

Klahoose First Nation



Interpretation Policy

Adopted: July 8, 2020

Amended:

Ad Hoc Committee:	A committee formed for a specific task or objective and dissolved after the completion of the task or achievement of the objective. All Klahoose First Nation ad hoc Committees shall have a Terms of Reference that includes membership, objectives, timeline, and budget. Klahoose First Nation ad hoc committees shall be advisory only and shall have no decision-making authority. Terms of Reference shall be approved by Council.
Administrator:	The person appointed by, and responsible to Council, who is responsible for directing Klahoose First Nation's operations. The senior staff-person of the Nation.
Band Member/Member:	Any person who is registered on the most current Klahoose First Nation Registry List.
Casual Worker:	Any person employed on a short-term basis to work on specific short-term or seasonal projects. Any employment term less than three months shall be considered a casual hire.
Chief	The duly elected Chief of the Klahoose First Nation pursuant to the <i>Indian Act</i> .
Common-law Partner	A person who has been living in a conjugal relationship with another person (opposite or same sex) for at least one year, or who had been living with the individual for at least one year immediately before the individual's death
Community Member:	A non-Member cohabiting on reserve with a Member in a married, or common-law relationship for at least one (1) year, and the non-Member children that generally reside with the couple.
Council:	Chief and Councillors of Klahoose First Nation.
Councillor:	A duly elected Councillor of Klahoose First Nation pursuant to the <i>Indian Act</i> .
Council Meeting:	A duly convened meeting of Council.
Dependant:	A non-Member individual living in the same household as a Klahoose First Nation Member that is a spouse, child, or individual who requires care due to a mental or physical disability (this includes step, common law, and same sex relationships).
Elder:	Any Member who is 60 years of age or older.
Employee:	A member of the management or staff that Klahoose First Nation has hired on a term or indefinite contract of services, whether oral or written, but does not include a casual worker or Independent Contractor
Full Time Employee:	Any employee who works a minimum of 32 hours per week on a regular basis.

Good Financial Standing:	Any Member, Community Member, Employee, or Contractor that does not owe any monies to Klahoose First Nation, unless there is a written repayment agreement in place that has been honoured for the preceding 6 consecutive months.
Hourly Employee:	All part time and non-salaried full-time employees who are paid at a fixed hourly rate.
Immediate Family:	Is limited to the individual's spouse (including common-law and same sex spouse), parents, children, siblings, grandparents, grandchildren and includes in-law and step relationships, and any relative permanently residing in the individual's household or with whom the individual resides.
Independent Contractor:	Anyone or any business that provides a service or performs work for compensation that is not considered an employee by Revenue Canada or a contract employee by WorkSafeBC.
KFN:	Klahoose First Nation
Klahoose:	Klahoose First Nation as defined in section 2(1) of the <i>Indian Act</i>
Klahoose First Nation Website	The website located at klahoose.org
Minor	An individual under the age of 18 (as per Canadian Federal Age of Majority).
Part Time Employee:	Any employee who works less than 32 hours per week on a regular basis.
Permanent Employee:	Any employees whose appointment is on an ongoing basis, so long as the contract of employment continues.
Program Manager:	An employee in charge of a specific department or program of Klahoose First Nation
Quorum of Council	Three members of Council.
Salaried Employee:	A full-time employee who is paid at a fixed annual salary rate and works a minimum of 70 hours bi-weekly. However, a salaried employee is expected to work the hours necessary to fulfill his/her job responsibilities.
Supervisor:	a) for a staff member, that person's Program Manager; b) for the Program Managers, the Administrator; and c) for the Administrator, a quorum of Council
Term Employee	Any employee hired by Klahoose First Nation for a specific period of time (the Term), usually no more than 12 months.

REVIEWED & RECOMMENDED

Dated this 8th day of July, 2020

APPROVED BY:

Chief Kevin Peacey

Councillor Billy Barnes

Councillor Steven Brown

Councillor Helen Hanson

Councillor Michelle Robinson