

JOINT SECRETARIAT
INUVIALUIT RENEWABLE RESOURCE COMMITTEES
ANNUAL ACTIVITY REPORT - 1995/96

March, 1996

OBJECTIVES OF THE JOINT SECRETARIAT

1. To support and facilitate the interests of the wildlife and environmental councils, committees and boards, established pursuant to the Inuvialuit Final Agreement in any matters relating to their responsibilities and interests.
2. To provide administrative (financial/clerical) support to those councils, committees and boards and to arrange logistics of meetings pursuant to the business of those councils, committees and boards.
3. To record and make available all materials associated with the business of those councils, committees and boards as required by their Chairmen and other appropriate agencies.
4. To establish and maintain working liaisons between the Joint Secretariat and other Inuvialuit organizations, Government, Industry, the Academic sector and other relevant agencies or organizations.
5. To provide technical resource support to those councils, committees and boards as required by their Chairmen.

STRUCTURE

The Joint Secretariat presently consists of:

- a board of directors, comprised of the Chairmen of the committees served by the Secretariat.
- an Executive Director, responsible for the overall direction of the Secretariat.
- an Office Manager, responsible for the routine office procedures and the financial administration of the Secretariat.
- a financial administration unit reporting to the Office Manager which is comprised of a Senior Accounts Clerk, a Junior Accounts Clerk, a Travel Clerk and a Secretary/Receptionist. This unit is responsible for the maintenance of the Secretariat's general ledger, accounts payable and accounts receivable, preparation of financial reports and matters relating to the budget process.
- A Librarian (who is also the Travel Clerk) is responsible for inputting library data into a computerized retrieval system and maintenance of the library itself.
- a Resource Person for the FJMC.
- a Resource Person for the Inuvialuit Game Council.
- a Resource Person for the WMAC (NWT).
- a Resource Person for the EISC and the EIRB.
- a Resource Person for the operation of the GIS.
- a Co-ordinator for the Harvest Study, with eight full-time field workers in the six ISR communities.

The Joint Secretariat receives policy direction from it's Board of Directors, who are also members of the Secretariat as a society.

The resource persons receive their line management from the Executive Director and work for their respective committees. The Harvest Study co-ordinator is similar to the resource persons but receives technical direction from a multi-agency local working group. The secretary, the library clerk and the financial unit receive their direction from the office manager, who in turn gets direction from the Executive Director.

STRUCTURE Cont'd**JOINT SECRETARIAT BOARD OF DIRECTORS 1995/96:**

Chairman	-	John Bailey, WMAC(NWT)
Vice-chairman	-	Tom Beck, EISC
Secretary	-	Norm Snow, Joint Secretariat
Director	-	Larry Carpenter, IGC
Director	-	Bob Bell, FJMC
Director	-	Robert Hornal, EIRB
Ex-officio	-	Lindsay Staples, WMAC(North Slope)

JOINT SECRETARIAT STAFF 1995 - 1996:

<u>POSITION</u>	<u>NAME</u>	<u>DATE OF EMPLOYMENT</u>
Executive Director	Norm Snow	Oct. 1986 to present
Office Manager	Lena Malegana	Apr. 1987 to March '96
Senior Accounting Clerk	Debbie Anderson Peggy Madore	Dec. 1988 to June '95 June '95 to present
Junior Accounting Clerk	Peggy Madore Judy Gordon	Mar. 1994 to Jun '95 June '95 to present
Travel Clerk	Shirley Kisoun	Aug. 1992 to present
Secretary/Receptionist	Michelle Greene Laura Paterson	Aug. 1992 to May '95 July '95 to present
Casual Secretary	Judy Gordon	May '95 to July '95
FJMC Resource Person	Matt Stabler	June 1992 to present
IGC Resource Person	Richard Binder	Sept. 1990 to present
WMAC(NWT) Res. Person	Bruce Hanbidge	Aug. 1990 to present
Env. Resource Person	Linda Graf	Nov. '95 to present
Env. Casual RP	Linda Graf	July 1994 to Oct.'95
Harvest Study Co-ord.	Michael Fabijan	Apr. 1987 to present
GIS Resource Person	Wayne Forsythe Mike Muller	Oct. 1993 to Oct '95 Jan. 1996 to present

OPERATIONS

The Joint Secretariat (JS) was incorporated as a society in 1986, pursuant to the Inuvialuit Final Agreement. Five chairmen of the co-management committees (below) constitute the society's members and directors. The chairman of the WMAC (North Slope) is an ex-officio director. The Joint Secretariat was established to provide technical and administrative support to the following Inuvialuit Renewable Resource Committees:

- The Inuvialuit Game Council
- The Wildlife Management Advisory Council (NWT)
- The Fisheries Joint Management Committee
- The Environmental Impact Review Board
- The Environmental Impact Screening Committee

The board of directors of the Joint Secretariat held one regular and an annual general meeting, as well as one teleconference during the 1995/96 fiscal year. The regular board meeting and the annual general meeting were held in Whitehorse in September. The teleconference took place in early May. The teleconference was convened primarily to consider a course of action to assist in the resolution of the Inuvialuit Participation cost reimbursement dispute and the implications of the continuing deadlock.

In early May, Joint Secretariat staff, and IGC members made presentations at a public hearing on the proposed Endangered Species Act, in Yellowknife. During the same week, the Executive Director, the Chairman of EISC, and the Vice Chairman of IGC appeared before the Parliamentary Standing Committee on the Environment and Sustainable Development at one of its public hearings in the NWT (Yellowknife), where the IGC Vice Chairman gave the presentation on behalf of the Inuvialuit.

In mid-May, the secretary/receptionist resigned from her position and a casual secretary was hired on a temporary basis.

At the beginning of June, two Renewable Resource Technology students from Arctic College were hired as resource person assistants for a nine-week period. Ronald Binder and Jackie Nogasak-Thrasher were co-sponsored by the JS and Canada Employment to work in the JS office.

In mid-June, a "Contaminants Workshop" was held in Inuvik. This workshop was co-sponsored by Territorial Health (GNWT), the Inuvialuit Game Council, and the Gwich'in Tribal Council. Joint Secretariat staff were heavily involved in the planning, organization and delivery of this workshop.

In June, the Senior Accounting Clerk resigned from her position, which was subsequently filled by the Junior Accounting Clerk. This left the Junior Accounting Clerk position open, which was subsequently filled by the casual secretary.

Also in June, interviews were held to fill the secretary/receptionist position.

OPERATIONS Cont'd

The "International Association for Impact Assessment" held its annual meeting in Durban, South Africa during the latter part of June. The theme this year was the role of indigenous people in impact assessment. This meeting was attended by the Chairman and Vice Chairman of the IGC and the Executive Director. The "Inuvialuit experience' paper was delivered by the Vice Chairman of the IGC.

The transportation of the Aklavik Bowhead Committee's tow-boat from Edmonton to Aklavik experienced delays. This necessitated the coordination of arrangements being undertaken by Joint Secretariat staff (FJMC Resource Person and the Office Manager) as all the community members had to be at Shingle Point to carry out the on-site preparations.

The recruiting process for the position of Resource Person - Environment, was initiated in August and interviews conducted in September. The position was filled in January, 1996.

The G.I.S. Specialist resigned from this position in October to undertake a Ph.D program in Germany. Staffing action was initiated during October and the position was filled in January 1996.

Also in October, as a result of continuing heavy use, and an anticipated increase in volume requirements, the older of the two Joint Secretariat photocopiers was traded in for a larger capacity model.

Also in October, several staff members took advantage of courses being offered by the Aurora Campus (Inuvik) of Arctic College. Judy Gordon, Peggy Madore and Lena Malegana took an accounting course, Laura Paterson and Linda Graf took the Internet course, and Richard Binder took a WordPerfect course.

In the first week of November, the Department of Health and Social Services (GNWT) convened an Arctic Contaminants workshop in Yellowknife. The Executive Director attended this workshop as a member of the Technical Committee and facilitated the Western Arctic break-out group sessions.

The organizers of the Canadian Council on Ecological Areas extended a group invitation to make a presentation on protected areas within the Inuvialuit Settlement Region at their annual conference in Calgary in mid-November. This joint presentation, which included the screening of a recently produced video on the subject, was delivered by Larry Carpenter (IGC Chair), Duane Smith (IGC Vice Chair), Richard Binder (IGC - RP), Tom Beck (EISC Chair), Ian Stirling (CWS) and Norm Snow (Executive Director - JS).

In the latter part of November, the first workshop on "Circumpolar Aboriginal People and Co-management Practice" was held in Inuvik. This event represented the culmination of a considerable organizational effort on the part of the staff of the Joint Secretariat, Bruce Hanbidge (WVAC(NWT) RP) in particular.

The week long event was attended by more than 250 people including representatives of aboriginal organizations, government agencies, academics, and NGO's from all parts of Canada, the majority from the North, Alaska, Russia, Greenland and the U.K. The sessions of the workshop were characterised by a high level of participatory involvement. The Proceedings will be available later this year (1996) as a special publication of the Arctic Institute of North America.

Financial support for the workshop was provided by DIAND, GNWT, AINA, the Town of Inuvik and the Gordon Foundation. It would not, however, have been possible to put on an event of this scale, were it not for the provision of substantial support by the whole staff of the Joint Secretariat, especially the Administration staff.

In mid-January, the national Ecological Monitoring and Assessment Network (EMAN) workshop in Halifax, was attended by Billy Day (FJMC), Herbert Felix (IGC) and Norm Snow (Joint Secretariat). Billy Archie (WMAC-NS) gave a presentation as part of the traditional knowledge session.

Immediately following this meeting, the Executive Director, Larry Carpenter (IGC Chair), Herbert Felix (IGC), and a representative from Inuit Tapirisat of Canada (I.T.C.), participated in the CCME National Harmonization workshop in Toronto. This workshop was a public review and discussion of the current draft of the proposed Environmental Management Framework Agreement.

In February, the EMAN group participated in a regional workshop held in Whitehorse, which dealt primarily with the establishment of ecosystem monitoring priorities for the Northern Yukon, the Mackenzie Delta and the Beaufort Sea.

In March, the ITC held its annual Environmental workshop and Research Group business meeting in Rankin Inlet. These meetings were attended by Billy Day (IGC), Mark Ekootak (IGC), the Executive Director (JS) and two Inuvialuit youth delegates.

Participation in some of the workshops attended this year, was subsidised by C.W.S., I.T.C., and the C.C.M.E.

During the last week of March, Billy Day, (FJMC), Don Dowler, (FJMC), Duane Smith (IGC Vice Chair), and Norm Snow (Executive Director -JS) made up an NGO delegation at the sixth Annual Meeting of the North Atlantic Marine Mammal Commission (NAMMCO) in Tromso, Norway. At this time the group held informal meetings with the Canadian Government observer delegation (DFO) regarding future relations of Canada and NAMMCO. On the return from Norway, the group met with the Canadian High Commissioner and members of his staff in London, to discuss the sealing and fur issues. The group also met with representatives of the International Fur Trade Association to discuss the current status of the European Parliament fur-labelling legislation.

Via the Canadian High Commission, the curator of the ethnography collection of the British Museum, met with the group to explore Inuvialuit involvement in the establishment and inauguration of an Inuit exhibit to be opened at the British Museum later in the year.

The Office Manager of the Joint Secretariat resigned from her position at the end of March. The Senior Accounting Clerk will be acting Office Manager until such time as that position is filled.

The normal operations of the Joint Secretariat were disrupted for the first half of the year as a result of what became known as the "Inuvialuit Participation (I.P.) costs" issue. The decision by the GNWT to no longer reimburse these costs, as they had done for the preceding eight years, and the lack of a timely resolution of this matter, resulted in the operations of four co-management bodies and the Screening and Review Process being rendered dysfunctional. This caused secondary, but severe, impacts on the industrial sector, numerous researchers and other wildlife management bodies.

This period of dysfunction was prolonged by the inability of Canada to make Order-in-Council appointments for some chairs and members of the co-management bodies for which such appointments are required, prior to the expiry of the three year terms for these positions.

This regrettable state of affairs necessitated a considerable amount of effort on the part of the Joint Secretariat staff and its Board to cope with the disruption of normal activities, and to assist in achieving a solution to the problem.

In spite of these difficulties, the Joint Secretariat continued to maintain liaison with the governments, industry and other sectors through its various committees and their staff. It was also actively involved with each of the Hunters and Trappers Committees in the ISR communities providing financial advice, and services, throughout the year.

FUNDING

Funding requirements for the Joint Secretariat committees are provided by Contribution Agreements as follows:

1. **Government of the Northwest Territories - Department of Renewable Resources (3 Contribution Agreements)**
 - a) - Joint Secretariat Administration
 - Inuvialuit Game Council
 - Wildlife Management Advisory Council (NWT)
 - Staff Support for the Joint Secretariat Library
 - b) - Harvest Study
 - c) - Inuvialuit participation costs for the Environmental Impact Review Board, the Environmental Impact Screening Committee and both Wildlife Management Advisory Councils (North Slope -and NWT)

2. **Department of Fisheries and Oceans Canada**
 - Fisheries Joint Management Committee (Inuvialuit and Chairman costs)
 - Fisheries Joint Management Committee (staff & program support)
 - FJMC Beluga Monitoring Program, Fishing Registration and Consultation
 - Harvest Study

3. **Department of Indian and Northern Affairs**
 - Environmental Impact Screening Committee
 - Environmental Impact Review Board
 - Administration and Staff Support for both the above Committees
 - Environmental Impact Review Board Public Reviews

Funding provided outside Contribution Agreements:

In addition to the above funding, the Harvest Study also received financial support through a grant from the Canadian Wildlife Service, and a contribution from the Wildlife Management Advisory Council (North Slope).

FINANCIAL STATEMENTS

The Joint Secretariat's audited financial statements are provided separately from the annual report and are prepared for them by the firm of Avery, Cooper and Co. of Yellowknife, N.W.T.

