

**JOINT SECRETARIAT**

**INUVIALUIT RENEWABLE  
RESOURCE COMMITTEES**

**ANNUAL ACTIVITY REPORT  
2000/01**

**June 2001**

## **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 two regular and an annual general meeting during the 2000/01 fiscal year. The June 2000 annual general meeting and board of directors meeting was held in Calgary, Alberta. In June January a board of directors meeting was held in Inuvik, NWT.

The J.S. is continuing to fulfill its objectives by way of its primary functions. There is however, an increasing need for support at the Community level. The JS provides its support largely by way of the newly-created Hunters and Trappers Committees Administrative Support Officer position held by Esther Price. Although based in Inuvik, Esther spends a considerable amount of time in the Communities working directly with the Hunters and Trappers Committee (HTC) staff and assisting them in carrying out their financial administration and other duties. She has also conducted, and arranged training for HTC staff and directors. This position functions on behalf of the IGC and the Inuvialuit Regional Corporation (IRC). in administering the Inuvialuit Harvester Assistance Program funding. The JS Admin. Unit covered this position's duties during Esther's maternity leave.

The JS has a growing role in providing assistance to Inuvialuit training and education. In addition to the FJMC's Student Mentoring Program, the JS has provided work experience to three beneficiaries as casual office clerks for the summer and initiated the Nelson Green Memorial Scholarship in conjunction with the Inuvialuit Education Foundation. The JS has also been involved in a minor way with the extension of the GLOBE interactive science web-site to schools within the region. The Executive Director has also participated in an Arctic College Natural Resource Training Program seminar, a science module at the Elementary School (SAMS), and was a thesis committee member for the University of Manitoba. (Dyanna Riedlinger successfully completed her Masters Degree on the basis of Traditional Knowledge research conducted as part of the Sachs Harbour Climate Change Project).

The Geographical Information System (GIS) Specialist position was vacated by Mike Muller in December, and the hiring process to re-fill that position is currently underway. Mike was primarily responsible for developing and maintaining our GIS database as well as overseeing the networking of office hardware. He was also instrumental in coordinating the growing GIS capacity within the region in addition to providing GIS services to the Screening and Review process and to the other co-management bodies.

The Department of Fisheries and Oceans (DFO ) has provided funding to hire much-needed assistance for the original GIS position: Todd Slack joined us in October, 2000 and primarily

supports DFO's Beaufort Sea Integrated Management Planning Initiative (BSIMPI). He has substantially built up the GIS database and is in process of constructing the imagery database. He has also done cartography work for FJMC and DFO and maintained the Oil and Gas spatial database.

Considerable effort has been put into updating and maintaining the Community Conservation Plans in addition to providing maps for every meeting of the EISC, and some for the EIRB.

The JS has assisted in the coordination, preparation and conduct of various workshops and community tours throughout the year for in-house organisations and Inuit Tapirisat of Canada (ITC), and is preparing for the IFA Roles and Responsibilities workshop, to be held early in the new fiscal year.

A high level of liaison is maintained with ITC and Inuit Circumpolar Conference (ICC) primarily in areas of legislation, program delivery and international conventions. Liaison with IRC is also significant, not only in the area of new and existing legislation, but increasingly as a result of the level of oil and gas industry activity within the region. The Executive Director has assisted in the definition of the roles of Inuvialuit environmental monitors and Inuvialuit wildlife monitors within the development scenario, and also the duties of the Regional Contaminants Coordinator.

The quickening pace of development within the region has focused attention on the need not only for increased capacity at all levels, but also on the need for additional relevant research. The Executive Director has participated in the FJMC hydrocarbon workshop, in the development of a proposal to go to the Arctic Council for a standardised Shoreline Clean-up and Assessment Technology (SCAT) in collaboration with the federal Department of Environment - Environmental Protection (DOE-EP), and in consideration of the research needs associated with the disposal of industrial wastes within the region, in collaboration with the Canadian Association of Petroleum Producers (CAPP), the Aurora Research Institute, and federal agencies (DIAND, DOE-EP). These issues have been of concern to the Inuvialuit for some time.

He has participated in a research data-gap analysis convened by DIAND, and the Northern Program at Objective Level Committee meeting of the Panel on Energy Research and Development (PERD). Both activities are intended to address Inuvialuit and government objectives in a substantive way.

He's also attended various meetings, usually with, and sometimes as the alternate for, the IGC Chair. These include meetings of the IFA Implementation Coordinating Committee, the Beaufort Sea Integrated Management Planning Initiative, the Delta Gas Producers and other developers in the region, and the Pipeline Preparedness Working Group and Chairs meetings. There have been other meetings with officials of Federal and Territorial government departments, all of which related to IFA implementation or legislation interaction matters.

The Sachs Harbour Climate Change Project (SHCCP) which has materially involved the Sachs HTC, the IGC, the JS, and the International Institute for Sustainable Development (IISD), has been completed this year. The Executive Director is co-authoring a synthesis paper. Plans are being made, in collaboration with ITC, for a follow-up project involving the other ISR communities.

The present level of gas exploration activity, which is predicted to at least double next year, will continue to tax the JS resources. DIAND has secured a Flexible Transfer Agreement which will

once more allow the optimisation of budgets, and additional funding was also provided to hire another staff member. This will relieve the existing workload, and enable the EISC to meet more frequently during the year. The anticipated industry activity will increase the workload for all staff, not only screening and review, particularly as the issue of Cumulative Effects is addressed.

Climate Change, especially the warming-trend aspect, is predicted to be more pronounced in the Arctic than elsewhere on the planet. This is perhaps the “ultimate cumulative effect,” and will be a “wild card” for just about everyone.

## **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 Librarian (who is also the 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 and the EIRB.
- a Resource Person for the operation of the GIS.
- a Program Manager for the Inuvialuit Harvest Study.
- a HTC Administrative Support Officer.

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 2000/01:

Chair	-	Duane Smith, IGC
Vice-chair	-	Tom Beck, EISC - until June 2000
	-	Bob Bell, FJMC
Secretary	-	Norm Snow, Joint Secretariat
Director	-	William Klassen, EISC
Director	-	Robert Hornal, EIRB
Director	-	Larry Carpenter, WMAC(NWT)
Director ( <u>Ex-officio</u> )	-	Lindsay Staples, WMAC (North Slope)

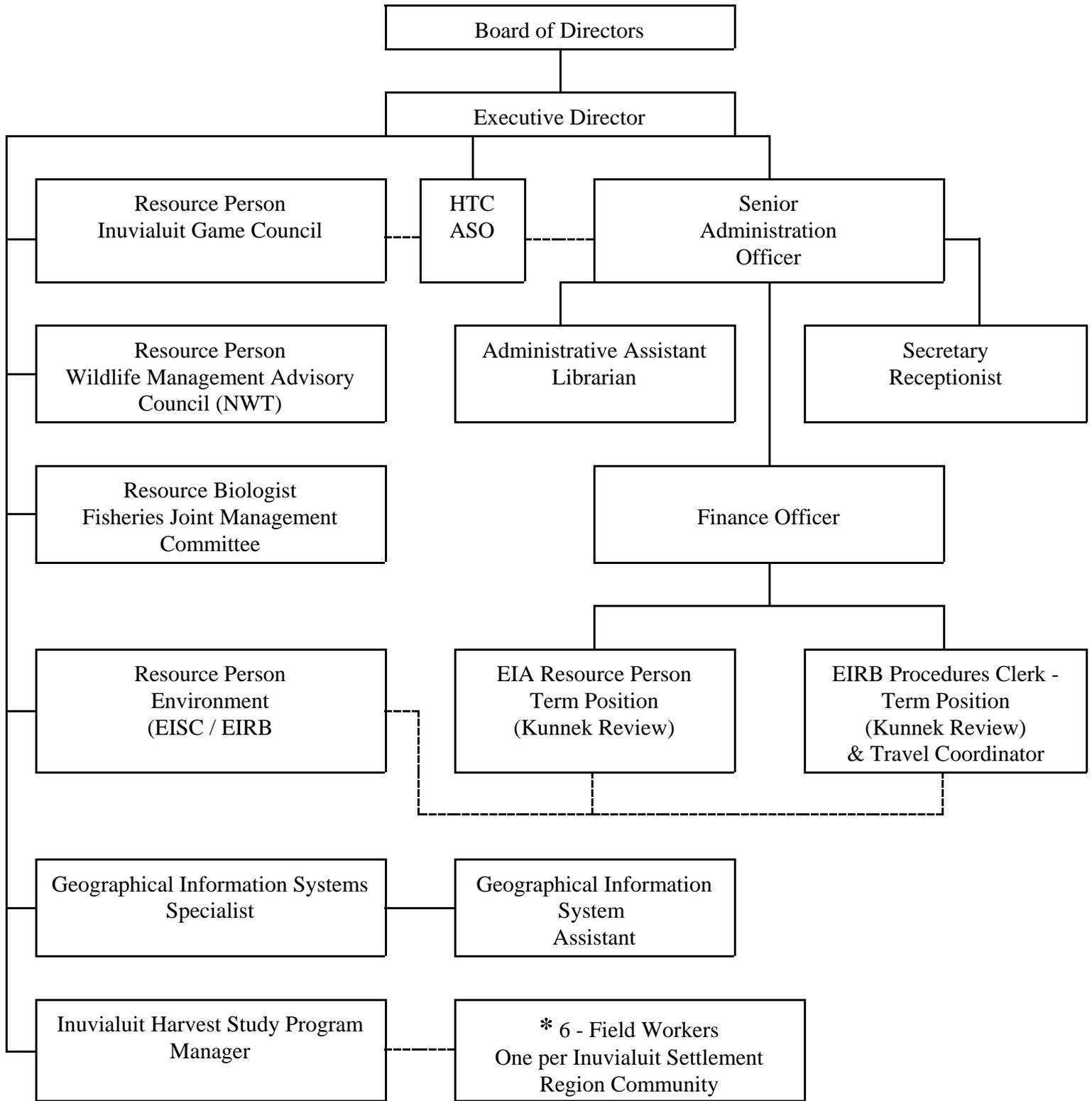
JOINT SECRETARIAT STAFF 2000 - 2001:

<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	Brigitte Wolki Agnes Noksana Bernice Joe	March 23, 1998 to January 22, 2000 December 11, 2000 to December 22, 2000 January 22, 2000 to present
Casual Office Clerk/Librarian	Myrna Button	February 11, 1998 to present
Casual Office Clerks	Albert Elias Bessie Inuktalik Robyn Inglangasuk	May 8, 2000 to July 15, 2000 September 22, 2000 to January 17, 2001 October 6, 2000 to present
FJMC Resource Person	Edward McLean	March 13, 2000 to present
IGC Resource Person	Katherine Thiesenhausen	June 1, 1999 to present
WMAC(NWT) Res. Person	Brian Johnston	November 1, 1997 to present
Env. Resource Person	Linda Graf	November 1995 to present
EIA Resource Person	Eric Chernoff	February 17, 2000 to present

JOINT SECRETARIAT STAFF 2000 - 2001 Cont'd

EIRB Procedures Clerk	Mae Cockney Lisa Beattie	April 4, 2000 to April 27, 2000 May 23, 2000 to September 25, 2000
GIS Specialist	Michael Muller	Jan. 1996 to December 31, 2000
GIS Assistant	Todd Slack	October 2000 to present
IHS Program Manager	Catherine Pinard	February 10, 2000 to present
HTC Administrative Support Officer	Esther Price	July 3, 1999 to present

# Joint Secretariat Inuvialuit Renewable Resource Committees



**\*Hired by the Hunters and Trappers Committees**

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

Brian Johnston

This past fiscal year represented the culmination in a two-year project for the WMAC(NWT). With the assistance of the GIS Specialist and the JS administrative staff, the Resource Person for the WMAC(NWT) produced the final versions of the updated Community Conservation Plans. In addition to paper copies, the plans are also available on CD ROM and on the internet at [www.bmmda.nt.ca](http://www.bmmda.nt.ca).

Throughout the year, the Resource Person attended a variety of information meetings with oil and gas industry groups, in order to keep abreast of upcoming and potential seismic, exploration, drilling and pipeline activity in the region.

The Resource Person also represented the WMAC(NWT) at:

- “Introduction to the Canadian Natural Gas Industry... From Wellhead to Burner-tip”. Course hosted by the Canadian Energy Research Institute (CERI) in Inuvik.
- Public meeting held by EIRB - public meeting re Kuñnek Reindeer Development Corp. in Inuvik, to inform the public of their development intentions.
- Environmental Impact Review Board hearing for the Kunnek Reindeer Development Corp.
- Species At Risk Act Information Meeting. Hosted by Environment Canada.
- Ducks Unlimited Waterfowl Survey Roundtable Discussion.
- Yukon North Slope Conference, in Whitehorse.
- Arctic Science Conference, in Whitehorse. (AAAS)
- Cumulative Environmental Effects Management Workshop.
- Arctic Borderlands Ecological Knowledge Co-op, in Aklavik.

Katherine Thiesenhausen

The Inuvialuit Game Council Resource Person represented the IGC at many meetings in Inuvik with numerous oil and gas companies throughout the fiscal year to discuss potential Inuvialuit concerns prior to the companies making project submissions to the EISC. Related to the seismic work in the region, the Resource Person also participated in a conference call in November in Inuvik with other JS staff, Resources, Wildlife and Economic Development (RWED) and Petro-Canada to begin discussions on concerns regarding cumulative impacts. Along with other JS staff she attended an oil and gas producers’ presentation in May in Inuvik on potential pipeline development.

She participated in several meetings in Inuvik with RWED and the Gwich’in in September and October discussing the revision of RWED’s Guide Level Training courses and planning a workshop and a pilot of the new course.

During the Kuñnek Resource Development Corporation’s Environmental Impact Review, she attended the public meeting in Tuktoyaktuk in June and the Public Hearing in Inuvik in September.

She attended a consultation meeting in Inuvik in January 2001 when a YDAP negotiator met with representatives from IRC and EISC to update them on the Yukon Development Assessment Process.

In May the IGC Resource Person, along with other JS staff, participated in a question and answer session on careers in wildlife at the JS office with local high school students, was a facilitator and had a display at the North Slope Conference in Whitehorse in September, and attended an Environmental Planning for Linear Development course in Calgary, Alberta in November.

She took minutes for the August 2000 and January 2001 meetings of the Inuvialuit Final Agreement Implementation Coordinating Committee.

She participated as an observer during an April telephone conference call of the Mackenzie Valley Cumulative Impacts Monitoring Program Steering Committee as well as on a July conference call of the Cumulative Effects Assessment Management Steering Committee, when the Inuvialuit appointees and alternates were unavailable.

In March 2001 she attended the Circumpolar Climate Change Summit and Exposition in Whitehorse, YT

Ed McLean

The first year for the FJMC R.P. has been a busy one. In addition to providing the standard “RP” administrative support to the FJMC, he has also been involved in a wide variety of activities/projects during the current fiscal year.

Three major programs were delivered in 2000/01. FJMC’s **Student Mentoring Program** was expanded in Summer 2000 to include 5 students, it offered a greater variety of work placement opportunities, and for the first time, received private sector program funding from the oil & gas sector. The **Beluga Monitoring Program** employed 7 monitors during the 2000 whaling season. The monitors and HTC RPs from 4 participating communities gathered in Inuvik prior to their field season for the annual monitor workshop. In addition to providing vital statistics on harvested beluga over the season, FJMC’s annual monitor program also supported DFO research involving collection of disease, contaminants, and reproductive samples. This past winter, FJMC’s first annual **ISR Spring-Summer Sport Angler Harvest Survey** was conducted. Over 400 recreational anglers were surveyed by mail and final angler participation rates topped 60%. Results will be used by FJMC to better manage fish stocks in the Region by providing a more accurate picture of sport catches and will help improve public understanding & compliance with FJMC’s private land fishing registry through development of an education campaign to be implemented by 2002.

The FJMC - RP was also instrumental in the design and production of three publications including the premier issue of the JS Bulletin (Spring 2000); the Beaufort Sea Conference 2000 Summary Report; and the amended 3<sup>rd</sup> printing of the Beluga Management Plan (2001).

Over the year Ed provided administrative support for 5 regular FJMC meetings, numerous teleconferences, and other special Committee events including an ISR Hydrocarbon Workshop (Pigeon Lake), Fall Community Tour (Inuvik, Aklavik, Tuk), and DFO-Freshwater Institute Science Day/Executive Meetings (Winnipeg).

He also attended a number of meetings and conferences including: DFO’s Beluga Regional Advisory Process (RAP) Meeting (Inuvik); Paulatuk Char Management Plan Meeting (Paulatuk); presentation to Senate Committee on Fisheries-Fact Finding Tour 2000 (Inuvik); Coastal Zone 2000 Conference FJMC trade show booth & DFO roundtable presentation on Co-Management & Hydrocarbon Development in the ISR (Saint John); ISR Researchers Meeting (Inuvik); West Side Fishing Plan Working Group Meeting (Aklavik); DFO’s Rat River Char RAP (Winnipeg); and the US Mineral Management Service’s Information Transfer Meeting (Anchorage). In addition he participated in various hydrocarbon industry consultations throughout the year including meetings with Gulf Canada, AEC, Mackenzie Valley Pipeline Group, Anderson Resources, and Anadarko.

Linda Graf

One of the main tasks of the Resource Person - Environment is to act as the Secretary to the Environmental Impact Screening Committee (EISC) and the Environmental Impact Review Board. This past fiscal year, in addition to her routine duties organizing and attending meetings as the recording secretary, she frequently met with gas exploration proponents and their consultants to discuss the environmental screening process. Several formal meetings which she attended were the Mackenzie Delta Gas Feasibility Study Meeting, (17 May 2000, Inuvik) and the Mackenzie Delta and Valley Environmental Assessment and Regulatory Process Meetings (9 November 2000, Inuvik; 21 November 2000, Yellowknife) regarding pipeline preparedness. The RP-Environment was also busy with the Kuññek Review from April through December dealing with the proponent and registered participants, and organizing and attending community workshops and the public hearing.

During 2000/2001, the Resource Person - Environment maintained her membership in the International Association for Impact Assessment and the Canadian Institute for the Administration of Justice in order to benefit from occasional courses and publications. The RP-Environment took one course this past year - Decision Writing and Procedures (4-5 September 2000, Inuvik) - which was presented by the EIRB's legal counsel. The RP-Environment also attended the Northern Sustainable Development Strategy Workshop (12 May, 2000), the North Slope Conference (18-20 September 2000, Whitehorse) and the Geoscience Forum (22-24 November 2000, Yellowknife) at which she was invited to make a presentation about the IFA Environmental Impact Screening and Review Process.

Catherine Pinard

Following the development of a blueprint by the HTC's, data collection started in all the communities in March and April. The Program Manager trained new Field Workers and Resource Persons either in the communities or in Inuvik, throughout the year as needed. She organized a logo contest that Julia Ekpakohak won. Pocket calendars were produced at the request of communities, as well as the regular wall calendars.

The Program Manager tried to attend all the AGM and/or public meetings in all the communities to make a short presentation on the Harvest Study. She went to Aklavik, Holman, Inuvik and Sachs Harbour. She missed the AGM in Tuk because of the weather and in Paulatuk because she had other commitments the same week.

The Program Manager attended a workshop on Effective Supervision at Aurora College, and she made a presentation at the North Slope Conference, and at the AAAS Conference, in Whitehorse.

The IHS Management Committee met once this year and had four teleconferences.

Eric Chernoff

The Environmental Impact Assessment (EIA) Resource Person was hired primarily to assist with the preparation for, and conduct of, the public environmental review of Kuññek Resource Development Corporation's proposed development known as "Revitalization of the Western Arctic Reindeer Herd". As such, he attended the meetings, workshops and public hearing for the review and conducted a special investigation by interviewing former reindeer herders in Tuktoyaktuk, Inuvik and Aklavik about their experiences herding reindeer in the Mackenzie Delta region.

In addition to his duties with the Kuññek Review, the EIA Resource Person continued his employment after the EIRB had released its recommendations on the review, to relieve pressure on the RP-Env and help reduce the EISC workload. During the period of December 2000 to March 2001, he assisted with the regular duties of the EIRB and filled in with the EISC during February and March, while the EISC secretary was on vacation.

In addition to the duties mentioned above with the EIRB and EISC, the EIA Resource Person:

- Participated in a decision writing and procedures course hosted by the EIRB's Legal Counsel in preparation for the Kuñnek Public Hearing
- Attended the 2000 Yukon North Slope Conference
- Made a presentation with Fred Wolki, (EISC) at a workshop in Montreal. The title of the workshop was *Environmental Assessment and Traditional Knowledge* and it was hosted by *L'Association québécois pour l'évaluation d'impacts*

Norm Snow

In addition to the previously mentioned activities, the Executive Director has undertaken the following:

- participated in the second consultation workshop for the Northern Sustainable Development Strategy.
- attended the eleventh meeting of the Conference of the Parties (COP-II) of the Convention for International Trade in Endangered Species (CITES).
- presented the SCAT proposal at the annual meeting of the Emergency, Prevention, Preparedness and Response Working Group (EPPR-WG) of the Arctic Council.
- attended the annual National Contaminants Project proposal review meeting as a member of the NWT Environmental Contaminants Committee.
- attended the Kunnek Project public hearings.
- attended the North Slope Conference, facilitated and co-chaired various sessions, and co-presented the Sachs Harbour Climate Change Project (SHCCP).
- attended the AAAS Arctic Science 2000 Conference and co-presented the SHCCP.
- attended IUCN's second World Conservation Congress as an ICC delegate.
- participated in the Canadian Climate Change Impact and Adaptation workshop as a member of the Coastal Node Steering Committee of Climate Change Impact and Adaptation Research Network (CCIARN).
- participated in an International (Canada, U.S., Russia) Beaufort Sea Beluga Research Management workshop.

## 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
  - 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
  - Environmental Impact Review Board Public Reviews

## 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 the 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.

Funding for additional staff necessitated by the EIRB Public Review of the Kunnek project is provided by DIAND by way of an amendment to the existing Contribution Agreement for the Screening and Review process.

The Joint Secretariat administered the 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.