

**JOINT SECRETARIAT**

**INUVIALUIT RENEWABLE  
RESOURCE COMMITTEES**

**ANNUAL ACTIVITY REPORT  
2001/02**

**June 2002**

## **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.

## OPERATIONS

The Joint Secretariat (JS) was incorporated as a society in 1986. Five chairs of the co-management committees (below) constitute the society's members and directors. The chair of the Wildlife Management Advisory Council (North Slope) is an ex-officio director. 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 Fisheries Joint Management Committee (FJMC)
- The Environmental Impact Review Board (EIRB)
- The Environmental Impact Screening Committee (EISC)

The Board of Directors of the Joint Secretariat held one regular and an annual general meeting during the 2001/02 fiscal year. The June 2000 annual general meeting and board of directors meeting was held in Edmonton , Alberta.

In addition to carrying out its primary functions, the maintenance of high level of Industrial activity within the Region has resulted in another busy year for the Joint Secretariat. The increased workload has, however, been somewhat offset by the provision of funding committed by Minister Nault (DIAND) which has enabled us to hire one technical RP and undertake the interview process for two more. When fully staffed, this Unit will address the issues of both Community and Board capacity. It should also be noted that workload increases are not only being experienced in the technical areas. The J.S. Administration Unit is also having to deal with an increasing number of financial transactions and logistics requirements, as well as providing more detailed financial reporting. The Unit is managing to keep abreast of this, and Peggy continues to provide comprehensive and accurate financial data to the staff and Board Chairs in a timely manner. This facilitates the operations of the IGC and the Co-Management bodies, as well as the Government funding agencies.

The J.S. continues to provide assistance to Inuvialuit training and education. The FJMC Student Mentoring Program has been maintained, and during the IFA Community Tour, presentations were made in the schools of each Community. J.S. staff coordinated, arranged, and participated in this Tour, and had the same level of involvement in the IFA Roles and Responsibilities workshop held in Inuvik in April.

The J.S. continues to liaise with Inuit Tapiriksat Kanatami (ITK) (formerly ITC) mainly in the areas of new legislation, climate-change, and contaminants. There has also been an increase in liaison with Inuvialuit Regional Corporation (IRC) in various areas. Notably this has been with respect to the development of a draft co-operation plan by the Chairs Working Group, the development of a gravel management plan, the IFA Section 16 review and new legislation (e.g. SARA). The increased level of Industrial activity within the region has involved J.S. staff in various meetings, workshops and seminars dealing with project proposals, biophysical studies, drilling techniques, "regulatory road-maps," oil-spill Co-op development, and a communication strategy.

The acceleration of baseline data acquisition and assessment has been a priority, and the IGC Chair and Executive Director have assisted in the development of a Beaufort Sea seabed mapping program conducted by GSC (AOL) and DFO. The Executive Director has also assisted

ARI in the development of drilling waste research proposals to assist in policy requirements. He is also a member of the Project Advisory Team for the ESRF Research Gaps Project, which included a workshop in Inuvik in January.

J.S. staff are also involved in various cumulative effects assessment activities, including the establishment of a regional group to evaluate the potential of the ALCES (Alberta Landscape Cumulative Effects Simulator) model for use in the region, and to jointly develop an integrated database. In addition to J.S. staff, the group includes, GNWT, GTC, DFO, Parks Canada and ILA.

The IGC Chair and the Executive Director have been involved in the activities of the Pipeline Working Group and Chairs to develop a Cooperation Plan for coordinating the various EA and Regulatory processes attending gas pipeline development. This plan is nearing completion, but we are also beginning to undertake the formulation of specific elements contemplated by the plan. To this end, the IGC Chair and the Executive Director have negotiated a draft Agreement with CEAA, and are participating in the negotiation of a tri-partite Agreement with the MVEIRB and CEAA with respect to the Joint Review Panel. They, and other JS staff are also involved in the preparation of draft Common Information Requirements and EIS Terms of Reference.

The Executive Director and the WMAC(NWT) Chair were members of an organizing Committee which convened a conference on the impact of climate change on sea-ice in Winnipeg in March. This gathering brought together “Western” and “Community” scientists, and was sponsored by the Northern Ecosystem Initiative and DFO.

Between Climate Change and development alone, it would seem that we’re set for another busy time ahead.

### **ORGANIZATION AND STAFF ROSTER**

The Joint Secretariat presently consists of:

- a Board of Directors, comprised 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, responsible for the routine office procedures and the financial administration of the Secretariat.
- a Financial Administration unit reporting to the Senior Administrative Officer which is comprised of a Finance Officer, an Administrative 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 HTC Administrative Support Officer
- a Travel Coordinator/Administrative Clerk
- a Librarian (who is also an Administrative Clerk) is responsible for inputting library data into a computerized retrieval system and the maintenance of the library itself.

- a Resource Biologist for the FJMC.
- a Resource Person for the Inuvialuit Game Council.
- a Resource Person for the WMAC (NWT).
- a Resource Person for the EISC.
- a Resource Person for the EIRB
- a Resource Person for the operation of the GIS.
- an HTC Technical Resource Person
- a Program Manager for the Inuvialuit Harvest Study.

The Joint Secretariat receives policy direction from its 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 are the secretaries of their respective committees. The Inuvialuit Harvest Study (IHS) Program Manager is a resource person equivalent, but receives technical direction from a Management Committee. The Executive Director is the administrator of the IHS. The secretary, the library clerk and senior accountant receive their direction from the Senior Administrative Officer, who in turn gets direction from the Executive Director.

JOINT SECRETARIAT BOARD OF DIRECTORS 2001/02:

Chair	-	Duane Smith, IGC
Vice-chair	-	Bob Bell, FJMC
Secretary	-	Norm Snow, Joint Secretariat
Director	-	William Klassen, EISC
Director	-	Robert Hornal, EIRB
Director	-	Larry Carpenter, WMAC(NWT)
Director (Ex-officio)	-	Lindsay Staples, WMAC (North Slope)

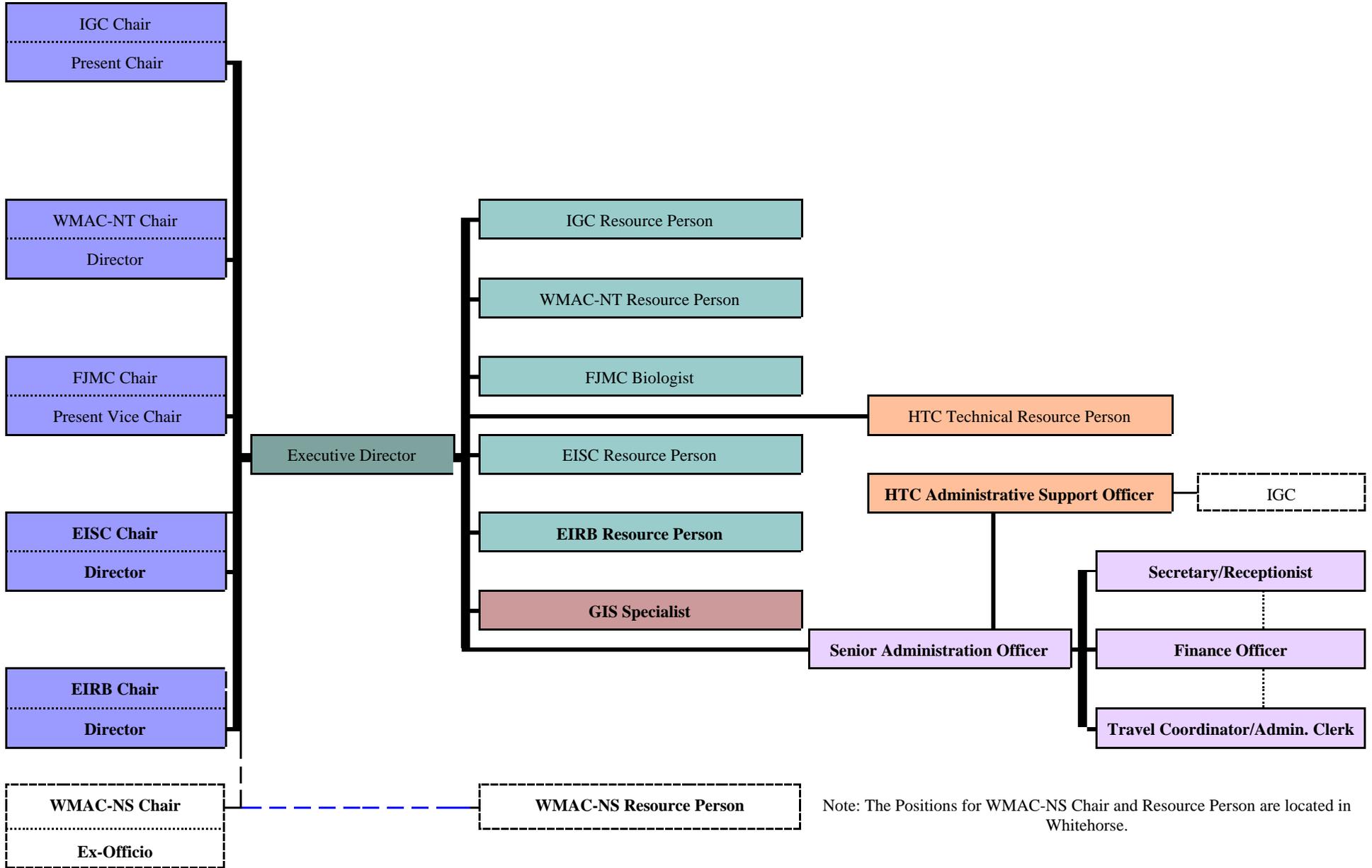
JOINT SECRETARIAT STAFF 2001 - 2002:

<u>POSITION</u>	<u>NAME</u>	<u>DATE OF EMPLOYMENT</u>
Executive Director	Norm Snow	Oct. 1986 to present
Senior Administrative Officer	Peggy Madore	April 1996 to present
Finance Officer	Angela Hunter	February 9, 1998 to present
Travel/Accommodation Coordinator	Brigitte Wolki	January 22, 2000 to present
Secretary/Receptionist	Bernice Joe	January 22, 2000 to present
Casual Office Clerk/Librarian	Myrna Button	February 11, 1998 to present
Casual Office Clerks	Robyn Inglangasuk	October 6, 2000 to July 2001
FJMC Resource Person	Edward McLean	March 13, 2000 to present
IGC Resource Person	Katherine Thiesenhausen Nelson Perry	June 1, 1999 to September 30, 2001 October 1, 2001 to present
WMAC(NWT) Res. Person	Brian Johnston Katherine Thiesenhausen	November 1, 1997 to August 31, 2001 September 1, 2001 to present
EISC Resource Person	Linda Graf	November 1995 to present
EIRB Resource Person	Eric Chernoff	February 17, 2000 to March 31, 2001
GIS Specialist	Amir Hassanzadeh	June 2001 to present
GIS Assistant	Todd Slack	October 2000 to March 31, 2001

JOINT SECRETARIAT STAFF 2001 - 2002 Cont'd

IHS Program Manager	Catherine Pinard	February 10, 2000 to April 2001
HTC Administrative Support Officer	Esther Price Diane Dillon	July 3, 1999 to June 2001 September 4, 2000 to present
HTC Technical Resource Person	Robin Fonger	November 2001 to present

# Joint Secretariat Organization Chart



## **MEETINGS AND COURSES ATTENDED BY J.S. STAFF**

### **Katherine Thiesenhausen (WMAC(NWT) Resource Person)**

As Resource Person (RP) for the Inuvialuit Game Council (IGC) for the first half of this fiscal year, in addition to the regular administrative tasks as IGC RP and Executive Secretary, she attended the following meetings in Inuvik:

- several oil and gas exploration and pipeline related meetings to discuss proposed projects;
- IRC's proposed Gravel Management Plan;
- RWED-Inuvik's Guide Level Training pilot course; and
- participated in a teleconference with the GNWT's Wildlife Act Aboriginal Advisory Group.

As JS staff, she also attended the Inuvik Petroleum Show and the JS' IFA Roles & Responsibilities Workshop in Inuvik.

In September Katherine moved to the position of Resource Person to the WMAC (NWT). As well as organizing and taking minutes for 3 regular Council meetings and several teleconferences, she attended numerous meetings with oil and gas industry representatives to discuss proposed seismic exploration and drilling in the region and potential concerns regarding wildlife. Since the EISC is no longer screening non-government research, the role of the WMAC (NWT) has expanded, with the RP working on establishing communications with permitting agencies. The RP also provides draft comments on relevant research and development projects to the Council. This fiscal year there has also been an increase in wildlife and habitat research by the oil and gas industry in preparation for a potential pipeline. The RP participated in discussions and a workshop with industry, consultants and government on research needs, avoiding duplication, and improving linkages with existing programs undertaken by wildlife managers.

The Resource Person also participated in the following:

- a conference call on incorporating traditional knowledge into the Peary Caribou Status Report;
- meetings with the Sachs Harbour and Holman Hunters & Trappers Committees on RWED's muskox and caribou surveys - Sachs Harbour & Holman;
- a meeting on ILA's revision of their Policies & Procedures - Inuvik;
- a workshop on the NWT's Cumulative Effects Assessment & Management Framework & Strategy - Yellowknife;
- a meeting on IRC's proposed Gravel Management Plan & website;
- a workshop on Assessment & Management of Cumulative Environmental Effects of Linear Development - Whitehorse, YT;
- an EISC tour of the Devon camp, Tuktoyaktuk M-18 well site, and a 2<sup>nd</sup> well site - near Tuktoyaktuk; and
- an open house by the Porcupine Caribou Management Board - Inuvik

### **Nelson Perry (IGC Resource Person)**

Nelson started in October, 2001, as the Resource Person for the Inuvialuit Game Council. The previous RP for the IGC was Katherine Thiesenhausen who is now the RP for the Wildlife Management Advisory Council(Northwest Territories). During his first six months

Nelson attended and participated in several meetings and workshops as RP and on behalf of the IGC.

He attended a preliminary consultation meeting on proposed seismic exploration for Anadarko and AEC in October. Also in October, he attended a meeting with YTG Renewable Resources Department representatives to discuss final changes to the brochure "Hunting Along the Dempster Highway: Inuvialuit Edition."

In November he attended an Alaskan Gas Producers Pipeline team update. Also in November, he, along with other RPs, attended a meeting with Pottinger Gaherty Environmental Consultants Ltd. who have been contracted to draft a new ILA Policy and Procedures Manual.

In January, along with most of the other staff at the JS, he participated in the Joint Secretariat Community Tour in which he assisted with the school presentations in each of the communities and attended the public meetings. He also attended an ILAC meeting in January to answer questions regarding some concerns that the IGC had with the working relationship between the IGC and the ILA. As a result of this discussion, the ILA Commissioners decided to send representatives to give a presentation at the following IGC meeting.

There was also a Knowledge Gaps Workshop in Inuvik in January which Nelson attended along with some IGC members and JS staff and a Seabed Mapping Workshop at the Aurora Research Institute that he attended with several IGC members.

In February he took two half day courses at Aurora College in Inuvik on professional telephone skills and effective minute taking.

In March he attended the WMAC(NWT) meeting to give an update for the IGC.

Nelson also organized and took minutes for three regular IGC meetings and the Research Update Day hosted by the IGC in December.

### **Linda Graf** (EISC Resource Person)

One of the main tasks of the Environmental Impact Screening Committee Resource Person is to act as the Secretary to the EISC. This past fiscal year, in addition to her routine duties organizing and attending meetings as the recording secretary to the EISC, she frequently met with gas exploration proponents and their consultants to discuss the environmental screening process. She made brief presentations about the IFA environmental impact screening and review process at the Inuvik Petroleum Show (21-22 June 2001, Inuvik) and during the Joint Secretariat ISR Community Tour (7-11 January 2002). She attended the Regulatory Roadmaps Project Meeting (1 May 2001, Inuvik) to provide comments from the perspective of the EISC on the draft *Oil and Gas Approvals in the Northwest Territories - Inuvialuit Settlement Region*. She also attended several Mackenzie Valley Pipeline Environmental Assessment and Regulatory Process Meetings. The latter meetings were held to improve the preparedness of the groups involved in the environmental assessment and regulatory process that will be carried out should there be a Mackenzie Valley Pipeline.

During 2001/2002, the EISC RP maintained her membership in the International Association for Impact Assessment (IAIA) and joined the newly formed IAIA-Western and Northern Affiliate. The EISC RP took one course this past year - ALCES/A Landscape Cumulative Effects Simulator (27-29 August 2001, Inuvik). ALCES is a computer model used by managers to assess the cumulative and future impacts of developments.

The EISC RP also attended the following workshops, meetings, or conferences: IFA Roles and Responsibilities Workshop (9-12 April 2001, Inuvik), Drilling Workshop (24-25 April 2001, Inuvik), Cumulative Effects Assessment Information Workshop (18-19 June 2001, Inuvik), Alces Computer Modeling Meetings (28 June, 28 September, 26 November and 17 December 2001, Inuvik), Cumulative Effects Assessment Workshop (22-24 August 2001, Inuvik), Regional Cumulative Effects Discussion Forum (11 October 2001, Inuvik), Northern Impact Assessment Seminar (30-31 October 2001, Yellowknife), and Cumulative Effects Workshop (25-26 March 2002, Whitehorse).

**Eric Chernoff/Jonathan W. Allen** (EIRB Resource Person)

Jonathan W. Allen was hired to replace Eric Chernoff and started work on Tuesday, April 2<sup>nd</sup>, 2002. That same day he began his duties as Resource Person, accompanying Duane Smith (Chair, Inuvialuit Game Council), Norm Snow (Executive Director - Joint Secretariat), Robert Hornal (Chair - EIRB), and Bill Klassen (Chair-EISC) to Yellowknife. The Chairs and 'Pipeline Working Group' were working to finalize the *COOPERATION PLAN for the Environmental Impact Assessment and Regulatory Review of a Northern Gas Pipeline Project through the Northwest Territories*.

Eric Chernoff was the Resource Person - EIRB during the period April 1<sup>st</sup>, 2001 to March 31<sup>st</sup>, 2002. During that time Eric attended the following workshops:

- C IFA Roles and Responsibilities Workshop {April 9-12, 2001 Inuvik}
- C Drilling Workshop {April 24-25, 2001 Inuvik}
- C Cumulative Effects Assessment Information workshop {June 18-19, 2001 Inuvik}
- C ALCES Computer Modeling Meetings throughout the year
- C Northern Impact Assessment Seminar {October 30-31, 2001 Yellowknife}
- C Environmental Studies Research Fund Gaps { January 24-26, 2002 }
- C Seabed Mapping {January 25-February 1, 2002}
- C Orientation to the Canadian Environmental Assessment Act {December 5, 2001}

And the following meetings:

- C Granular Resources Management Plan Update {March 12, 2002 Inuvik}
- C NWT Cumulative Impact Monitoring Program {February 22, 2002 Inuvik}
- C Pipeline Working Group Teleconference {February 15, 2002}
- C Mackenzie Delta Regional Spatial Database/Alberta Landscape Cumulative Effects Simulator {December 17, 2001}
- C WMAC-NS {December 11, 2001 Aklavik}

Presentations:

- C IGC Research Update: Cumulative Effects {December 12, 2001 Inuvik}

**Edward McLean** (FJMC Resource Biologist)

This has been a very busy year for FJMC Resource Biologist, Ed McLean. In addition to providing the standard “RP” administrative and technical support to the Fisheries Joint Management Committee during a time of accelerating oil & gas development, new federal legislation (*Species-at-Risk*), Oceans marine protected areas initiatives, and renewed prospects of an emerging commercial fisheries for the Beaufort Sea, Ed has also been involved in a wide variety of programs and initiatives during the 2001-02 fiscal.

Four major programs were delivered in 2001-02. FJMC’s **Student Mentoring Program** returned for its 5<sup>th</sup> season in 2001. The Program hosted 4 students (*3 from Inuvik and 1 from Tuktoyaktuk*), enjoyed new expanded work placement partnerships (*including Parks Canada, Natural Resources Canada, Government of the Northwest Territories, Aurora Research Institute, Kavik AXYS, Inuvialuit Environmental & Geotechnical*), and welcomed the return of the Boot Lake aquatic science training module featuring a new study manual developed by Fisheries & Oceans Canada. As part of an effort to recruit new students for the 2001 Program, Ed organized and delivered a school tour to high schools in Inuvik, Aklavik, and Tuk in May 2001. This tour involved DFO staff and FJMC Committee members. Through this tour, relationships were established with local science teachers to assist the FJMC in the annual recruitment of new academically gifted Inuvialuit students into the Mentoring Program. The FJMC **Beluga Monitor Program** employed 8 local whale monitors during the 2001 whaling season. In addition to collecting harvest information and biological samples (*e.g., lower jaws used for aging harvested whales*), monitors also kept track of aircraft traffic over whale camps and filled out detailed incident reports in cases where aircraft harassed/disturbed whales and/or harvesters. At season’s end, these harassment incident reports were turned over to DFO Conservation & Protection for follow-up with air charter companies identified. Finally 2001-02 was a time of renewal for FJMC’s **ISR Private Lands Sport Fishing Registry & Monitoring Program**. Results for FJMC’s first annual ISR Spring-Summer Sport Angler Harvest Survey for 2000 were analyzed and communicated back to communities, sport anglers, and government agencies. Findings from this study helped the FJMC in designing a promotional campaign for the Fishing Registry in 2001. First stage of a promotional campaign to better educate fishing licence vendors, HTC’s, and recreational anglers was completed. The campaign featured: large wall displays at major air and road travel gateways into the ISR (*Tom Zubko Airport and Western Arctic Visitors Centre*); new private lands wall maps for all fishing licence vendors and HTC’s in the region; information brochures reprinted and distributed to vendors and HTC’s; advertisements in NWT Tourism’s Explorers Guide / Guide to Hunting & Fishing in the Northwest Territories and Beaufort Delta Attractions Guide. Data collection for the 2001 ISR Spring-Summer Sport Angler Survey was completed by the end of the 2001-02 fiscal year. The scope of the 2001 Spring-Summer angler survey was expanded to include both GNWT sport fishing licence holders and visitors to National Parks within the ISR who held a federal Parks Canada fishing permit. Finally, Ed is also an ex-officio member and technical support resource to the **West Side Working Group**- a multi-stakeholder group (*including representatives from the FJMC, Aklavik HTC and Elders Committee, DFO, and Parks Canada*) established to develop a community driven, integrated fish management plan for the North Slope. In addition to providing administrative support to the Working Group, which held 3 regular meetings in 2001-02, Ed acted as performance authority for numerous contracts with a local Aklavik study facilitator, the Aklavik HTC, and a University of Manitoba graduate student to deliver the West Side Traditional Knowledge Fishing Study in February 2002.

Ed continued as Managing Editor and contributor for the **JS Bulletin**, the Inuvialuit Renewable Resource Committee's official newsletter produced two times a year in the Spring and Fall. This newsletter is widely distributed to every Inuvialuit beneficiary and a general audience of government partners, academics, and industry.

Over the fiscal year, Ed provided administrative support for 5 regular and 1 joint FJMC meetings, numerous teleconferences, and other special events including FJMC's annual Fall Community Tour (*Paulatuk, Holman, and Sachs*), DFO Freshwater Institute Strategic Planning Meeting in Winnipeg, and a joint FJMC and Beaufort Sea Integrated Management Planning Initiative Working Group meeting in Edmonton. He co-organized the first meeting, since the signing of this users agreement, of the Inuvialuit-Inupiat Beaufort Sea Beluga Commission in Anchorage (*November 2001*) and was appointed as technical representative for the Inuvialuit on this international body. Ed also helped organize and participated in an informal meeting between field level DFO biologists and regulators from the Northwest Territories, Yukon, and Alaska held in Anchorage (*February 2002*). The purpose of this meeting was to develop international relationships by holding a forum that allowed sharing of information, experiences and mitigation strategies regarding the impacts of oil and gas activities on fish and fish habitat.

He also attended numerous meetings and conferences including: Rat River Charr Meeting (*Ft McPherson- April 2001*), Tukut Nogait National Park Management Board Planning Meeting (*Paulatuk- April 2001*) and Public Consultation (*Inuvik- October 2001*), Oil Spill Co-operative Meeting (*Inuvik- September 2001*); Northern Cumulative Effects Workshop (*Yellowknife- October 2001*); Gwich'in & Inuvialuit Mackenzie Delta Fisheries Monitoring Workshop (*Inuvik- January 2002*); ESRF Information Gaps Workshop (*Inuvik- January 2002*); Arctic Borderlands Annual Gathering (*Ft. McPherson- February 2002*); Beaufort-Delta Career Quest 2002 classroom presentations and tradeshow booth display (*Inuvik- March 2002*). In August, he accompanied Parks Canada staff on a season-end raft patrol down the Firth River in Ivvavik National Park. McLean assisted Park's wardens with their annual campsite monitoring program. In addition, Ed participated in various hydrocarbon industry consultations throughout the fiscal year.

### **Amir Hassanzadeh** (GIS Specialist)

The GIS section of the Joint Secretariat produces maps that show the proposed development area for each project description that is submitted to the Environmental Impact Screening Committee (EISC) overlaid with the spatial areas identified in the CCPs. During 2001-2002 the GIS section received 38 map requests from the EISC ( 21 related to seismic programs and 17 related to science and research projects ). The produced maps are used by the EISC during the IFA environmental assessment process. In addition the Community Conservation Plan (CCP) sites were updated and modified by GIS staff.

Projects from the Department of Fisheries and Oceans (DFO) have been completed in this section. Fisheries projects such as spawning, overwintering and migration mapping of past studies were key priorities. As part of DFO Husky Lakes research program, bathymetry data were collected and maps were produced. The completion of a two- year seal tagging study was another job accomplished by DFO contracted staff at the Joint Secretariat during the last year.

The GIS staff attended several ALCES meetings and took part in the ALCES workshop held in Inuvik in spring and summer of 2001. ALCES is a computer model intended to be used as a strategic planning tool to help resource managers predict possible implications of current and proposed levels of land-use activities. The GIS operator also attended the Northern Impact Assessment Seminar, 30-31 October 2001, in Yellowknife.

Building relationships with the other organizations ( Gwich'in, RWED, ILA ) involved in GIS around the Beaufort Delta has been successful. Together we continue to build up the capacity that will be required in the coming years.

**Diane Dillon** (HTC Administrative Support Officer)

Diane has arranged and coordinated Regional Board Development Workshops. This initiative is funded by the Government of the Northwest Territories(GNWT), supported by the Inuvialuit Game Council(IGC) and administered by the Joint Secretariat. Diane and Cheryl Best (Instructor) conducted the Aklavik and Inuvik workshops in January and, accompanied by Alisha Chauhan (IGC Technical Resource Person), will conduct the Paulatuk, Sachs Harbour and Holman workshops in April.

Diane also coordinated the Trapper Training Land Skills program ( a Community Corporation "Brighter Futures" program), which occupied ten days in March. It involved aboriginal youths (ages 8 - 12 years) and elders who lived out on the land.

Diane participated in the Inuit Tapirisat Kanatami(ITK)/International Institute for Sustainable Development(IISD) Climate Change project workshops in Aklavik and Inuvik (January and February), she provided the Resource Person training in Holman, and was a speaker at the Samuel Hearne Secondary School (Inuvik) Career Fest in March.

Diane also participated in the North of Sixty Oil Spill Co-op Conference in Inuvik in September, attended the Muskox management workshop in Aklavik (October), and a meeting regarding Grizzly Bear Policy with Department of Resources, Wildlife and Economic Development staff, also in Aklavik at the same time. She attended two regular monthly meetings of the Tuktoyaktuk Hunters and Trappers Committee(HTC), one of the Paulatuk HTC and most of those of the Inuvik HTC. Diane and Robin (HTC Technical Resource Person) also met with Eleanor Ross (THTC) while Diane was in Tuktoyaktuk to train Dennis Inglangasuk (Tuktoyaktuk Community Corporation - TCC) on the Inuvialuit Harvesters Assistance Program (IHAP).

Diane gave her report to the IGC at their quarterly meetings, on Community administrative matters and also as the IHAP Manager. This year 62 applications were approved out of a total of 171 received, and there were 5 appeals. This year the Tuktoyaktuk IHAP was handled by the TCC which had new staff trained by Diane. IHAP reports to the Inuvialuit Regional Corporation are also made quarterly.

To date four quotes have been received for this fiscal year HTC audits. Inuvik, Holman, Sachs Harbour and Paulatuk have selected their Auditor from Inuvik (David Jorstead). Tuktoyaktuk and Aklavik have joined up with their respective Hamlets to use the same Auditors.

In addition to her regular duties, Diane assisted the Inuvik HTC with Resource Person (RP) tasks, as a result of a staff changeover within that HTC. They hired a HTC-RP in December.

Diane took the Small Business Book Keeping course at Aurora College, Community Finance Training Accounting Cycle One, and a two day seminar on Quick Books in Edmonton.

### **Robin Fonger** (HTC Technical Resource Person)

The HTC Technical Resource Person position is a new one which came into effect November 5, 2001. This is one of three new positions intended to provide technical capacity within the communities in response to the increased development in the Delta over the last few years.

Since November the HTC Technical RP has spent as much time as possible in the communities. The first six months have involved introductions to all HTCs on either a formal or informal basis. Attempts to begin to build a working relationship with the HTCs include attendance at one Aklavik, Tuktoyaktuk and Sachs Harbour HTC meeting, a site visit to Paulatuk to meet with the HTC and regular attendance at Inuvik HTC meetings. At this point the HTC Technical RP provides the Aklavik and Inuvik HTCs with summaries of submissions to be screened by the EISC. Aside from these summaries she is currently working on Policy and Procedure development for the Aklavik HTC (Grizzly Bear) and Paulatuk HTC (Sport Hunt). She also provides a variety of support to the Aklavik, Tuktoyaktuk, Inuvik, Paulatuk and Sachs Harbour HTCs upon request.

To familiarize this RP with the communities and inform members of the community of her position she attended the FJMC Community Tour (Paulatuk, Holman and Sachs Harbour) in November 2001 and the Joint Secretariat IFA Community Tour (Paulatuk, Holman, Sachs Harbour, Tuktoyaktuk and Aklavik) in January 2002.

Other meetings that the HTC Technical RP has attended so far include, IGC meetings (Inuvik), portions of two FJMC meetings (Inuvik), a portion of the Arctic Borderlands Community Monitoring Workshop (Fort McPherson), Board Development Workshop (Sachs Harbour), Assessment & Management of Cumulative Effects of Linear Development (Whitehorse) and various meetings with different hydrocarbon industry companies (Inuvik).

The HTC Technical RP attended the *Introduction to the Canadian Natural Gas Industry ... From Wellhead to Burner-Tip* training course offered at the Canadian Energy Research Institute in Calgary AB in January of 2002 for a more thorough understanding of the gas industry. She also attended the *Accounting Cycle I* community finance training course offered in Inuvik to enable her to assist the HTC Administrative Support Officer as needed in the area of accounting.

Aside from the above, the HTC Technical RP was involved in facilitating the Inuit Tapiriit Kanatami workshops discussing observations of environmental change in January and February 2002. The communities involved in these workshops were Tuktoyaktuk, Aklavik and Inuvik.

**Norm Snow** (Executive Director)

In addition to the previously mentioned activities, Norm has attended meetings of the IFA-ICC, the NWT Environmental Contaminants Committee, YDAP, CISE, the National Recovery Program (COSEWIC), and Snowchange 2000.

He gave a talk to Inuvik Gas on the occasion of Earth Day (20-4-02), and has been involved in PERD program development and the GNWT Wildlife Act revision process.

He is the Chair of the Arctic Regional Advisory Council (CCG), the Administrator of the IHS, a member of the C-CIARN Regional (NWT) Committee, and a member of the Canadian delegation for the Emergency Prevention and Preparedness Response (EPPR) Working Group of the Arctic Council.

## **FUNDING**

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

- 1. Government of the Northwest Territories - Department Resource, Wildlife and Economic Development (3 Contribution Agreements)**
  - a) - Joint Secretariat Administration**
    - Inuvialuit Game Council**
    - Community Harvester Assistance Program**
    - Wildlife Management Advisory Council (NWT)**
    - Staff Support for the Joint Secretariat Library**
  - b) - Inuvialuit 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)**
  - Fisheries Joint Management Committee Beluga Monitoring Program, Fishing Registration and Consultation**
  - Inuvialuit 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**
  - Additional funds have also been provided by DIAND to enable Inuvialuit participation in the Pipeline Coordination process, and to increase Board and Community capacity. These funds are contributed by way of amendment to the existing Screening and Review Contribution Agreement.**

## **FUNDING PROVIDED OUTSIDE OF CONTRIBUTION AGREEMENTS:**

**In addition to the above, the Inuvialuit Harvest Study also receives financial support from the Canadian Wildlife Service and the Yukon Territorial Government.**

**The Joint Secretariat administered funds received from the GNWT, by way of a contribution agreement for the Hunters and Trappers Committees Administrative and Operational Support.**

**The Inuvialuit Student Mentoring Placement Program was cost-shared between the Inuvialuit Regional Corporation, Federal Department of Education, Culture and Employment, Enbridge, Department of Fisheries and Oceans, the Fisheries Joint Management Committee, and is administered on behalf of the FJMC.**

**The Joint Secretariat administered funds received from the GNWT, by way of a contribution agreement to be associated with the development and training of present and potential Board members of the Hunter and Trapper Committees established pursuant to the Inuvialuit Final Agreement.**

**Funding was received from GNWT, by way of a service contract for the Wildlife Aboriginal Advisory Group Community Consultations.**

**The Joint Secretariat administered funds received from DIAND, by way of a contribution agreement for a program for promoting the safe development, use, conservation, and protection of the north's natural resources.**

**Funding was received from DFO by way of a contract, to hire the GIS Assistant.**

## **FINANCIAL STATEMENTS**

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