, dumping and shooting this summer

## Spiyu7ullucw Ranch

Numerous changes have been implemented within the Spiyu7ullucw Ranch this year. The Natural Resources

Department acquired management of the Ranch in early April of this year. Since then we have been taking a look into how to make the Ranch more profitable, sustainable and successful in years to come.

## Water Quality Control

Barry Bennett, RFT, Assistant Manager and Bob Hewitt of Skeetchestn Indian Band, who is employed by Secwépemc Fisheries out at the Bonaparte Gold Site testing the water quality. We continue to test the water quality annually to ensure it is safe and potable for all communities.

## Ottawa Trust Fund (OTF)

This year we have taken funds from the OTF budget to put in a new fence line. This fencing project located on IR#1 is ongoing project. A completion date will be set sometime for late fall. Projects like this give us great opportunity to employ our community members, in this case three full time positions were obtained by band members

## Forestry Projects

- Thuya Lake 22,000 m3
- Tranquille CP 53,000 m3
- Battle Creek CP 20,000 m3
- George Creek 10,000 m3
- West Fraser Transition 130,000 m3

## New Gold

- Noxious Weed Control - Primarily Knapweed

## BCTS

- Implementation of our MOU



- Layout and Development
- Road Deactivation and Planting

**Kinder Morgan**

- Department is ISN certified
- H2S Certified
- Contract for overall contractor status in place to begin work

**Reconciliation Framework**

- Terms of Reference for NRTC
- Implementation of the Natural Resource Technical Council
- Tied to FCRSA Revenue Sharing through stumpage from forestry licenses
- RFA increased revenue sharing from 3 to 5% for Kamloops TSA
- RFA increased revenue sharing from 35% to 75% for stumpage rebates

**West Kam Gold**

- Agreement in place
- Water Monitoring contract implemented with Teranis Consulting
- Report funding received, final report will begin

**Ministry of Citizen Services**

- Referrals led to a land negotiation with the province
- 6 properties on the table
- Negotiations proceeding

**Pulling Together Journey – Awakening the Spirit**

TteS had a great opportunity this year to take part in a week-long canoe journey through the Secwépemc territories. With some preparation, planning and a little organization from the NRD we were able to get all registration forms, waiver and release forms filled out, canoe home, life jackets, paddles and so on, that was required to partake in this great adventure.

Our canoe family - Qelmúcwetkwé - was just one of 17 boats to travel through the Shuswap this past August. Paddlers were welcomed enthusiastically from the shores of our very own territory when they reached the end of their journey. Kúkpí7, Shane Gottfriedson and many of our community members pulled together, making this journey another great success and accomplishment for TteS.







COUNCILLOR FRED SEYMOUR

DEPARTMENT DON FUNK

# PLANNING & ENGINEERING

The Planning and Engineering Department encompasses planning and engineering for TteS utilities, Water Treatment and roads, as well as varied operational functions including permits, security, custodial and Public Works.

## Objectives

The Planning & Engineering Department objective is to provide quality services to band members and to facilitate growth in the community.

## Activities

- P&E staff also coordinated several housing infrastructure installations including substantial water main extensions, as well as regular operational maintenance coordination of CLC buildings.
- Public Works continues to provide efficient and timely snow removal in winter, garbage/recycling collection throughout the year, landscaping services in the summer. Also, the department supports development with the installation of fire hydrants and water connections to facilitate development and housing initiatives.
- Water Treatment continues to maintain high quality water standards at the plant with staff enrolled in training to keep current in their certification. Staff made improvements to the WTP to improve the pumping capacity.
- 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 supporting all departments in minor carpentry and office relocation.

## Highlights

- Planning and Engineering
- Design and construction of the CLC Development infrastructure
- Design of WWCP – Phase 2 in the Mt. Paul Industrial Park
- Water Rates and Regulation By-law – revision of water rates
- Continued work on the Sanitary Sewer By-law to facilitate cost recovery for the sanitary sewer infrastructure construction.
- Public Works
- Construction of the CLC Development infrastructure by Public Works forces
- Initiated the TteS recycling program which has been very well received

Future strategic projects being contemplated include:

- The construction of the Sun Rivers Entrance Roundabout and CLC Road Realignment.
- Design of Phase 3 of the Wastewater Collection project, completing the Mt. Paul Industrial Park servicing.
- Initiating the creation of a DCC Law to assist in the cost of infrastructure upgrading due to development activity.



COUNCILLOR KATY GOTTFRIEDSON

DEPARTMENT DARIN KENNEDY

## HUMAN RESOURCES/ADMINISTRATION

Portfolio Holder:	Councillor Katy Gottfriedson
Secondary:	Councillor Colleen Mosterd-McLean
Department Manager:	Darin Kennedy, CHRP
HR Department Staff:	Salvina Holcomb Band Member, HR Coordinator Ron Tronson Band Member, Safety Officer Paula Pellet Band Member, Work Search Administrator
Administration Department Staff:	Maureen Frank-Cramer, Executive Secretary to Chief and Council Grace Labossiere, Executive Assistant to Chief, CEO and CFO Tani Proctor, Senior Recording Secretary June Wichmann - Band Member, Secretary to Chief and Council Jana Chouinard, Records Maintenance Nacoma George - Band Member, Communications and Events Renee Gottfriedson - Band Member, Reception

Wey-ktp;

The Human Resources Department and Administration department has managed to keep up with all the changes initiated last year (as previously reported we have combined with the Administration team, and have reduced staff levels.)

The Mandate of this department is to provide all employees of TteS, the various business entities of the band, and Sk'elep school, the support and assistance they need to continue delivering high quality programs, which supports the overall vision and mission statement of the Tk'emlúpsenc te Secwepemcúl'ecw.



We continue to be structured into 4 functional areas, each of which reports to the Human Resources/Administration Manager:

### **Administration and Record keeping:**

This area is primarily responsible for the Chief and Council meeting minutes, and handling the day to day administration requirements of your elected officials as well as serving the administration needs of the executive leadership of TteS. The Administration team provides a wide range of services, whether it is providing reception for band members and the general public, transcribing recorded meeting minutes, to scheduling meetings with visiting



COUNCILLOR KATY GOTTFRIEDSON

DEPARTMENT DARIN KENNEDY

# HUMAN RESOURCES/ADMINISTRATION

dignitaries and arranging for travel or helping to coordinate and set-up for a special event or recognition ceremony. In addition to this, they handle band member mail outs, and process a very large amount of incoming correspondence, both electronic (e-mails) and written hard copy. The administration group works very hard and are a big asset for our organization! Some of the upcoming projects that the administration group is looking at for the next year are:

- Training to increase capacity within the workforce, whether this is through cross-training or certification programs, thereby supporting our succession plan initiatives. It is important to be able to provide coverage in an ongoing fashion to keep things moving.
- Ongoing investment in electronic file back-up and file management streamlining systems. Again, work in this area will allow the group to manage the incredibly high volume of correspondence in the most efficient way possible, thereby adding value to the roles.

Chief & Council - Finance Committee - General Band Meeting - Other

Chief & Council Meetings Only - Records Department

YEAR	TOTAL MEETINGS	MINUTES IN PROGRESS	ANTICIPATED COMPLETION	YEAR	TOTAL MEETINGS	MINUTES IN PROGRESS	ANTICIPATED COMPLETION
JAN - SEPT 2013	61	0	CURRENT	JAN - SEPT 2013	47	0	CURRENT
2012	117	0	COMPLETE	2012	71	0	COMPLETE
2011	109	0	COMPLETE	2011	85	0	COMPLETE
2010	131	11	MAY 31, 2014	2010	94	0	COMPLETE
2009	119	26	JULY 31, 2014	2009	83	16	DECEMBER 31, 2013
2008	96	37	SEPTEMBER 30, 2014	2008	96	37	SEPTEMBER 30, 2014
2007	106	0	COMPLETE	2007	106	0	COMPLETE
2006	83	0	COMPLETE	2006	83	0	COMPLETE
TOTAL	822	74		TOTAL	576	44	

The Records Staff goal has been to address archive minute's backlog with Chief and Council Minutes set as priority. 2006-2012 were 136 outstanding meeting minutes in process based on 761 meetings conducted that consisted of Chief and Council, Finance Committee, General Band Meetings, and other meetings as assigned. Backlog was primarily due to technical issues and high volume. This number has been reduced for the period of 2006-2013 to be 74 outstanding meeting minutes based on 822 meetings, to September, 2013. The 2011 to 2013 minutes are complete and staff will continue to work backwards in time to address the TteS Minutes Backlog.

## Safety

The Safety department is a department of one, headed up by band member, Ron Tronson. Working with a dedicated safety committee made up of TteS employees from different departments, Ron and this safety team handle all the organizations safety needs. Some of the work they are involved with:

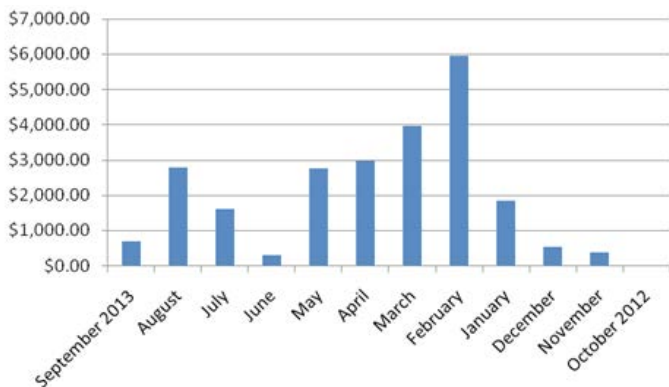
- Job safety analysis and writing safe-work procedures;
- Safety and fire inspections;
- First-aid services and injury management;
- Safety training, risk and ergonomic assessments for different departments within the TteS;
- Conducting incident investigations and providing written recommendation to prevent further occurrence;
- Implementation of the safety program in compliance with WCB and other agencies;
- Efforts to improve operations, decrease turnaround times and to streamline work processes;
- Monitor injury claims;





# HUMAN RESOURCES/ADMINISTRATION

- And - Ensuring all legal and regulatory safety requirements are met.



substantial savings in the insurance premiums we pay every month.

As you can see from the chart, our claims history over the past 12 months is resulting in us having to pay over \$23,000 per year over and above our insurance premiums due to workplace injuries.

The Safety department under Ron Tronson's leadership, has been tasked with reducing our claims paid (both in numbers, and dollars) by 30% over the next 2 years. Achieving this will result in substantial savings in the insurance premiums we pay every month. More importantly, it will result in us providing a SAFER work-place.

The Safety function continues to be very important for our organization. As we promote services and opportunities to the Tk'emlúps people, we are always mindful that safety must be at the forefront of EVERYTHING we do. By conducting ourselves this way, we truly walk the talk of being proud caretakers and helping all of us ensure we accept individual and collective responsibility for working safely, EVERY DAY. Safety is still a relatively new functional area within the TteS, and as we continue to grow and mature, this function will continue to expand.

### Corporate Communications and Events

This past year I have enjoyed my position here as the Communications and events Coordinator here at TteS it been very challenging and rewarding at the same time. I put my skills in graphic design and production combined with a strong technical IT background to good use, I can usually be found working with many different departments helping with event planning, marketing plans and graphic design projects. In addition I am often tasked with working with our Chief and Council in any number of special projects, designing presentations, pamphlets and mail-out material.

Over the next few months the Safety committee is going to be focusing on the following initiatives:

- Initiating and conducting a new/young worker orientation program;
- Conduct information sessions with select departments on reducing the frequency and severity of strain/sprain type injuries.

As the chart identifies, our claims history over the past 12 months is resulting in us having to pay a premium for workers compensation insurance.

I have been working on redoing the TteS website to make it more user friendly for our community members so they could access information and download forms an to get our people going paperless, I do understand not everyone likes to view documents on their computer, tablet or phone but with the majority of people carrying a computer in your pocket why not I know most of you are online so check out our website ([www.tkemlups.ca](http://www.tkemlups.ca)), facebook, twitter to get the latest updates on news, training opportunities, jobs,.

The Safety department has been tasked with reducing our claims paid (both in numbers and overall cost) by 30% over the next 2 years. Achieving this will result in



# HUMAN RESOURCES/ADMINISTRATION

## Human Resources

The Human Resources Department supports the Tk'emlúpssteSecwepemc mission through a set of key strategies which:

- Provide support to the strategic leadership of the Tk'emlúpssteSecwepemc,
- Deliver organizational development and other support services to staff, and
- Ensure quality assurance.

The Human Resources Department is composed of an HR Manager (Darin Kennedy) an HR coordinator, (Sal Holcomb) and recently we have added the work search administrator, Paula Pellet under our umbrella. Together, these positions provide strategic planning services and financial management for the HR and Administrative departments.

In addition the HR department is responsible for:

- Recruitment, (Job advertising and positing)
- Appointments, Interviewing, reference checking
- Classifications,
- Leave processing
- Salary Related Payments,
- Consultancy/Advice on HR Issues,
- Professional Development,
- Alternative Dispute Resolution,
- Employee Assistance Program,
- Employee Relations, Resignations, and terminations

Over the past 12 months, the HR department has moved forward on some exciting projects:

### 1. TteS work search centre.

The work search centre is fully open, and fully functional! This has been a community member request for many years, so it is exciting to be a part of something that has been a long time coming! Stop by Monday-through Friday to meet Paula, and check out the facility.

In addition to job postings and training resources, the Work search centre offers band members help with:

- Resume and cover letter writing
- Preparing for interviews
- Computer, phone and fax services
- Consultation and counselling on employment options and career pathing

### 2. Revised the Personnel Policy Manual

The long and tedious process of the Personnel Policy Manual is finally complete, with the endorsed manual completed at the end of May 2013. The manual has been streamlined and edited to be "tighter" and more reader-friendly. In addition we reduced paid sick time, and vacation time to better reflect the tight budget year we are in, and to be more in-line with external standards. This was a long time coming, and hopefully Band members can appreciate the work that went in to it, and some of the difficult decisions that are being made to manage to a budget, and resource accordingly.

We continue to feel honored to have been provided with the opportunity to work for the Tk'emlúpssemcteSecwepemcúl'ecw, and we are excited for the opportunities our department will have in contributing to the overall success of this organization as we move into the future.



# EDUCATION

Weyt-kp Colleagues and Band Members,

Diena Jules, B.Ed., M.A., Education Manager: in 1976, I began working for the band in various capacities. On July 26th, 2004, I began working as Education Department Manager. The Band Councillor who hold the Education Portfolio are as follows:

Ed Jensen, Band Councillor, Primary Portfolio holder of Education  
Katie Gottfriedson, Band Councillor, Secondary Portfolio holder of Education

### Guiding Principles or Values:

Love and Respect of Self and Others; Promotion of Lifelong Learning; and Promotion of Secwépemc Language, History and Culture

### Vision:

Self Reliant Tk'emlúps people who possess the knowledge, skills and abilities to add valuable contributions within their family, community and nation.

### Philosophy:

The Creator provided some children extraordinary gifts and talents and he instructed the Grandparents to pay close attention so they could identify and nurtured these special children at an early age. The Creator then instructed the extended family that it is their responsible

to support every child to attain their fullest potential. Through these underlying educational practices and strict familial laws that governed the community, our Ancestors ensured the Tk'emlúps te Secwépemc people survived for thousands of years.

### Mission:

To continually strengthen our partnerships with educational institutes and funding organizations so band members may attain the education and employment that best meets their knowledge, skills and abilities

Objectives: To continually improve our program policies and services delivery so band members may have fair and equitable access to the following programs:

- Licensed Little Fawn Day Care Center, Language and cultural programs, est. 1980
- Licensed Little Fawn Nursery and Band Operated School-50% Language Immersion, est. 1967
- Kindergarten to Grade 12
- Trades and Training: MOU with BCAMTA
- Post Secondary Education: MOU with TRU
- Secwépemc Museum and Heritage Park

We hope this will lead to our band member's greater participation and higher graduation rates from high school, trades and training and post-secondary education programs. We also hope our people will have higher employment rates and will have the same educational outcomes comparable to other Canadians.

### Education Department accomplishments:

- 2004 Educational and Employment Survey distributed to band members and to the businesses in Mt. Paul Industrial Park
- 2005 Grandparents Message to their Grandchildren
- 2005 K-12 Policy and Procedures Manual; (Education Committee, adopted by C&C)
- 2006, 2008, 2012, 2013; Post Secondary Policy and Procedures Manual by Post Secondary Education Review Committee and adopted by Chief and Council
- 2008 Community Secwépemc Language Survey (championed by Louella Jules)







COUNCILLOR ED JENSEN

DEPARTMENT MANAGER DIENA JULES

# EDUCATION

- 2008- Sk'elep School Survey and Report to C&C (championed by Dessa Gottfriedson)
- 2009 Community Strategic Planning Sessions (championed by Dessa Gottfriedson)
- 2008, 2010 STEP Policy and Procedures Manual ratified by C&C
- 2011 and 2013 Day Care and Nursery Staff and Parent Handbook ratified by C&C
- Local Education Agreement signed between SD73 and local bands (partnership for years)
- 2008 Local Education Agreement with Private Schools (INAC mandated LEA)
- 2009- 12 we bought rare and relevant FN books to start our library resource centre
- BCAMTA MOU with TteS Education Department
- TRU MOU with the band; in process
- September 2012- hosted 45th Anniversary celebration of the Little Fawn Nursery School, formerly called Paul Creek Nursery and Kindergarten School
- 2012- Native Women's Association of Canada
  - Interviewed education department staff
  - Canadian Educational research in women's education
  - Kamloops band has higher degree of educational successes for FN women in Canada

## Training:

2009 We offered one ECE course in conjunction with NVIT; Band Staff graduates:

Brenda Jules, Jennifer Dick, Roxanne Sampson and Catherine Billy

January – March 2013 We are offering three ECE Courses in conjunction with NVIT

Members from local bands, Band staff and Band members completed the Three (3) ECE courses:

- Lacey Gottfriedson
- Shareesa Larue
- Jessica Arnouse
- Jennifer Dick
- Catherine Billy
- Roxanne Sampson
- Dailyn Swanson

- Karly Gottfriedson
- Sage Thomas
- Jackie Jules
- June Jules

BCAMTA and TteS Ed Department co-hosted BCIT HRM certificate program Band Members who graduated from the program are:

- Jackie Jules,
- Katie Gottfriedson and
- Barb Jules

BCAMTA hosted an introduction to Trades course: band members who graduated are;

- Mary Brearly
- Leland Joe-Camille
- Zunika Cook

BCAMTA and TteS Education Department co-sponsored the following band members who graduated from the 8 week Heavy Equipment Operators course.

- Marlene Camille
- Montana Gottfriedson
- Barry Hazelwood
- Tyrone Seymour

BCAMTA and TteS Education Department co-sponsored the following band members who completed the first year of Water and Wastewater Program at TRU

- Versal Camille
- Denny Thomas

NVIT accredited the Secwépemc language courses; SECW 110; SECW 111 and SECW 281. The teachers were; Dr. Janice Billy; Elders Mona Jules, Flora Sampson and Harold Eustache. The students who completed the courses are as follows:

- Karen August
- Hank Bennett



COUNCILLOR ED JENSEN

DEPARTMENT MANAGER DIENA JULES

# EDUCATION

- Martin Camille
- Tom Dennis
- Jennifer Dick
- Joyce Fraser-Manuel
- Ed Jensen
- Jackie Jones
- Jackie Joseph
- Rhonda Jules
- Antoine Larue
- Leigh Larue
- Jessika Myers
- Therese Ritchie
- Ron Tronson
- Joyce Willard

## Adult Basic Education; in process

- 2010 I started negotiating with SCES, ATEC, STEP, BCAMTA, NG to implement an Adult Basic Education, Essential Skills and Language Program; limited results with groups so we are still working on project
- We must have this program located on reserve so band members may easily access program
- Sage I; Sage II; FNAUTT-needed if we are to recruit upgrade education of SSN people
- 2013- I am developing a business plan for the implementation of a joint Adult Basic Education and Essential Work Skill and Secwépemc Language component to C&C, SSN and New Gold.

## Joint Implementation Committee

- Scott, Environmental Specialist,
- Bill McIntosh, Materials Manager;
- Candy Lea, HR
- Tom Danyk, SIB rep;
- Diena Jules, TteS rep

## Post Secondary Coordinator position:

1. Interim: Hillary McLean: January to July - Fall 2013- Post Secondary Education Student-you have raised the bar as a valued education department employee with your professionalism, budget spreadsheets, and always serving the best interests of all students: Thank you so much!!!
2. Larissa Blank, BA. Post Bac. Candidate – starts July

29th, 2013- Please join me in welcoming Larissa who has a wealth of knowledge, skills and abilities. She will be a great asset to our team.

## Hillary's SWOT Analysis of the Post Secondary Education Program:

- Students have been enrolled in their winter 2013 semester and are being assisted in whatever matters they may have.
- Because final grades from their fall 2012 semester were ready in January, students were told in November by Joan Paul, via email, to ensure they send in official transcripts when final marks were posted. Those who did not have their transcripts in by the strict deadline in late January, were told they would not receive an automatic deposit for the month of February and could pick up a cheque from the Post-Secondary office when they handed them in.
- Students were also reminded that they must be enrolled in a minimum of 4 courses unless they have learning disabilities. With a couple student situations, AANDC was contacted and they stated that as long as the institution recognizes the student to be full-time, and there is a written letter on file stating so, they can enroll in however many courses they are able. This is to be amended in TteS' Policy and Procedure Manual.
- AANDC emailed a 2011-2012 Register of Post Secondary Education Graduates Report that is due on March 31, 2013
- All files must be checked to make sure everything is good and that students and staff have been following policy and procedures.

## Strengths

- Establishing good relationships with the students by always being patient, respectful, fair and efficient.
- Establishing relationships and maintaining good communication with people who work with AANDC, TRU's Aboriginal Education Centre, SCES, TteS' Education Department, TteS' Finance department, as well as other institution's faculty.
- Keeping up to date with National Program Guidelines and taking notes on what needs to be changed in the Post-Secondary Policy and Procedures Manual.

- Becoming more familiar with student cases and procedures (i.e. trades and training funding)
- Working together to ensure the safety of the department staff.

### Weaknesses:

- Not being familiar with certain procedures (i.e. living allowance spreadsheet submission)
- Missing documents because of Amanda leaving and then Joan, some students became frustrated.
- External funding makes the program very reliant with AANDC, FNEESC, STEP, KIBST, and KTAX.
- Policy not being properly followed in the past and now having to deal with the consequences.

### Opportunities:

- To continue to learn how to go about different situations from co-workers. If this position ever becomes permanent, to receive training to better assist the students (i.e. budgets, university programs, computer programs)
- Advertise programs and post-secondary opportunities.
- Have a newsletter or excerpt in a newsletter about what is going on with post-secondary education.
- Have annual report.
- Have tradeshow displays at career fairs so that TteS students can become more familiar with post-secondary education funding as well as special aboriginal education programs, scholarships and opportunities

### Threats:

- Many documents in student folders are missing. It is very important to keep in touch with students to make sure all required documents are in on time as well as making sure to put documents in student files to keep them private and protected.
- Familial ties with students and TteS employees can make certain situations difficult to resolve.
- Insufficient funds to sponsor all TteS students.
- Working on database as well as doing everyday tasks can be stressful for a single person but might become easier to accomplish in the summer when there are no reports due and less students to attend to.
- Making sure policy is strictly followed because it is a part of AANDC's national guidelines and our budget is reliant on them.
- Legal challenges make it difficult to stay focused on supporting students.

## Post Secondary and Trades and Training Programs:

GRADUATE STUDENTS: in process

- Chrystie Stewart
- Duanna Johnston-Virgo
- Vicki Manual
- Jo-Anne Hales
- Jeff McNeil

Adult Dogwood Diploma

- Relissa Leonard
- Myron Thomas
- Shiloh Gott
- Taylor Jensen
- Lacey Gottfriedson
- Farrah Waterfall

Undergrad Students

- Bonnie Sterling
- Monica Manuel
- Helena Paul
- Summer Paul
- Lillawas Jules
- Ted III Gottfriedson
- Justin Gottfriedson
- Tanya Pellett
- Paula Pellett
- Korah Dewalt
- Carley Seymour
- Tanya Wells
- Jazimine Seymour
- Lesleigh LaRue
- Edith Fortier
- Christine Thompson
- Hillary McLean
- Jeffrey McNiel

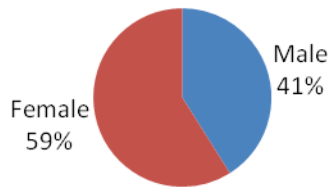
Professional Certificates

- Barry Bennett
- Darrell Bennett

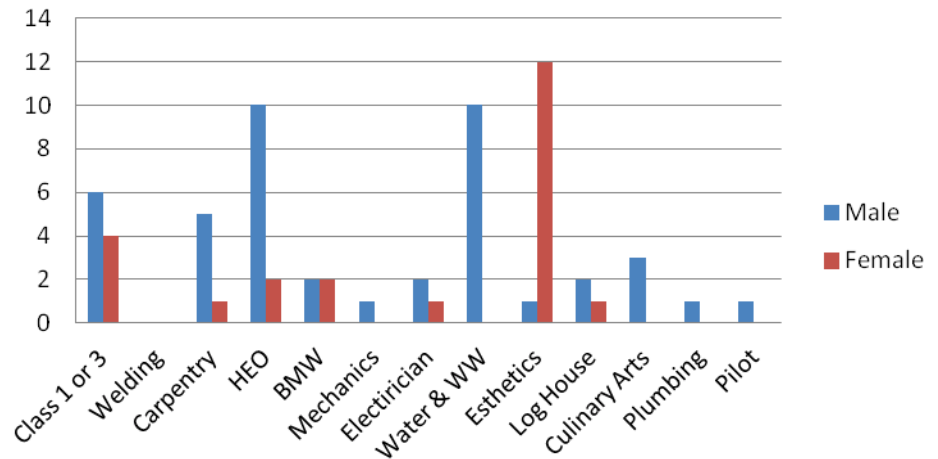


## Band Member Education: Comparison by Gender

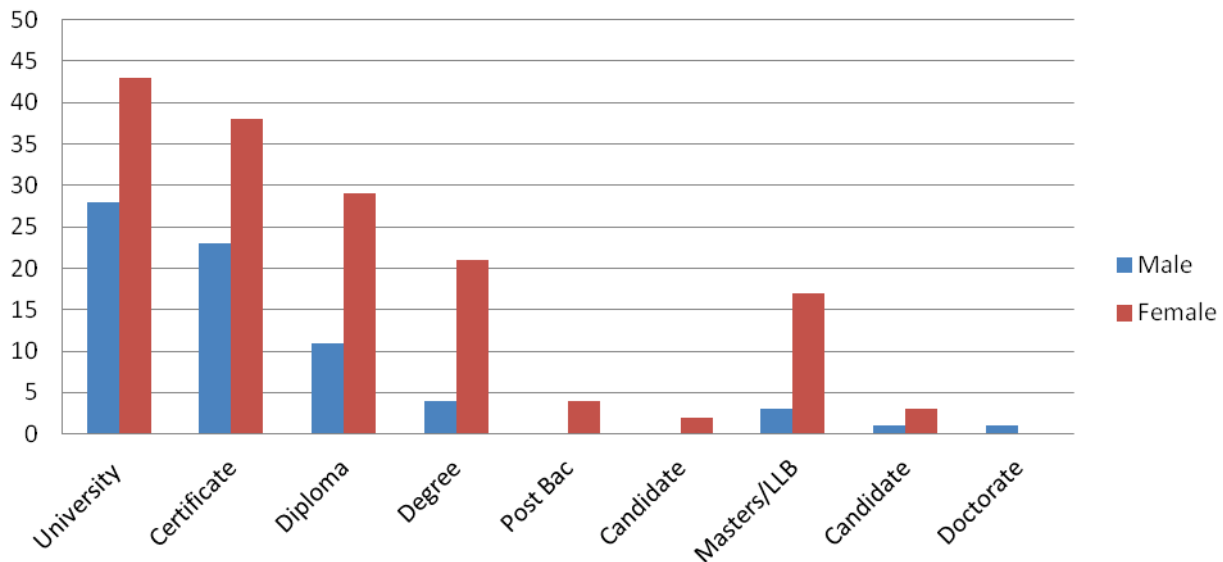
### Grade 12



### Trades and Training



### Professional Degrees



### Jackie Jules' Profile, newly hired SD 73 Museum Educator

My name is Jackie R. Jules, member of Tk'emlúps te Secwépemc an where I currently reside. My parents are Josie & Leslie Jules and I'm the second youngest in our family of fourteen. I'm a mother of two and have two grandchildren. I didn't graduate but, I received my GED and have continually worked on my educational endeavors:

- TRU/ College Prep Program/&Basic Upgrading Skills
- Simon Fraser University/ First Nations Studies, Language, Anthropology, and Archaeology.
- TRU/ Management Certificate
- Academy of Learning/ Computer classes in Microsoft Word, Windows XP, Access & Database
- BCIT/ Human Resources Management Certificate
- BCIT/ Associate Certificate in Entrepreneurship
- NVIT/ Secw. Language Class 151, Secw. Language Class 350 and Language Acquisition Class (Currently attending)

I have worked various jobs in the Kamloops community and found my passion working in the Language and

Culture field. I enjoyed working in the archaeology field which connected me to the past then I continued on to the Aboriginal Cultural Stewardship Program where I enjoyed schooling at the Royal British Columbia Museum for two years and preparing myself to work at our own Secwépemc Museum through archiving, collection management exhibits, shipping and displays.

My Hobbies include: Hunting, Fishing, Gathering, and traditional Secwépemc cultural activities such as weaving, making moccasins, hand-drums, beading, hide tanning and researching the past Secwépemc ways of life. I also enjoy gardening and canning.

My passion is the Secwépemc language and preserving our rich heritage, my brothers, sisters, my children, grandchildren and my two Yorkshire dogs.

Kukwstsetsemc.

### SK'ELEP SCHOOL OF EXCELLENCE

Principal Garry Gottfriedson, M.ED

It was beyond my belief to be hired on as the new principal at the Sk'elep School of Excellence. As a TteS member, I am honored to represent our school, Board

of Governors, Chief and Council and TteS membership in my capacity. The mandate that I am entrusted with is to frame and implement a school of both cultural and academic excellence that our community can be proud of and which will be envied by others.

To report, this has been an exciting school year. It did not come without its challenges at the onset of the school year. Our staff and students needed to make adjustments to the new leadership within the school. Building trust among the staff was crucial before any changes could be made.

One of the first major changes made was eliminating the bullying that was normalized in our school. We brainstormed, developed and implemented a ten step plan to eradicate bullying. And it worked. This did not come without its challenges, however. Some parents tried to justify and condone inappropriate behavior of their children. Needless to say, they challenged our team. The result was that they realized our seriousness about instilling a safe learning environment for all children. Furthermore with our guidance, they realized that every child in our school had a right to educational growth that did not include intimidation, threats or physical harm to others. Moreover, we had brought in many professions from our





COUNCILLOR ED JENSEN

DEPARTMENT MANAGER DIENA JULES

# EDUCATION

expanded networks to progress out goals and objectives with this issue. These included the RCMP, TRU students, Secwépemc Child and Family, TteS Social Development Staff to name some. Sadly, those who choose not to embrace the ten step plan withdrew their children.

On the brighter side, our school events have had record breaking attendance. In previous years, our school wide events drew in perhaps no more than fifteen parents. This year, the attendance at our events exceeded our expectations and even reached up to approximately 350 people. The following is a list of events held at the school:

- Harvest Feast
- Christmas Concert
- Literacy Night
- Community Show Case
- Family Nights
- Culture Night
- La Hal Tournament with other Secwépemc Schools
- Earth Day
- Monthly Recognition Assemblies
- Chief and Council dialogue with Students in Secwepemctsin
- Year end Family BBQ
- Year end Awards Assembly

Each of these events was well attended having standing room only at some.

In addition, re-thinking our goals and objectives to match the mandate we were given, along with our mission statement, have occurred throughout the year which has helped guide us towards genuinely becoming 'a school of excellence'. We have initiated a school wide assessment at all levels throughout the school. This included not only the instructional members of our team, but all personal within the school. Our goal was to answer key questions to help define what 'excellence' in our school setting truly means.

We have worked directly with the Regional Principals at FNEsc to utilize their expertise with our assessments in the academic areas, members from the Faculty of

Education at TRU, personal from School District #73, and in-house experts at TteS.

The school has a brilliant and dedicated staff. Each member is doing his/her part working with the 120 students on site to ensure that excellence is delivered at all levels. Our goal is simply to include the whole Sk'elep School of Excellence community to draw on expertise in order to reach our goal of delivering a school of excellence within the next five years.

## Completed Goals and Objectives 2012-2013

### SCHOOL WIDE

- Developed a 10 Step Anti-Bullying Campaign to eradicate bullying in our school.
- Developing a long term plan for academic and cultural planning.
- Examining data and assessments more critically to build our academic and cultural excellence.
- Team building for a common goal of academic and cultural excellence.
- Bridging the education community with our school that includes SD73, TRU, TteS, SCES, other Secwépemc Band run schools.
- Provided educational gatherings to support parents in our educational endeavors.
- Working with social development to develop a training model for parents to ensure academic and cultural excellence for their child.
- Successfully collaborated with Q'wemstin Health to have a nurse on site one day a week.
- Survived budget cuts in the face of paying a huge amount of rent.

### ACADEMIC SUCCESS

- Successfully passed and exceeded our Provincial Assessment in February, 2013.
- Laddered Prescribed Learning Outcomes (PLO's) grades K-7
- Laddered the provincial curriculum K – 7.
- Provided high levels of professional development for academic teachers.
- Brought in onsite specialists to provide supports for



students including psychologist, literacy specialists, and speech and language pathologist.

- Building a solid primary program to ensure all reach grade level.
- Provided TRU teaching students with successful practicum placements.
- Collaborated with TRU nursing students on health curriculum.
- Implementation of cross-cultural exposure for TRU staff and students, also SD#73.

## **CULTURAL SUCCESS**

- Incorporated more cultural values and language for our children.
- Took children onto the land (root digging, beaver trapping).
- Involved in moccasin making, fish weir and vest making.
- Developed curriculum for song and dance.
- Incorporated more cultural song and dance into the schedule.
- Laddering of Secwepemctsin curriculum K – 7 to build fluency.
- Stabilizing our language and culture program.
- Creating a language and culture curriculum K-7.
- Provided high levels of professional development for cultural teachers.
- Refined the mentee program in conjunction with a fluent elder.
- Working on a two year partnership agreement with TRU to work towards attaining a Bachelor of Education Degree for our mentees.
- Working in partnership with TRU to improve language teaching methodology, delivery, assessments and curriculum.
- Planned and implemented a professional development day for the Region for Secwepemctsin.
- Utilized community resource people e.g. elders.
- Working with TteS departments to enhance education e.g. Greenhouse with the Forestry Department.
- Developed a working relationship with other Secwépemc schools.
- Show cased our students through various public presentations.
- Held a successful Secwépemc cultural night with storytelling, song and dance, lahal and other games. Invited Marion Schilling, parents and community to the event that was well attended.

## **School attendance**

In 2006, 47% of the Aboriginal population on Tk'emlúps Indian Band lands aged 15 to 24 attended school in the eight months prior to the Census compared to 49% of the Aboriginal population aged 15 to 24 on reserve in

British Columbia.

## **Highest level of education**

Of the Aboriginal population on Tk'emlúps Indian Band lands aged 25 to 64, 56% had completed some form of postsecondary education compared to 37% of the Aboriginal population aged 25 to 64 on reserve in British Columbia. Approximately 25% of the Aboriginal population on Tk'emlúps Indian Band lands aged 25 to 64 reported having a high school certificate or equivalent as their highest level of education compared to 20% of the Aboriginal population aged 25 to 64 on reserve in British Columbia. In 2006, 20% of the Aboriginal population on Tk'emlúps Indian Band lands aged 25 to 64 had not completed a high school certificate or equivalent or any postsecondary education, compared to 43% of the Aboriginal population aged 25 to 64 on reserve in British Columbia.

## **Population with postsecondary qualifications change**

Of the Aboriginal population on Tk'emlúps Indian Band lands aged 25 to 64, the percentage with postsecondary qualifications increased from 48% in 1996 to 56% in 2006. For the Aboriginal population on reserve in British Columbia aged 25 to 64, the percentage with postsecondary qualifications increased from 32% to 37%. For the total population in British Columbia aged 25 to 64, the percentage with postsecondary qualifications increased from 52% to 62% from 1996 to 2006.



COUNCILLOR ROSANNE CASIMIR

DEPARTMENT MANAGER GEORGE CASIMIR

# HOUSING

“Tk'emlu'ps te Secwe'pemc is committed to providing safe, affordable, quality homes to the TteS members. The purpose of the TteS Housing Program is to create a self sustaining, independent fund that allows for TteS to build, buy, rent and repair homes according to community needs and priorities. TteS members can access housing related essentials through various financing programs, rental accommodations and construction advisory services. The TteS will encourage band members towards independent building, maintenance, and home ownership.”

The mission statement quoted is a good start on how to run our band housing and how we can work as a community to provide new housing and services for our people. We will have to go from a statement to real action across the board and that includes good property management and arrears collection. With the revenue not being generated to cover off our mortgages we are putting all our housing programs in a difficult situation as it relates to the self sustaining and independent fund we are striving for. Housing repairs and maintenance cannot be based solely on community needs and priorities but on available budget and that is what we are implementing this fiscal year.

How do we achieve the wonderful thoughts of the mission statement? With policy, enforcement and the willingness of all our tenants is. We have the backing of our leadership and know what we have to do as a department to get a clear message out on what all our rights are as band members when it comes to housing. I know that nobody intended on being burdens to our community; however, being in arrears and not paying rent is exactly what is has become. We have many band members who cannot access new housing and repairs and as a result we had to put a limit of \$700 per band member owned home.

We have reviewed letters, Band Council Resolutions, GBM decisions on zero tolerance, seen and witnessed many strategies and recommendations and the numerous empty threats on how to correct with no follow through. I will have to ensure that the housing initiatives and mandates are aligned with TteS values and approached

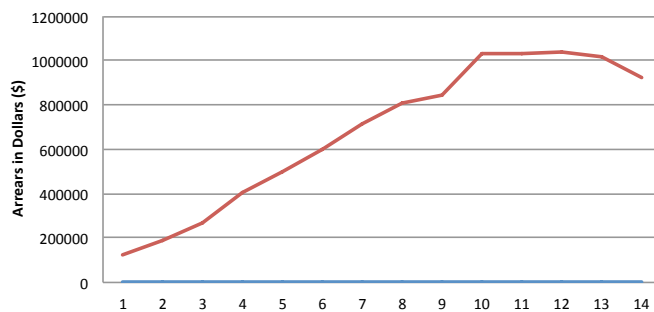
in a respectful manner but also showing positive results.

I would like to share with you the financial scenario, since 2002.

- We have gone from \$92,000 in arrears to over a Million in just eleven years.
- The repairs budget alone was over \$400,000 and we do not make enough from rents on a monthly basis so the deficit is ever increasing.
- As of May 2013 we have 26 out of 46 homes in the CMHC old program in arrears and 16 of those are over \$14,000 and have not attempted a payment in over 90 days.
- In the CMHC new program 33 out of 49 units are in arrears with 14 of those over \$4000 and have not attempted to make good on their promise to the community to pay rent.

To complete the whole situation I want to report to you

**Arrears from 2000 to 2013**



*Graph displays actual upward trend of arrears from \$92,000 to an excessive 1 Million Dollars.*

that we now collect less rent than ever, and have since 2009 lost in some cases 40% rent revenue because of reductions in rent in order to reduce arrears, this strategy as you can see has not worked.

We have covered off the intent, wonderful thoughts, and financial scenarios of TteS housing department and now, we will cover off myths of the housing department. Neither Aboriginal Affairs nor CMHC cover off expenses for us,



# HOUSING

we do, they only provide limited funding opportunities.

We provide services for our people not entitlement. We do not conduct a competition on who gets the most free services from general revenue. We do not forget who has paid rent and who has not. Here are some truthful and factual statements:

- we have to cover our mortgage at the bank and that does take rent collection
- 30 out of 95 individuals who have not attempted to pay a dime in over 90 days do not care about signed agreements or obligations to our community
- The negative and direct impact is reduced services to other members.

To remedy all the above we have created an action plan - focus for 2013, is Policy. We have reviewed the second reading, considered the complexity of one policy and have determined it will best written and managed if it were separated into 8 different areas. This will allow us to communicate with each area of our housing regime with clear and easy to read information that only pertains to the different sections.

For example we cannot have section 95 social housing policies being confused with section 10 ministerial guarantee process. Just as we cannot let rental unit policy get confused with rent to own units. We cannot have SA shelter policy be in anyway being confused with the First Nation Market Housing policy, and so on. The following is how the policy will be written and ultimately presented;

- **Policy 1, “General”**, this will include definitions, collections, insurance, and information on funding as well as a more defined section on homeownership and tenant/homeowner responsibility.
- **Policy 2, Section 95** which will include the original permit and right of first application papers as all the obligation from tenant to landlord responsibilities are clearly pointed out. We will also include more phase information and the signed acknowledgment on what we have to collect in rents to sign over the CP.
- **Policy 3, Rental Units** which include rental application,



selection criteria, tougher animal control, evictions, police patrol and the quiet peaceful enjoyment of all tenants.

- **Policy 4**, Section 10 ministerial guarantee, this will cover all aspects of the eligibility criteria for individuals building new homes, purchasing modular homes or relocating homes and is based on good credit and good standing with the band.
- **Policy 5**, Shelter Policy, this will determine rent collection on an ongoing basis to assist our lower income member's access to funds for repairs and maintenance. Enforcing rental regimes and getting away from a rental system that may be perceived as discriminatory based on where your income comes from will assist in determining a base rent that works. Dual forms for SA department and housing will be developed and included for simplicity in filling out for our membership.
- **Policy 6**, New housing, this will include a property management strategy, rents based on mortgages and break even, includes a combination of market housing, section 10, section 95 and band investment to satisfy our housing shortage. Of course all previous policies will have to be enforced in order to make this portion move forward.
- **Policy 7**, First Nation Market Housing, this is similar to the section 10 program, but advanced in terms of assistance to our community and opportunities for qualified members such as lower interest rates.
- **Policy 8**, Three Year Property Management Plan, I





COUNCILLOR ROSANNE CASIMIR

DEPARTMENT MANAGER GEORGE CASIMIR

# HOUSING

want this to be approved as policy as it will outline timeframes to each and every policy proposed here with strict deadlines and achievable goals. This policy will be beneficial for whoever is the manager in the housing department.

It is my intention as the housing manager to implement manageable policy in 2013 and work with my staff to continue providing services to our membership. We have brought in more than \$200,000 in external funding and continue applying for more to help our homeowners. The staff here includes the Housing coordinator; Joyce Frasier; Renovations coordinator; Sharla Paul, Residential Tenancy officer backfill; Hazel Quilt, File Clerk; Vanessa Fromme, and our two step workers Jessica Jules and Cameron James.

We have many goals to achieve in our department and



communication with our tenants and membership is just as much a priority as the development of policy. You will see our positive progress in time with the implementation of new housing opportunities and a better understanding of the new management and the direction. With the support of the community and our leadership we will turn this department around and implement a zero tolerance to arrears and mutually respectful policy and process to addressing the needs of our people.

We look forward to providing detailed reports on work that is being done and to provide staff reports in upcoming housing newsletters. We will stick to our commitment of communication by hosting phase meetings, committee meetings and some beneficial homeownership meetings starting this fall.

Vision Statement

The TteS Housing Authority will adequately and effectively meet the housing needs by implementing construction, renovation, and capital maintenance programs that will service the needs of all its members.



COUNCILLOR RICHARD JULES

DEPARTMENT MANAGER FREDA JULES

# 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 (delegation of authority), 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 Aboriginal Affairs and Northern Development Canada (AANDC), First Nations Tax Commission (FNTC), internal and 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 provide a model land management system, property taxation system, and environmental management that other First Nations can rebuild for their own communities.

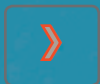
To embrace the Secwépemc culture in the development of KIR lands.

We are the caretakers of Tk'emlúpsmc and preserving Tk'emlúpsmc for future generations.

## Activities on Reserve

- On-sites for monitoring and compliance for Leases/Subleases/Permits
- Review of outstanding rents and fees correspondence to Tenants for payment
- Work list of pending transactions for Lease/Sublease/Permit
- Update Netlands system
- The staff will be trained in Netlands and in Accpac and will utilize for account searches, and statements
- The new Environmental Access database will be fully populated with all relevant documents and information
- Forms interfaces will be developed to allow new information to be added to the environmental data base easily and by anyone granted access (Leasing Officers, Lands Clerk and senior staff as well as Bylaws and Business License operations)





COUNCILLOR RICHARD JULES

DEPARTMENT MANAGER FREDA JULES

# LANDS, LEASE & TAXATION

- We will develop a geo-spatial application that will allow the new Environmental Data Base to show all files relevant to a registered lot survey using "Point and Click" technology in a Geographic Information Systems format
- The staff using the new data system will be trained to successfully use the Access environmental data base
- Environmental Audits will be scheduled to coincide with anniversary dates for rent and end of term review on every leased property
- We will see to the timely removal of all remaining underground storage tanks not supported by electronic monitoring and groundwater monitoring wells
- We will propose potential projects to available funding resources for investigating and improving environmental concerns such as air quality and groundwater quality

## Leases and Permits for TteS and Locatees 2013

Locatee Residential Leases	113
Band Residential Leases	761
Band Recreational Leases	2
Locatee Buckshee Residential Leases	332
Utility Permits	23
Locatee Commercial Leases	44
Band Commercial Leases	193
Locatee Buckshee Commercial Leases	8
Locatee Registered Permit	1
<b>TOTAL LEASES AND PERMITS</b>	<b>1,477</b>



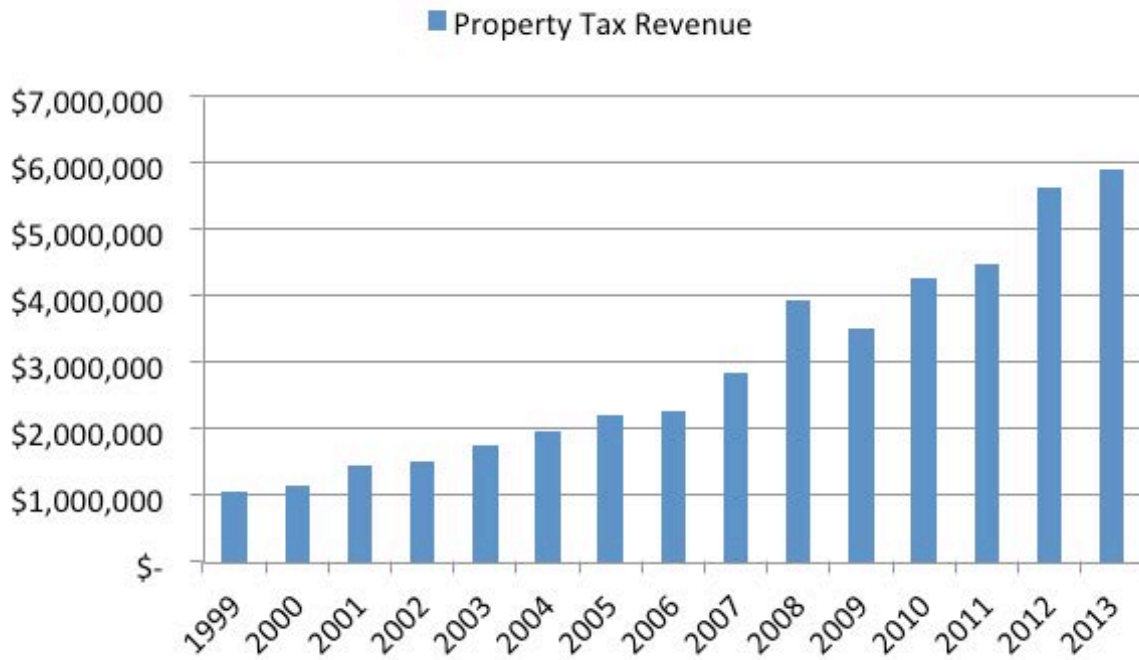
## Highlights

- Where a property has operations outside of the lease "permitted use" term(s) we have worked with the lessee to modify that lease to meet the current use
- We have implemented a uniform policy supported by Chief and Council with regards to installing and/or maintaining septic systems as sewage treatment on all leased properties not serviced by the sewer system
- The LLTX staff went out on a reserve tour day and updated photos of the KIR Lands;
- Approved and set up a pilot project for e-submissions with the Indian Land Registry System (ILRS). We now scan for registration of documents and send them into the ILRS electronically
- Initiated our own TteS grant policy equivalent to the Home Owner Grant in the Province
- Sent out property tax newsletters, brochures and notices for all regions
- Advertising in the local newspapers and posting of notices of the important dates for the tax cycle
- Developed and implemented the Rates and Expenditure Laws for 2013 with approvals by C&C and FNTC Commission;
- Assisted the Assessment Review Board in organizing and hearing the 2013 assessment appeal hearings
- Initiated ATR Process for Westsyde and Rayleigh Lands
- Internal and external meetings with:
  - AANDC
  - FNTC
  - Ministry of Transportation and Infrastructure

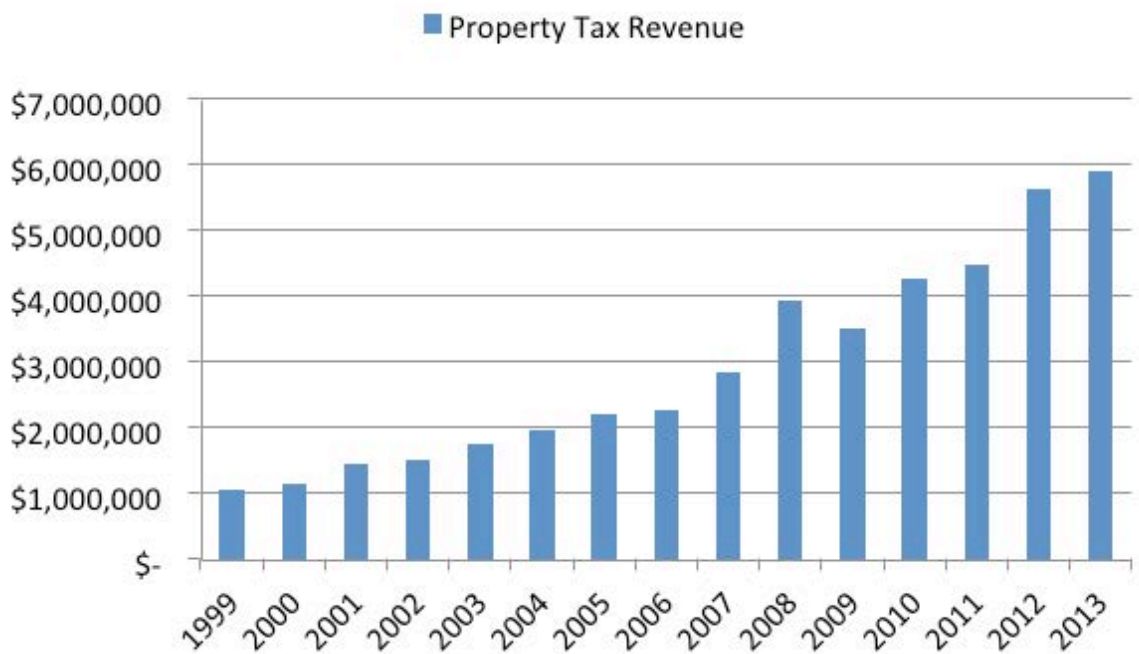


- BC Hydro
- Tenants Associations
- Locatee Landlords
- Housing Department
- Planning & Engineering Department
- Finance Department
- Development Approval Board
- Land Use Committee

### LLTX Leasing Revenue 1999 to 2013



### LLTX Property Tax Revenue 1999 to 2013





COUNCILLOR RICHARD JULES

DEPARTMENT MANAGER FREDA JULES

# LANDS, LEASE & TAXATION

## Development Projects Jan. 1st to Dec 31st 2012

• Locatee Leases Commercial	5
• Band Leases Commercial	3
• Locatee Leases Residential	2
• Permits	2
• Subleases Commercial	19
• Subleases Industrial	3
• Subleases Offices	36
• Subleases Residential	71

## Strategic Plan Status 2013

- 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)
  - TteS is currently waiting on approval from AANDC Headquarters, the Council and LLTX staff met with AANDC on May 22nd; we hope to have this signed off in the very near future.
- Development of Lands Acquisition Strategy
  - Mt. Lolo ('Étsxem' (Vision Quest/Training) Additions to Reserve has officially been added to Kamloops Indian Reserve No. 1 as of August 20, 2012.

Plaques write up at the site:

### Mount Lolo ('Étsxem')

In 1986 the band submitted its underlying claim to the Mt. Lolo site. The band requested that the land be turned over for the use of the Kamloops Indian Band... This land is part of the traditional territory of the Band, and therefore is subject to existing aboriginal title... It is submitted that no government or individual or other group of people has any stronger claim to the area of which Mt. Lolo is part. The Federal Crown charged with the responsibility of trusteeship over Indians and lands reserved for Indians, have a unique opportunity to return to the Band a portion of land which was wrongfully alienated to them.

This land is a part of the original Douglas Reserve allotted to the Band in 1862. After 26 years of going through the Additions to Reserve process and the environmental clean-up, decommissioning, dismantling, and remediation of the former Department of National Defense Site. Mt. Lolo ('Étsxem') was officially added to Kamloops Indian Reserve No. 1 on August 20, 2012.

Mt. Lolo ('Étsxem') will now forever be used as a traditional, cultural, spiritual and sacred site as it was traditionally and historically used by the Tk'emlúps te Secwépemc (Kamloops Indian Band) and the Secwépemc.



COUNCILLOR RICHARD JULES  
DEPARTMENT MANAGER FREDA JULES

# LANDS, LEASE & TAXATION



- Spiyu7ullucw ATR
- Survey of lands, roads, water ways, utilities
  - 55 separate parcels of land
  - East Shuswap Road
  - Transfer to MoT and compensation to TteS
  - Close Harper Ranch/Pinantan Road
  - Potential completion by summer 2013
- Environmental Assessment – Phase I – waiting on survey
  - Water ways
  - Species at Risk – Western Rattlesnake
  - Current/past uses
  - Leased/permitted uses
- Legal – waiting on survey
- Appraisal – waiting on survey
- ATR Process waiting on survey in order to initiate the ATR process with AANDC
- Rayleigh and Westsyde ATR
- Legal transfer of lands to KIBDC in September 2010
- Outstanding environmental clean up
  - 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 has been initiated with AANDC on February 2012

Kukwstese'tsemc (Thank You)



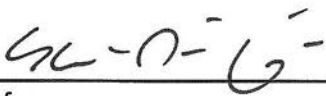
## MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of Tk'emlúps te Secwépemc ("TteS") are the responsibility of management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants. The significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

TteS management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Chief and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by TteS. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on TteS's consolidated financial statements.

  
\_\_\_\_\_  
Chief

  
\_\_\_\_\_  
Chief Executive Officer



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## **INDEPENDENT AUDITORS' REPORT**

To the Members of Tk'emlúps te Secwépemc

We have audited the accompanying consolidated financial statements of Tk'emlúps te Secwépemc, ("TteS") which comprise the consolidated statement of financial position as at March 31, 2013, the consolidated statements of operations, change in net financial assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

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

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the TteS's preparation and fair presentation of the consolidated 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 TteS'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 consolidated 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, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of Tk'emlúps te Secwépemc as at March 31, 2013, and its consolidated results of operations, consolidated changes in net financial assets and consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## Other Matter

The financial statements of Tk'emlúps te Secwépemc as at and for the year ended March 31, 2012 were audited by another auditor who expressed a unqualified opinion on those statements on July 10, 2012.

A handwritten signature in black ink that reads 'KPMG LLP' with a horizontal line underneath.

Chartered Accountants

Kamloops, Canada  
July 30, 2013

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# TK'EMLÚPS TE SECWÉPEMC

## Consolidated Statement of Financial Position

March 31, 2013, with comparative figures for 2012

	2013	2012
<b>Financial assets:</b>		
Unrestricted cash and cash equivalents (note 2)	\$ 339,098	\$ 411,577
Restricted cash and cash equivalents (note 3)	276,569	216,910
Funded reserves (note 4)	992,846	1,078,825
Ottawa trust funds (note 5)	394,571	669,223
Accounts receivable (note 6)	1,366,175	694,778
Property taxes receivable (note 7)	1,356,218	1,394,014
Long-term investments (note 8)	470,945	432,236
Investment in partnership (note 9)	154,058	376,575
Advances to related entities (note 10)	10,156,074	11,551,607
	<u>15,506,554</u>	<u>16,825,745</u>
<b>Financial liabilities:</b>		
Accounts payable and accrued liabilities	2,129,993	1,809,534
Deferred revenue (note 11)	2,278,126	1,642,698
Long-term debt (note 12)	6,855,220	5,508,445
Investment in government business enterprises (note 13)	2,030,874	1,598,607
	<u>13,294,213</u>	<u>10,559,284</u>
Net financial assets	2,212,341	6,266,461
<b>Non-financial assets:</b>		
Tangible capital assets (note 14)	36,896,214	36,293,740
Prepaid expenses and deposits	1,144,803	1,182,610
	<u>38,041,017</u>	<u>37,476,350</u>
Economic dependence (note 16)		
Contingencies (note 17)		
<b>Accumulated surplus</b> (note 15)	<u>\$ 40,253,358</u>	<u>\$ 43,742,811</u>

The accompanying notes are an integral part of these consolidated financial statements.

# TK'EMLÚPS TE SECWÉPEMC

## Consolidated Statement of Operations

Year ended March 31, 2013, with comparative figures for 2012

	Budget	2013	2012
<b>Revenue:</b>			
Aboriginal Affairs and Northern Development Canada	\$ 5,797,665	\$ 6,035,221	\$ 5,255,336
Administration fees	14,392	173,894	141,864
Canada Mortgage and Housing Corporation	68,537	311,066	327,343
Contract revenue	365,638	337,587	687,283
Gain on disposal of tangible capital assets	-	380	8,500
Government business enterprises loss (note 13)	-	(432,272)	(368,701)
Health Canada	12,222	12,222	12,222
Interest and investment income	5,000	149,253	44,883
Kamloops Indian Band (K.I.B.) Sales Tax	1,226,244	1,512,405	1,129,923
Lease and rental income	2,778,513	3,583,036	3,046,199
Management fees (note 19)	656,710	669,159	582,993
Miscellaneous revenue	2,206,191	2,138,243	1,852,118
Partnership income (loss) (note 9)	7 -	(222,516)	311,343
Property taxation	5,481,510	5,270,156	5,041,651
Province of British Columbia	1,288,494	1,169,305	1,451,257
<b>Total revenue</b>	<b>19,901,116</b>	<b>20,707,139</b>	<b>19,524,214</b>
<b>Expenses:</b>			
Administration	3,424,636	3,383,563	4,513,144
Band council	1,137,486	1,035,932	1,022,596
Chief Louis Centre	432,100	332,434	481,570
Legal	1,653,100	1,160,612	1,002,420
Social development	1,860,597	1,729,463	1,744,205
Sk'elep school	1,535,211	1,865,089	1,908,628
Education	3,491,876	3,460,348	3,318,637
Property tax	3,100,301	2,288,490	1,511,791
Land and leases	1,344,801	1,074,624	1,671,904
Housing	1,319,584	1,498,861	1,753,222
Maintenance	2,995,602	3,156,253	3,281,895
Cultural resource management	739,385	665,781	773,965
Social housing	-	738,200	935,217
Amortization	-	1,803,282	890,994
Other	73,264	3,660	576
<b>Total expenses</b>	<b>23,107,943</b>	<b>24,196,592</b>	<b>24,810,764</b>
Annual deficiency	(3,206,827)	(3,489,453)	(5,286,550)
Accumulated surplus, beginning of year	43,742,811	43,742,811	49,029,361
<b>Accumulated surplus, end of year</b>	<b>\$ 40,535,984</b>	<b>\$ 40,253,358</b>	<b>\$ 43,742,811</b>

Segmented information (note 18)

The accompanying notes are an integral part of these consolidated financial statements.

# TK'EMLÚPS TE SECWÉPEMC

## Consolidated Statement of Change in Net Financial Assets

Year ended March 31, 2013, with comparative figures for 2012

	Budget	2013	2012
Annual deficiency	\$ (3,206,827)	\$ (3,489,453)	\$ (5,286,550)
Acquisition of tangible capital assets	-	(2,746,653)	(1,302,213)
Amortization of tangible capital assets	-	2,144,179	1,239,103
	-	(602,474)	(63,110)
Acquisition (usage) of prepaid expenses	-	37,807	(232,156)
	-	37,807	(232,156)
Change in net financial assets	(3,206,827)	(4,054,120)	(5,581,816)
Net financial assets, beginning of year	6,266,461	6,266,461	11,848,277
Net financial assets, end of year	\$ 3,059,634	\$ 2,212,341	\$ 6,266,461

The accompanying notes are an integral part of these consolidated financial statements.







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