

JOINT SECRETARIAT

**INUVIALUIT RENEWABLE
RESOURCE COMMITTEES**

**ANNUAL ACTIVITY REPORT
April 1, 2008 to March 31, 2009**

May 2009

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OBJECTIVES OF THE JOINT SECRETARIAT

1. To support and facilitate the interests and activities 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 Chairs 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 Chairs.

ORGANIZATION AND STAFF ROSTER

- The Joint Secretariat presently consists of:
- a Board of Directors, consisting of the Chairs of the committees served by the Secretariat;
- an Executive Director, responsible for the overall direction of the Secretariat;
- a Senior Administrative Officer (SAO), responsible for the routine office procedures and the financial administration of the Secretariat;
- a Financial Administrative unit reporting to the Senior Administrative Officer which consists of a Finance Officer, a Travel/Accommodation Coordinator, a Secretary/Receptionist and a Hunters and Trappers Committee Administrative Support Officer (HTC-ASO). This unit is responsible for the maintenance of the Secretariat's general ledger, the accounts payable and accounts receivable functions, preparation of financial reports and matters relating to the budget process. The HTC-ASO provides direct support to the HTCs on financial administration and general secretarial matters.
- a Librarian (who is also an Administrative Clerk), responsible for inputting library data into a computerized retrieval system and the maintenance of the library itself;
- Two Resource Biologists for the Fisheries Joint Management Committee (FJMC);
- a Resource Management Coordinator for the Inuvialuit Game Council (IGC);
- a Resource Biologist for the Wildlife Management Advisory Committee (NWT) (WMAC (NWT));
- an Environmental Assessment Coordinator for the Environmental Impact Screening Committee (EISC);
- an Environmental Assessment Coordinator for the Environmental Impact Review Board (EIRB);
- a Geographic Information System (GIS) and Information Technology (IT) Specialist;
- a Community Support Unit (CSU) which consists of three staff members

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

The technical resource staffs (FJMC, IGC, WMAC(NWT), EISC, EIRB, GIS, and CSU) receives their line management from the Executive Director and are the secretaries of their respective committees. The secretary, the library clerk, the travel/accommodation coordinator and finance officer receive their direction from the Senior Administrative Officer, who in turn gets direction from the Executive Director.

JOINT SECRETARIAT BOARD OF DIRECTORS 2008/09:

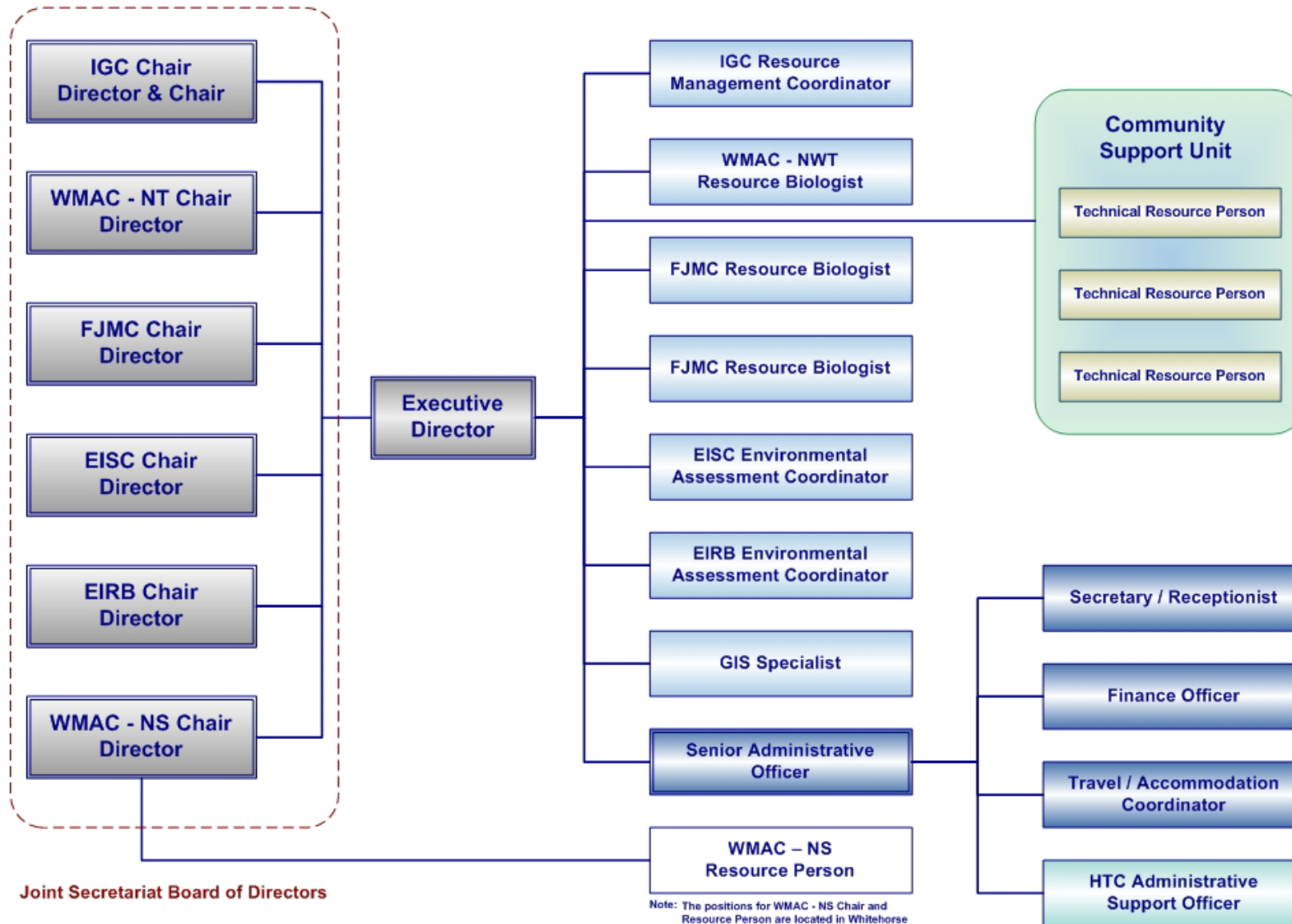
Chair	-	Frank Pokiak, IGC
Vice-chair	-	Elizabeth Snider, EIRB
Secretary	-	Norm Snow, Joint Secretariat
Director	-	Bob Bell, FJMC
Director	-	Larry Carpenter, WMAC (NWT)
Director	-	Lindsay Staples, WMAC (North Slope)
Director	-	Fred McFarland, EISC

JOINT SECRETARIAT STAFF 2008 - 2009:

<u>POSITION</u>	<u>NAME</u>	<u>DATE OF EMPLOYMENT</u>
Executive Director	Norm Snow	October 1986 to Present
Senior Administrative Officer	Connie Gordon	May 2006 to Present
Finance Officer	Erica Lugt Donna Firth	September 2008 to Present March 2008 to June 2008
Travel/Accommodation Coordinator	Meeka Kisoun	January 2007 to Present
Secretary/Receptionist	Bernice Joe	January 2001 to Present
Librarian/Casual Office Clerk	Myrna Button	February 1998 to Present
FJMC Resource Biologist	Sheila Nasogaluak	August 2007 to Present
FJMC Resource Biologist	Louis Porta	March 2008 to Present
IGC Resource Management Coordinator	Steve Baryluk	June 2006 to Present
WMAC (NWT) Resource Biologist	Bruce Hanbidge Lila Voudrach	September 2008 to Present March 2008 to June 2008
EISC Environmental Assessment Coordinator	Barb Chalmers	September 2007 to Present

EIRB Environmental Assessment Coordinator	Eli Arkin Robin Beveridge	January 2008 to Present April 2004 to May 2008 – [In August 2004 Robin was seconded to a staff position for the Joint Review Panel conducting the Environmental Assessment of the Mackenzie Gas Project. Her salary in this position is recovered via the Canadian Environmental Assessment Agency].
GIS Specialist	Vacant	
HTC Administrative Support Officer	Diane Dillon	September 2001 to Present
Community Support Unit	Christine Inglangasuk Richard Binder Jennifer Lam	January 2008 to Present April 2005 to Present September 2008 to Present

Joint Secretariat Organization Chart



OPERATIONS

The Joint Secretariat (JS) was incorporated as a society in 1986. The six chairs of the committees listed below constitute the society's members and directors. The Joint Secretariat was established to provide technical and administrative support to the following Renewable Resource Committees for the Inuvialuit Settlement Region (ISR):

- the Inuvialuit Game Council (IGC);
- the Wildlife Management Advisory Council (NWT) (WMAC(NWT));
- the Wildlife Management Advisory Council (NS) (WMAC (NS)); [Inuvialuit Participation]
- the Fisheries Joint Management Committee (FJMC);
- the Environmental Impact Review Board (EIRB); and
- the Environmental Impact Screening Committee (EISC).

The Board of Directors for the Joint Secretariat held one regular meeting; the Annual General Meeting and a meeting of the By-Laws and Policies sub-committee during the 2008/09 fiscal year. These meetings were held in Inuvik, NT and Calgary, AB respectively.

The Joint Secretariat continues to achieve its objective by providing the requisite financial administration and technical support to the Inuvialuit Game Council (IGC) and the co-management Boards set up pursuant to the Inuvialuit Final Agreement (IFA). [See Audited Financial Statement 2008/2009].

It has maintained, and continues to expand its archival function; and has continued to work closely with Government, Industry, the academic sector, multi-stakeholder research programs and Inuvialuit organizations as per its objectives.

Shell continues to provide funding via the Arctic Institute of North America (AINA), for the maintenance of an ISR literature database as a sub-unit of the Arctic Science and Technology Information System (ASTIS). Our part-time librarian, Myrna Button and a casual assistant have assisted Ross Goodwin and his Arctic Institute of North America staff in this worthwhile initiative. The web site is fully functional and updated as a result of the ministrations of Barb Chalmers and Connie Gordon.

The Administration Unit has again continued to provide excellent service to the JS Staff, Board, and third party agencies. In particular, it has been responsible for organizing and participating in Community Information meetings.

Erica Lugt, Finance Officer, was on maternity leave until August 2008.

The Coordinator for the Beaufort Sea Strategic Regional Plan of Action (BSSrPA) (John Reid) is housed in the JS Offices, and has completed the draft Regional Plan of Action.

The JS continues to be active in promoting, facilitating and partnering with Arctic research projects. These include:

- Drilling-Sump and permafrost studies (S. Kokelj and R. Jenkins).

- Community-based sea-ice monitoring (ARI, ARCTICNET).
- Local organization and participation in various conferences and workshops:
 - Northern Arctic Research
 - Nahidik program
 - Arctic Net program
 - OAP-RCC Meetings
 - OAP-Partners Meetings
 - Beaufort Sea Strategic Regional Plan of Action (BSSrPA)
 - Beaufort Regional Environment Assessment (BREA)
- Northern Environmental Science Centre (now Western Arctic Research Centre)
 - The Executive Director has attended several local meetings involving the Town of Inuvik, Aurora Research Institute (ARI), GNWT, GTC and IRC to scope out the details and assist in the development of a research centre in the ISR.
- The JS remains involved in promoting, expanding, and developing Western Arctic research infrastructure e.g. in continuing to participate in the development of plans for a new research facility in Inuvik, and assisting in the coordination and involvement of Inuvialuit youth in the “Nahidik” research cruises.
- The JS is continuing to partner with ARI, NRCAN, and EC on some IPY projects.
- The JS continues to be involved in, and monitors the progress of DIAND’s Comprehensive Land Claims Assessment. This is in conjunction with IRC.
- IGC, WMAC(NWT) and JS staff remain involved in the development of a new GNWT statute for Species at Risk, together with the Gwich’in, Sahtu, and Tli Cho. Progress has been made this year with several meetings, teleconferences, and draft reviews. A final draft was tabled with the GNWT Legislative Assembly early in 2009.
- JS Staff also participate in Yukon Species at Risk statute development meetings.
- The IGC Chair and the JS Executive Director are members of the Arctic Council’s Emergency Prevention, Preparedness and Response (EPPR) Working Group as members of the Canadian delegation. There were two meetings during this reporting period.
- EPPR-CANDEL was asked to prepare a proposal for an Oily Waste Disposal guidelines project. The JS Executive Director undertook to do this with Federal Government funding. The proposal has been submitted

to the EPPR-WG, and progress reports presented at their meetings. The EPPR-CANDEL also held a meeting in Inuvik this year.

- The JS continues to work on several Inuit-specific projects with ITK e.g. CFL project Team 10, Tuk Harbour Project and the AMSA report.

Executive Director – Norm Snow

In addition to JS administration and direction, the Executive Director attends JS Board meetings, as Secretary and IGC meetings. He also attends IFA- Implementation Coordinating Committee (ICC) meetings, and is the alternate for the IGC Member (Frank Pokiak).

In addition to the memberships mentioned previously, he is the President of the Arctic Regional Advisory Council (RAC), which has met twice during this reporting period.

As a RAC Chair, he also attended two National Advisory Committee meetings during this reporting period.

He is also a member of:

- The Environmental Studies Research Fund (ESRF) Management Board which has held two meetings this year. He is a member of the Northern Advisory Committee which has met once this year, and several ESRF Technical Advisory Groups:
 - Valued Component thresholds
 - Cumulative Effects thresholds
 - Research Data gaps
 - Waste Disposal in the ISR
 - Oil Spill Preparedness
 - Tuktoyaktuk Harbour Project

This involves the reviews of research proposals, as well as the development of Terms of Reference and Criteria for projects.

- The Northern Board Forum (NBF) Working Group, which has held several meetings, and organizes and participates in the NBFs, of which two were held during this reporting period.
 - The WG also maintains a task tracking function and, under the leadership of the MVEIRB, has developed a research priorities document.
- Northern Boards Training Steering Committee and Working Group.
- Beaufort Sea Strategic Regional Plan of Action (BSSrPA) Steering Committee, Executive Committee, Research sub-committee, and interim member of the Social, Cultural, and Economic sub-committee. These bodies have held numerous teleconferences and meetings throughout the year.
 - The Executive Director contributed text, edited drafts of the plan and participated in the Community Tour.
- Aurora College NRTP Advisory Committee.
- PERD Northern POL. One meeting this year: reviewed and approved new and ongoing research in the Beaufort Sea, relevant to energy development in that region
- Ocean Action Plan Regional Coordinative Committee and the Beaufort

Sea Partnership

The Executive Director has also participated in the following meetings:

- Joint Review Panel related
 - Numerous meetings and teleconferences involving the Partners and NGPS, many of which also included the JRP Chair and Panel Manager. These were to monitor the increasing budget, and assist in the provision of technical support to the panel and its staff in their development of the Panel Report. There was also one meeting with the whole Panel in January.
- Several meetings dealing with remedial measures for declining barren-ground Caribou Herds.
- Environment Canada Environmental Science and Technology annual seminars.
 - Provided Western Arctic regional update and made a presentation on guidelines for disposal of waste in remote areas. Also outlined research needs for Beaufort Development.

Other oil-spill preparedness, R & D, and planning activities that the Executive Director (E.D.) has participated in, are the Beaufort Sea Emergency Response Working Group, the Arctic Regional Environmental Emergencies team, and the Varandeya terminal exercise (on behalf of the EPPR-WG).

With respect to other Arctic research activities, the ED was a member of the Canada-U.S. Arctic Oil & Gas Research Forum Executive Committee and assisted in the organization of this event held in Anchorage, Alaska. He also undertook an inspection of the Polar Continental Shelf Project (PCSP) Tuk base with PCSP and ARI staff and met with the Tuk Community Corporation to explore the re-activation of the Tuk base.

With respect to the other Beaufort Sea Planning activities, the E.D. is a member of the Executive and Steering Committee of the Beaufort Regional Environmental Assessment (BREA). This has involved several face-to-face meetings, numerous teleconferences, a Community Tour, workshop planning and presentations to Interdepartmental meetings as well as to the Beaufort Delta Leadership gathering.

He has also been involved in meetings with the NEB and with Industrial Proponents to consider future Beaufort activities.

Other issues and activities include:

- Polar Bear “non-detriment finding” process
- Wildlife monitor training
- IRC 42 Directors meeting
- Community Conservation Plans (revisions)
- Prince of Wales museum new Arctic exhibit
- Meetings with World Wildlife Fund- Canada and the PEW Trusts regarding Beaufort Sea Development

IGC Resource Management Coordinator – Steven Baryluk

Much of Steven’s activities involve the day-to-day management of the affairs of the Inuvialuit Game Council, and especially the Chair of the Council. This includes

managing and filing correspondence, and preparing travel arrangements for any of the members or other representatives attending various meetings/conferences, participating in various conference calls, and the planning of various meetings.

Issues relating to the offshore came up regularly over the course of the fiscal year through various initiatives such as the proposed Beaufort Regional Environmental Assessment (BREA), the Beaufort Sea Partnership (BSP), and offshore development in the Beaufort. Steven was engaged in many of these processes and was tasked with tracking their activities. This was done by attending meetings and conference calls for the BREA (and organizing a community tour for the BREA), the BSP (and its Regional Coordinating Committee), and Imperial Oil and BP's proposed offshore programs. Steven was also given the task by the Council of reviewing and working on amendments to the Offshore Waste Treatment Guidelines as a NGO nominee of the National Energy Board.

Polar bear issues were also prevalent late in the fiscal year with issues such as the proposed boundary change for the Southern Beaufort subpopulation, the COSEWIC Status Assessment Report, a draft Non-Detriment Finding, draft National Management Strategy, and international pressures being major topics of discussion. These issues were discussed regionally at various meetings with the communities and at IGC meetings, workshops, as well as at the Polar Bear Technical Committee and Polar Bear Range States meetings.

Caribou was another common topic this fiscal year with Steven participating in many working group meetings for developing the Porcupine Caribou Harvest Management Strategy, and the sub-allocation of the recommended Total Allowable Harvest for the I/BC/06 caribou zone in the ISR.

The drafting of the NWT Species at Risk Act (SARA) process was concluded, and the process for revising the NWT Wildlife Act was initiated. Steven attended a number of meetings and conference calls held to review progressive drafts of the SARA bill, and attended a GNWT Standing Committee Hearing to review the draft Bill.

The IGC held a Strategic and Business Planning workshop in December as 'phase II' of a Northern Board Forum program.

Other miscellaneous activities included developing presentations for the IGC Chair and Directors to deliver at various conferences. As part of an effort to be more visible and accountable to the communities, Steven attended several meetings held by the Hunters and Trappers Committees, including the Annual General Meeting for the Paulatuk, Inuvik, and Tuktoyaktuk HTC's. Regular meetings of the Ulukhaktok, Tuktoyaktuk, and Inuvik HTC's were also attended where updates were given on the issues the IGC was dealing with and to answer any questions the communities may have regarding the business of the Council.

WMAC (NWT) Resource Biologist – Bruce Hanbidge

This fiscal year, as the Resource Biologist (RB) for the Wildlife Management Advisory Council (WMAC (NWT) or the Council), Bruce fulfilled the administrative tasks related to organizing recording and auctioning items for: three regular Council meetings; one joint meeting of the WMAC (NWT) and the WMAC (North Slope; 13 teleconferences; two committee appointments; and attended 7 meetings or conferences.

Bruce started work for the Council in September 2008. The RB position was covered off for the preceding portion of the 2008/2009 fiscal year by: Lila Voudrach from March to June 2008 and from June until September 2008 by several staff in the Joint Secretariat.

A majority of Bruce's time this fiscal year was occupied by polar bear issues followed by committee work for the Bluenose Caribou Management Plan and the amending of the NWT Wildlife Act. The balance of his time was occupied by: revising the Community Conservation plans for the six Inuvialuit Communities in the Inuvialuit Settlement Region (ISR); and regular administration pertaining to the Council's regular meetings. Bruce also: assisted the Inuvialuit Game Council (IGC) Resource Person in the drafting of correspondence and other tasks relating to the administration of the IGC; and maintained a regular liaison with the staff of the other five Inuvialuit Renewable Resource Co-management Committees.

The dates of meetings and other activities attended by the RB are as follows:

Regular WMAC (NWT) meetings

- 19-20 September 2008, in Whitehorse YT
- 08-09 December 2008, in Inuvik NT
- 09-10 March 2009, in Inuvik NT

Joint meetings of the WMAC (NWT and WMAC (NS)

- 10 December 2008, in Inuvik NT

Teleconferences

- Environment Canada Polar Bear Advisory Committee, 29 October 2008
- Environment Canada Polar Bear Advisory Committee, 04 November 2008
- Environment Canada Polar Bear Advisory Committee, 20 November 2008
- Inuit Tapirisait Kanatami and Canadian Inuit organizations concerning polar bear management, 25 November 2008
- Environment Canada Polar Bear Advisory Committee, 15 December 2008
- Environment Canada Polar Bear Advisory Committee, 17 December 2008
- Inuit Tapirisait Kanatami and Canadian Inuit organizations concerning polar bear management, 07 January 2009
- Environment Canada Polar Bear Advisory Committee, 23 January 2009
- Review of the Canada/United States Polar Bear Memorandum of Understanding with the WMAC (NWT) legal counsel, 16 February 2009
- Inuit Tapirisait Kanatami and Canadian Inuit organizations concerning polar bear management, 20 February 2009
- Environment Canada Polar Bear Advisory Committee, 03 March 2009
- Working Group for the Bluenose Caribou Management Plan, 04 March 2009
- Environment Canada Polar Bear Advisory Committee, 01 April 2009

Committee work

- Appointed as a member of the working group to amend the NWT Wildlife Act
- Appointed as a member of the working group to draft the Bluenose Caribou Management Plan

Other meetings/conferences

- A meeting with the Advisory Committee on Cooperative Wildlife Management (ACCWM) to initiate work on the Bluenose Caribou Management Plan, 12 November 2008, in Yellowknife NT
- A meeting between the Council, Inuvialuit Regional Corporation, IGC, the Joint Secretariat and World Wildlife Fund (Canada) concerning polar bear management, 15 November 2008, in Inuvik NT
- Bluenose Caribou Management Plan working group meeting, 12-14 January 2009, in Yellowknife NT
- Wildlife Act Working Group meeting, 15-16 January 2009, in Yellowknife NT
- Doug Clark's Polar Bear management workshop, 30 Jan 09 – 01 Feb 09, Whitehorse YT
- Environment Canada Polar Bear Technical Committee, 03-05 Feb 09, Whitehorse YT
- Wildlife Act Working Group meeting, 21-22 February 2009, in Yellowknife NT
- Nunavut Wildlife Management Board (NWMB) Symposium, 17-19 March, Rankin Inlet NU
- The Government of the NWT community consultation meeting on the proposed NWT Species at Risk Act, 09 April 2009, Inuvik NT

In the year ahead the Council's priorities are: to publish the Community Conservation Plans, complete the development of the Bluenose Caribou management plan and to actively pursue polar bear management issues in conjunction with the IGC.

EISC Environmental Assessment Coordinator-Barb Chalmers

The EISC was very busy between October 1, 2008 and March 31, 2009.

The EISC held 6 regular meetings in Inuvik, NT on the following dates: October 1-3, 2008, November 11 & 12, 2008, December 10-12, 2008, January 29-30, 2009, February 18, 20, 2009. The EISC held a conference call on November 24, 2008.

In conjunction with the EISC November 11 & 12, 2008 regular meeting, an additional meeting day was spent on Administrative Law. John Donihee led this discussion.

In addition to the regular EISC meetings the Committee also held the following series of meetings and workshops to complete the revisions to the Operating Guidelines and Procedures: February 5 & 6, 2009, February 24, 2009 and March 26, 2009.

The revision of the EISC's Operating Guidelines and Procedures (OGP) was completed. The Committee held a meeting with their consultants in early February to discuss the issues and concerns raised in 2008 by the reviewers of the 2007 draft revisions. This meeting has been followed with one conference call to finalize the new wording and format of the revised OGP. A meeting was held with government, co-management organizations and HTC's on March 26th to receive their comments on the draft revisions.

Barb Chalmers continued as coordinator. Besides working on the regular business of the Committee she continued her efforts on the EISC's new website (and EIRB website) and Online Registry System (www.screeningcommittee.ca). This work is complete and the sites are operational.

She has also taken on the following additional tasks at the Joint Secretariat:

- Joint Secretariat Website (working with SAO to update the site)
- BSSrPA Website: working with web developer to update and rebuild the site after the web hosting company deleted it, and after it was affected by a virus.
- Designing and creating a spreadsheet system for JS forms (honoraria, per diem and travel);
- Created an EISC newsletter using a web based service; and
- Common Ground Newsletter: making efforts to convert the newsletter into a digital format using web based service.

There were three new IGC appointments on October 1, 2008: Darren Nasogaluak, Elizabeth Gordon and Patrick Gruben. Albert Ruben's term (nominated by the GNWT) expired on September 6, 2008 and he was reappointed as of March 2, 2009.

In addition to the regular screening meetings members also participated in the following additional activities on behalf of the EISC:

- Joint Secretariat AGM and Board Meeting, June 16 & 17, 2008, Inuvik NT - Fred McFarland
- Inuvialuit Game Council Meeting, June 12, 2008, Paulatuk NT - Albert Ruben
- Overland Access Workshop, April 23-24, 2008 Inuvik NT - Johnny Lennie
- Board Forum May 27-28 Calgary - Fred McFarland
- Inuvialuit Game Council Meeting, September 2008, Whitehorse YT - Fred McFarland
- Northern Oil and Gas Research Forum, Anchorage, Alaska, October 28-30, 2008 - Fred McFarland, Morris George
- IAIA Conference November 6-9, 2008 Calgary AB - Fred McFarland, Johnny Lennie, Darren Nasogaluak, Elizabeth Gordon, Patrick Gruben, Morris George
- Board Forum meeting, November 26-27 in Inuvik - Fred McFarland
- Inuvialuit Game Council December 9-12, 2008 Meeting – Fred McFarland
- MGM Delta Rig Tour – Fred McFarland, Morris George and Elizabeth Gordon (started as scheduled and later cancelled due to weather conditions)
- Administrative Law, Inuvik NT, February 23-25, 2009 - Johnny Lennie
- Joint Secretariat Board Conference call – February 26, 2009 - Fred McFarland
- Hearing Skills, Inuvik NT, March 5 & 6, 2009 - Darren Nasogaluak
- Inuvialuit Game Council March 11-13, 2009 Meeting – Johnny Lennie, Barb Chalmers
- EISC Operating Guidelines and Procedures Preparation– March 8 Fred McFarland, Johnny Lennie, Elizabeth Gordon, Patrick Gruben, Morris George
- EISC Operating Guidelines and Procedures Workshop with Reviewers March 26, 2009 - Fred McFarland, Johnny Lennie, Darren Nasogaluak, Elizabeth Gordon, Morris George

Environmental Impact Review Board (EIRB) Environmental Assessment Coordinator – Eli Arkin

The fiscal year of 2008-2009 saw a spike of activity for the Environmental Impact Review Board. First, new terms began for five Board Members including the Chair, Elizabeth Snider. Two new members include Roland Kikoak (appointed by the Inuvialuit Game Council) and Bruce Chambers (appointed by the Yukon Territorial Government).

The Coordinator attended workshops, conferences, and attended several meetings. These include:

- IFA Research Day: Whitehorse, September 2008
- National Energy Board Workshop (Canadian Oil and Gas Operations Act – COGOA 101): Calgary, September 2008
- Nunavut Impact Review Board Meeting: Yellowknife (Elizabeth Snider, Herbert Felix, Eli Arkin, October 2008)
- Numerous meetings regarding the MGM Umiak public review.

On September 4th, 2008, the Environmental Impact Screening Committee referred a project called “Umiak Drilling, Completing, and Testing Project: 2008-2011.” The proponent of the project is MGM Energy Corporation. The Board has met several times to discuss the project since the referral. However, in December of 2008, the proponent requested that the project be postponed until June, 2009. The Board granted this request and has adjourned the public review until June 30th, 2009.

The EIRB held face to face board meetings in October 2008 and again in February 2009. At the February meeting, the Board worked on developing a Strategic Plan and a Business Plan with the assistance of a facilitator from Elevate Consulting. It was a very worthwhile process and the Board completed the two documents in March 2009. The Strategic Plan established goals and objectives, while the Business Plan was more of a short-term plan of action over the course of the next year.

In the October meeting, the Board finally adopted a new logo and concluded the logo design contest. The Board selected a design by Anne-Marie Villebrun of Tuktoyaktuk. This design now appears on letterheads and correspondence of the EIRB. The logo also appears on the EIRB’s new website (www.eirb.ca), which went live in March 2009. The Board is currently working on a registry site to facilitate the public review process.

HTC Administrative Support Officer – Diane Dillon

Diane assists the Hunters & Trappers office, via phone, fax, e-mail and travels to the communities to assist the offices in their need for administrative and clerical support. Diane also gives training to the new Resource Person’s in the hunters & trappers offices.

The HTC administrative Support Officer attends and reports to the Inuvialuit Game Council Meetings quarterly. She reports on the administrative/clerical and staff issues of the Hunters & Trappers Committee’s.

Diane is seeking quotes from Certified General Accountants for the Hunters & Trappers Committee’s. GNWT funding requires the HTC’s to have CGA audit completed and approved by the members at an Annual General Meeting or at a special members

meeting.

Diane participated in the Incorporated Business & Revenue Canada Agency workshop. The Western Arctic Business Development Sponsored this workshop.

Diane has been busy training 4 new Resource Person, Manny Kudlak in Sachs Harbour, Priscilla Smith in Inuvik, Ruben Ruben in Paulatuk, and Ann-Marie Villebrun, in Tuktoyaktuk.

January 13-15 Diane assisted the RP Manny Kudlak, with year-end financials. The HTC and CC are waiting to move into their new building. Once they move into Diane will travel to Sachs Harbour to assist in setting up the new office.

On January 8 and February 5, Diane assisted Ann-Marie with year-end financials & office administration duties. The new computer is set up and the HTC is waiting to order a printer once the funding in April is received.

February 11: Diane attended and recorded the minutes of the Inuvik Hunters & Trappers Committee meeting.

February 25-27 Diane was in Paulatuk to close the office down due to financial constraints.

Diane, Manny Kudlak, Ann-Marie Villebrun, Lillian Kanayok, all participated in the level 2 QuickBooks course at the Aurora College in Inuvik.

On March 4, Diane met with the IHAP Chairperson regarding allocation of Aklavik's Inuvialuit Harvest Assistance Program funds. The deadline for appeals was March 15, the IHAP manager was on holidays and Diane was asked to assist.

Aklavik HTC's audit was completed and the manager (Agnes) planned to have their special members meeting on the 24 of March, which Diane attended.

Community Support Unit

Christine Inglangasuk

The Community Support Unit (CSU) provides technical support for Regional and community organizations, such as the Inuvialuit Game Council and other Co-management Boards and the local Hunters and Trappers Committees (HTC), within the Inuvialuit Settlement Region (ISR). Due to delays of the Joint Review Panel Mackenzie Gas Project report the CSU duties have expanded to include many of the following: Community Conservation Plans meetings were wrapping up at the beginning of the fiscal year. Christine conducted the consultation meetings and facilitated the regional meeting in Inuvik in April 2008 which had all the Community Conservation Plan Working Group Members present.

In May 2008 Christine attended the Science in the Changing North Conference in Yellowknife, NT. The purpose of the conference was to bring together traditional knowledge practitioners, scientists, and community members to share their knowledge and experiences.

Bathurst Inlet Port and Road Project was a project that was going to start its screening and review process, but has been delayed. Christine met with the community of Ulukhaktok in June 2008 to discuss any concerns that the community had with the project.

Throughout the year there have been various Cumulative Impact Monitoring Project (CIMP) meetings to initiate a pilot project in Inuvik and Aklavik. Christine has been involved in coordinating meetings with the HTC's and helping to find steering committee members for the CIMP.

In September 2008 a new CSU staff member started. Jennifer Lam is a great addition to the CSU and we enjoy working with her.

Christine, along with Jennifer Lam conducted Board Governance Training for the six HTC's in the ISR. They were all successful. At the end of the HTC's Board Governance workshops Christine and Jennifer conducted HTC Resource Persons training in Inuvik. The HTC RPs were able to meet the regulators and ask questions that they had about processes. After that the Environmental Impact Screening Committee held an Operating Guidelines and Procedures (OG&P) meeting explaining the changes made to the OG&P for the Committee and the attendees were able to voice their concerns.

Jennifer Lam

Jennifer began her position in the Joint Secretariat on September 2, 2008. She spent the initial weeks gaining an understanding of the Joint Secretariat's mandate and learning her day-to-day duties. Much of her training was led by Christine Inglangasuk.

Due to the delays in the MGP review process, the scope of the CSU has expanded to include projects beyond the Mackenzie Gas Pipeline. Since joining the Joint Secretariat, Jennifer has attended meetings with proponents and community groups and has provided logistical and administrative support to them.

The HTC bylaws were only available in printed format with no digital copy. One of Jennifer's first projects was to create a digital version of the by-laws for each of the six HTC's with the updated amendments.

Jennifer attended the CIMP consultation meetings in Inuvik and Aklavik in the week of September 15th – 18th 2008. The meetings brought together DIAND researchers with HTC members, community elders and youth to introduce a community-based cumulative impact monitoring program and put together a steering committee for the project

Jennifer took over the planning of subsequent CIMP workshops from her co-worker, Richard Binder. A series of workshops in March were held including a Traditional Knowledge workshop, monitor training course, helicopter survey of sites and an animal tracking course. Jennifer made the arrangements for the workshops, helicopter surveys and for the community members to attend. Afterwards she assisted the HTC's with the funding proposal process to continue the project into 2009.

Jennifer attended the IFA Research Day in September 2008 and was familiarized with some of the research that has been happening in the IRC and took the opportunity to meet the researchers and members from the co-management boards. She also attended her first

IGC meeting while in Whitehorse.

Over the course of December 2008 to February 2009, Jennifer, along with Christine Inglangasuk, produced and conducted Board Governance workshop for the all six HTCs.

The workshops introduced ideas of proper board governance and provided the HTC board members with tools to conduct their meetings in a more efficient and consistent manner. In March 2009, a Board Governance workshop for all the HTC Resource Persons (RP) was held in Inuvik to familiarize the staff with the regulatory processes and to introduce them to the regulators. The RPs also attended an Environmental Impact Screening Committee meeting concerning its new operating procedures and guidelines.

In February 2009, the Nahidik research team conducted a tour of all the ISR communities to discuss research work that they had done in 2008. Jennifer accompanied the research team to all six communities and provided logistical support.

Richard Binder

The Community Support Unit (CSU) provides technical support to and assists Regional & community organizations such as the Inuvialuit Game Council and other Co-management Board and the local Hunters and Trappers Committees (HTC) within the Inuvialuit Settlement Region (ISR). The CSU was created to address matters related to the proposed Mackenzie Gas Project (MGP) and Public Hearings of the Environmental Assessment (EA) of the MGP. At the same time, there was a renewed interest and accelerated oil and gas developments in the region that had to deal with. The Joint Review Panel presented their closing remarks. A delay, of more than a year, in the Joint Review Panel (JRP) decision, regarding the EA has taken the focus away from the MGP. Throughout the year the CSU provided support to the Joint Secretariat, Inuvialuit Game Council and other Co-Management Committees. Member of the CSU assisted and participated in a number of community tours. They assisted in making travel, accommodations and meeting or workshop arrangements in the communities for various committees, agencies, or research groups working in the ISR. These included the Nahidik Research Community Tour, Canadian Wildlife Service, Species at Risk Community Tour, Cumulative Impact Monitoring Program-Delta Pilot Project, NWT – Water Strategy Developments, NWT – Regional Contaminants Committee, Porcupine Caribou – Harvest Management Planning, Members also attended and participated in a number of meetings for the Inuvialuit Game Council such as: The Protected Area Strategy, Cumulative Impact Monitoring Program and Cumulative Effects Assessment and Management, Framework/Strategy Working groups or Steering Committees. There are other developments dealing with Climate Change, Waste Disposal, Beaufort Sea Strategic Plan of Action, Bathurst Inlet Port and Road, Alternative Energy or other Research Projects that the members of the CSU are involved with. The CSU also covered off at the Joint Secretariat, for the staff members were on leave or whom positions were vacant.

Staffing: The CSU started the fiscal year 2007/2008 with the following three staff positions, Richard Binder, Christine Inglangasuk, and Fred Kuptana. In April, Fred Kuptana resigned his position with the CSU. We wish him all the best. In September 2008 the vacant position was filled by Jennifer Lam and the CSU once again has a full complement of staff to provide continued support to the communities in the ISR, the IGC and other boards within the Inuvialuit framework.

GIS Specialist Position – Has been vacant since October 2007.

FJMC Biologists

Sheila Nasogaluak

In addition to providing the standard administrative and technical support to the Fisheries Joint Management Committee, Sheila has also been involved in a wide variety of programs and initiatives during the 2008-09 fiscal year.

Sheila provided organizational and administrative support for 4 regular Committee meetings.

FJMC Regular Meetings

- Regular Meeting and Community Tour, June 19-21, 2008 (Inuvik, Paulatuk and Ulukhaktok)
- Regular Meeting, September 20-22, 2008 (Whitehorse, YT)
- Regular Meeting and Community Tour, November 19-22, 2008 (Tuktoyaktuk and Aklavik)
- Regular Meeting, January 19-23, 2009 (Winnipeg, MB)

FJMC Teleconferences

There were teleconferences held throughout the year to address the screening proposals that were submitted to the Environmental Impact Screening Committee. These meetings were held on an as needed basis, depending on the applications that were submitted.

FJMC Special Meetings

In conjunction with the community tour in June 08, the Committee participated in the Husky Lakes Beluga Entrapment Workshop which was held in Tuktoyaktuk on June 16-18, 2008. There were at least 2 delegates from each of the six ISR communities that participated in the decision making process on future entrapments of beluga whales in the southern basin of Husky Lake. There were concrete decisions made at the meeting and the first monitoring stations were deployed in mid July. The monitoring stations were at Fisheries Camp and at Gutchiak. The outcome of the first year monitoring was deemed a success and there will be two more years of the monitoring that will be organized by DFO and FJMC jointly.

The ISR Sport Fishing Registry and monitoring program is ongoing and this year there were no calls made to the FJMC office for registrations. and the Beluga Monitoring program.

Sheila also attended oil & gas exploration consultations, HTC meetings, as well as various community consultations and meetings relating to the proposed Tarium Niryutait Marine Protected Area and the Beaufort Sea Integrated Management Planning Initiative process.

Sheila also participated in the following meetings, workshops, conferences and events during the 2008-09 fiscal year:

- Science in the Changing North Conference – Yellowknife (May 12-14, 2008)
- Arctic Net Annual Conference – Quebec City (Dec 11-14, 2008)

- Information Session Gathering – Kuujuaq and Montreal, March 19-24, 2009

Other Activities

Sheila participated in a work exchange contract with Department of Fisheries and Oceans Fresh Water Institute in Winnipeg, MB from August 18, 2008 to December 31, 2008. The exchange was very educational for Sheila and she got to meet many of the scientists who have done or are presently doing research in the ISR. In addition to reviewing the draft documents (EBSA and SCEOAR) Sheila was also tasked with three major projects that are expected to be completed by December 2009. A final report of the work secondment was submitted in March 2009 to FJMC Chair Bob Bell. The workplan for the Winnipeg work exchange is as follows:

- Completion of a previously prepared draft bibliography of DFO (Central and Western Arctic) led research in the ISR that has been funded by the FJMC
- Preparation of a draft handbook outlining logistic information and contacts for fisheries research programs in communities in the ISR
- Collection of information on activities and opportunities for FJMC students to participate in DFO as part of the FJMC Student Mentoring Program
- Interview Winnipeg DFO researchers to gather information to support the activities listed above
- Participate in the preparation of a draft data report on Holman Arctic Char Research (with Dr. Michael Papst)
- Other related FJMC administrative duties.

Louie Porta

Overview of Committee Business

Over the course of 2008-09 the FJMC held two regular meetings and two community tours. The regular meetings took place in Whitehorse, Yukon (September) and Winnipeg, Manitoba (January), while the community tours visited Paulatuk and Ulukhaktok in June, and Tuktoyaktuk and Aklavik in November. Porta developed all material necessary for these meetings, electronic binders, agendas, and provided technical support. The FJMC also held regular teleconferences to review EISC development proposals and discern letters of advice to assist the EISC in its screening process. Porta assisted the Committee with development reviews and wrote all environmental impact recommendation letters for the EISC.

Integrated Oceans Management Processes

Over the past year, Porta has spent considerable time working on myriad integrated management processes. Some of these processes and their correlating deliverables are as follows: Tarium Nirytutait Maine Protected Area – Porta was part of the writing team for the MPA management plan and assisted with various community consultations related to the removal of Yukon “adjoining areas;” Health of the Oceans Site Selection Advisory Committee – Porta represented the FJMC and supported Inuvialuit committee members throughout the site selection process and community tours; Integrated Oceans Management Plan – Porta reviewed the plan on behalf of the committee; Integrated Fisheries Management Plan for West Side dolly varden– Porta was a member of the

working group and writing team.

Porta represented the FJMC as an observer to the Rat River Working Group. Porta also provided administrative and technical support to the West Side Working Group. Lastly, Porta represented the FJMC at Northern Board Forum (November) and the Regional Coordination Committee (March).

Programs

Porta administered two programs and assisted with three others. Porta lead the 2008-09 Beluga Monitoring Program and the 2008-09 Beluga Jaw Aging Program. In addition, Porta assisted in the development and the delivery of the Husky Lakes Beluga Monitoring and Intervention Program, a Photographic Habitat Study of the Firth, Babbage, and Hornaday Rivers, and Marine Mammal Observer Program.

Industry

Offshore 2D and 3D seismic programs comprised most of the hydrocarbon exploration activity in the Inuvialuit Settlement Area during 2008-09. Both Imperial Oil and GXT relied on the FJMC to assist in the development of mitigation programs to minimize the effect of seismic sound on the health of beluga and bowhead whales. Porta provided considerable technical support to this process, as well as represented the FJMC a numerous government/industry planning sessions. Porta also helped develop and facilitated the Inuvialuit Independent Reporting Program, which is a component of marine mammal observer program.

Looking Ahead: Up-Coming Committee Priorities

In the coming year, 2009-10, the FJMC will spend considerable time on the following three priorities: pursuing a commercial fishing reserve in the Canadian Beaufort Sea, restructuring the Beluga Monitoring program, and devising a plan to undertake a meaningful population assessment of all dolly varden stocks in rivers east of the Mackenzie.



Funding requirements for the Joint Secretariat committees are provided by contribution agreements from the following.

1. Government of the Northwest Territories – Department of Environment & Natural Resources (3 Contribution Agreements):
 - Joint Secretariat Administration
 - Inuvialuit Game Council
 - Wildlife Management Advisory Council (NWT)
 - HTC Coordinator
 - Staff Support for the Joint Secretariat Library
 - Inuvialuit participation costs for the Environmental Impact Review Board, the Environmental Impact Screening Committee and both Wildlife Management Advisory Councils (North Slope and NWT)
 - Wildlife Act and Species at Risk Legislation

2. Government of the Northwest Territories – Department of Industry, Tourism and Investment:
 - Community Harvester Assistance Program

3. Department of Indian Affairs and Northern Development (DIAND) (1 Contribution Agreement):
 - Environmental Impact Screening Committee
 - Environmental Impact Review Board
 - Administration and Staff Support for both the above Committees
 - Community Support Unit
 - Fisheries Joint Management Committee (Inuvialuit and Chairman costs)
 - Fisheries Joint Management Committee (staff & program support)
 - Fisheries Joint Management Committee Beluga Monitoring Program
 - Fishing Registration and Consultation
 - Harvest Information Gathering

Separate Funding was received for:

- MGM Energy Corporation Umiak Drilling and Testing Project Review

The Joint Secretariat also administered funds received from DIAND under the Comprehensive Funding Arrangement by way of a Contribution Agreement for the following programs:

- a) Cumulative Impact Monitoring Program – Community Based Monitoring

- Pilot Project
- b) Environmental Impact Screening Committee – Revised Operating Guidelines and Procedures document
 - c) Hunter’s and Trapper’s Committee Board Governance Training
 - d) Environmental Impact Review Board – Development of a Business Plan and Strategic Plan
 - e) Environmental Impact Review Board – Facilitation Fee for Development of a Business Plan and Strategic Plan
 - f) Emergency Prevention, Preparedness and Response Working Group of the Arctic Council Varendei Exercise, Dudinka, Russia
 - g) Inuvialuit Game Council – Second Phase of the Business and Strategic Plan Development
 - h) Environmental Impact Screening Committee – Revisions of the Operating Guideline’s and Procedures
 - i) Oilspill Waste Management in the Arctic
 - j) Bathurst Inlet Port & Road Project

Funding was also received from

- Environment Canada, for the Canadian Environmental Assessment Agency-Regional Environmental Assessment project.
- Environment Canada and Environmental Natural Resources for Habitat Stewardship Program
- Natural Resources Canada

Funding was received from the Arctic Institute of North America for the ISR Database project. This project is sponsored by University of Calgary.

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

Appendix A: Acronyms and Abbreviations

ACCWH	Advisory Committee on Cooperative Wildlife Management
ACIA	Arctic Climate Impact Assessment
AGM	Annual General Meeting
AHRDS	Aboriginal Human Resource Development Program
AHTC	Aklavik Hunters and Trappers Committee
AINA	Arctic Institute of North America
AMAP	Arctic Monitoring and Assessment Program
AMSA	Arctic Marine Shipping Assessment (Arctic Council)
ARI	Aurora Research Institute
ASC	Audit Sub-Committee
A-SCAT	Arctic Shoreline Clean-up and Assessment Technology
ASTIS	Arctic Science and Technology Information System
BSIMPI	Beaufort Sea Integrated Management Planning Initiative
BSSrPA	Beaufort Sea Strategic Regional Plan of Action
CANDEL	Canadian Delegation
CASES	Canadian Arctic Shelf Exchange Study
CBC	Canadian Broadcast Corporation
CCG	Canadian Coast Guard
C-CIARN	Canadian Climate Impacts and Adaptation Research Network
CCMS	Committee on the Challenges of Modern Society
CCU	Crown Consultation Unit
CEAA	Canadian Environmental Assessment Agency
CEAM	Cumulative Effects Assessment and Management
CFL	Circumpolar Flow Lead (IPY) Project
CIMP	Cumulative Impact Monitoring Program
COP-11/MOP-1	Conference of the Parties/Meeting of the Parties
CITES	Convention on International Trade in Endangered Species
CMN	Canadian Museum of Nature
COSEWIC	Committee on the Status of Endangered Wildlife in Canada
CSU	Community Support Unit
CWS	Canadian Wildlife Service
CZC	Coastal Zone Canada
DFAR	Draft Final Audit Report
DFO	Department of Fisheries and Oceans
DIAND	Department of Indian and Northern Affairs
DPA	Development Project Applications
DRWED	Department of Resources, Wildlife and Economic Development
EA	Environmental Assessment
EAC	Environmental Assessment Coordinator
EBSA	Ecologically and Biologically Significant Areas
EIRB	Environmental Impact Review Board
EIS	Environmental Impact Statement
EISC	Environmental Impact Screening Committee
ENR	Environment and Natural Resources

EPPR-WG	Emergency Prevention, Preparedness and Response Working Group (Arctic Council)
ESRF	Environmental Studies Research Fund
FJMC	Fisheries Joint Management Committee
FW	Field Worker
GIS	Geographic Information System
GNME	Great Northern Mining Exploration
GNWT	Government of the Northwest Territories
HC	Health Canada
HRDC	Human Resources Development Canada
HTC	Hunters and Trappers Committee
HTC-SAO	Hunters and Trappers Committee Administrative Support Officer
IAIA	International Association for Impact Assessment
IAIA-WNA	International Association for Impact Assessment - Western and Northern Affiliate
ICARP	International Conference on Arctic Research and Planning
ICC	Inuit Circumpolar Conference
IFA	Inuvialuit Final Agreement
IFA-ICC	Inuvialuit Final Agreement - Implementation Coordinating Committee
IGC	Inuvialuit Game Council
IGC-RMC	Inuvialuit Game Council Resource Management Coordinator
IHAP	Inuvialuit Harvesters Assistance Program
IHTC	Inuvik Hunters and Trappers Committee
IIBMCM	Inuvialuit/Inupiat Beluga Management Committee
ILA	Inuvialuit Land Administration
ILAC	Inuvialuit Land Administration Commission
INAC	Indian and Northern Affairs Canada
IT	Information Technology
ITK	Inuit Tapiriit Kanatami
IOL	Imperial Oil Limited
IPY	International Polar Year
IR's	Information Requests
IRC	Inuvik Regional Corporation
ISR	Inuvialuit Settlement Region
JRP	Joint Review Panel
JS	Joint Secretariat
KIBS	Kendal Island Bird Sanctuary
LOMA	Large Ocean Management Area
MGP	Mackenzie Gas Project
MMS	Minerals Management Service
MPA	Marine Protected Area
MVEIRB	Mackenzie Valley Environmental Impact Review Board
MVRMA	Mackenzie Valley Resource Management Act
NATO	North Atlantic Treaty Organization
NBF	Northern Board Forum
NCP	Northern Contaminants Program
NEB	National Energy Board
NEI	Northern Ecosystem Initiative
NGO	Non-government Organization
NGPS	Northern Gas Project Secretariat

NRCAN	Natural Resources Canada
NRTP	Natural Resource Technology Program
NWMB	Nunavut Wildlife Management Board
NWT	Northwest Territories
NWT ECC	Northwest Territories Environmental Contaminants Committee
OAP	Oceans Action Plan
OHTC	Olokhaktomiut Hunters and Trappers Committee (Holman)
PAME WG	Protection of the Arctic Marine Environment Working Group
PAS	Protected Areas Strategy
PASSC	Protected Areas Strategy Steering Committee
PCO	Privy Council Office
PERD	Program for Energy Research and Development
POL	Petroleum Oil Lubricants
PHTC	Paulatuk Hunters and Trappers Committee
PIP	Preliminary Information Package
PRO	Pipeline Readiness Office
RAO/CIS	Russian Arctic Operation /CIS Continental Shelf
RAs	Regulatory Agencies
RB	Resource Biologist
RCC	Regional Contaminant Coordinator
RP	Resource Person
RO	Regional Organization
SAO	Senior Administrative Officer
SCEOAR	Social Cultural and Economic Overview Assessment Report
SENES	Specialist in Energy, Nuclear and Environmental Sciences
SHHTC	Sachs Harbour Hunters and Trappers Committee
TAG	Technical Advisory Group
TCPL	TransCanada Pipeline Limited
TOR	Terms of Reference
UNFCCC	United Nations Framework Convention on Climate Change
US	United States
USCG	United States Coast Guard
WMAC (NS)	Wildlife Management Advisory Council (North Slope)
WMAC (NWT)	Wildlife Management Advisory Council (Northwest Territories)
WSWG	West Side Working Group
YTG	Yukon Territorial Government