

IEMA Directors Teleconference

March 1, 2012

Participants

Bill Ross, Chairperson
Tim Byers, Vice-Chairperson
Jaida Ohokannoak, Secretary-Treasurer
Tim Byers, Director
Laura Johnston, Director
Sheryl Grieve, Director

It was agreed that the agenda for the teleconference would be as follows:

1. Review of the Draft 2012-14 Work Plan and Budget
2. Review of the February 2012 Variance Report and Potential Surplus
3. Invitation to North Slave Metis Alliance Community Meeting March 12, 2012

1. Review of the Draft 2012-14 Work Plan and Budget

Jaida reviewed the draft Agency 2012-14 Work Plan and Budget. For the Board meetings category, time estimated for administrative tasks (e.g. emails) is 0.25 days per month. The actual amount of time used is to be claimed based on actual use. The estimated amounts are for budgeting purposes, as a planning tool.

Directors occasionally must travel to meetings about monitoring and environmental management plans. The list of activities for 2012-2013 is largely taken from what we expect from annual cycle and BHPB's plans. The document review times are estimates. No particular Directors have been selected or have agreed to review specific documents. However, it is helpful if all Directors know who is reviewing a particular document to make efficient use of time and funds and to avoid duplicate efforts..

For the Communications and Consultation category, funding has been set aside for Directors to visit communities when requested.

Motion to approve the Agency 2012-14 Work Plan and Budget as presented.

Moved by Tim Byers. Seconded by Laura Johnston. Carried without opposition.

2. Review of the February 2012 Variance Report and Potential Surplus

If requested, assisting communities with the water licence renewal, may be more appropriately be expensed within Communications category because the Separate Fund is not meant to facilitate the participation of our Society Members. The Separate Fund is for the Agency's preparation for public hearings.

Prior to the teleconference, Agency staff sent out a list of ideas about potential projects before March 31. The Directors discussed several of these possibilities.

- It was agreed that the internal briefing note on mixing zones should be shared with Environment Canada and Fisheries and Oceans, with an opportunity to talk directly to the author.
- A review of water quality data from the SNP and AEMP to identify contaminants of concern and potential water quality objectives might be helpful but is likely a bit premature.

ACTION: Kevin to contact a potential consultant about availability and potential conflicts.

- Agency Annual Report Writing meeting costs should be paid as soon as possible for accommodation, meeting space and travel.

ACTION: Kevin will follow up with Tony and have more substantive news for the March Board Meeting.

- Agency poster and brochures. Agency staff to expedite the production of a new Agency poster in English, French and Inuinnaqtun with sound or audio clips in the same languages but also Chipewyan, Tlicho and Weledeh. The posters and audio clips are for posting to the Agency's website, as a brief introduction to the Agency.

ACTION: Allison to arrange translators and ask them if doing a written translation would be worthwhile.

- Agency staff will investigate the costs for a video presentation to be posted to the Agency's website and sound files in each of the original Aboriginal languages and French. Given that a script will be required and the time it took for a similar project for the Cohen Commission on salmon in BC, it may not be possible to complete this task before March 31. If major funding is required, Kevin will check with the auditor on whether such expenditures would be treated as a capital item.

- Promotional item may be another possibility but a longer lead time is usually required and there is a good stock of virtually everything except the water bottles.
- Regarding the purchase of a new computer, make a decision and go with it, even if it may be considered a capital expenditure.

ACTION: At a minimum, get the computer in the middle room backed up.

- Directors decided against purchasing computers for individual Directors.
- Flight passes may be another option but have become more expensive. Staff will investigate further including how such an expenditure might be treated during the audit.

3. Invitation to North Slave Metis Alliance Community Meeting March 12, 2012

The Directors were supportive of the invitation but asked Sheryl whether there was any flexibility in the dates for the meeting as all the Directors would be in Yellowknife the following week for a regular board meeting. Sheryl indicated that NSMA had already negotiated the date with BHPB.

The Directors agreed to send Tim Byers, Sheryl Grieve and Kevin O'Reilly.

ACTION: Bill to send email to NSMA accepting the invitation.

ACTION: Sheryl to work with Kevin on her travel arrangements.