

**Independent Environmental Monitoring Agency
97th Meeting of the Board of Directors
Yellowknife, NT
March 1-2, 2017
Summary of Discussion**

Directors

Jaida Ohokannoak
Emery Paquin
Tim Byers
Arnold Enge
Doug Doan
Jesse Jasper

Staff

Marc Casas, Executive Director
Jessica Simpson, Communications and
Environmental Specialist

Meeting commenced at 9:05 am

Meeting Chaired by Jaida.

AGENCY BUSINESS

Information Updates

Directors provided updates on the work they were involved in since the last board meeting, mainly consisting of Environmental Agreement Implementation Meeting, Jay Project water licence Closing Arguments, recommendations on the draft Jay Project water licence, a fisheries compensation project (DDEC re-introduction of Inconnu into Yellowknife River) and the Closure Seepage Ecological Risk Assessment.

Directors thanked Doug Doan for his participation on the Agency as his 2 year term ends March 31, 2017. Doug Doan remarked that 2 years is just enough time to learn the nature of the board and the work it does.

Correspondence

The main correspondence since the last Board Meeting are the Waste Rock Ore Management Plan (WROMP) Version 6.2 (Misery waste rock raise) review, Closure Seepage Ecological Risk Assessment review and workshop, Water Licence Amendment - Sable drawdown plan – review and comment, Jay Air Quality Emissions Monitoring and Mitigation Plan – final review and comment, and the Jay Road Construction Plan review and comment.

Action Items

All Action Items from the last Board Meeting in December, 2016 were reviewed and noted a shaving been completed.

Financial Items

A number of financial items were discussed: Year-to-Date Expenditures, Variance Report, and Work Plan and Budget for 2017-18.

M97-1: Approve the Work Plan and Budget 2017-2019 as amended. Moved by Emery Paquin. Seconded by Tim Byers. Carried without objection.

It was noted that many files located on the Agency Dropbox have been deleted.

Action Item #1: The reason why files on Dropbox are being deleted will be looked into and will make sure Dropbox is backed up on the server.

Renovations and upgrades to the office layout and equipment were discussed including upgrades intended to improve working conditions for staff.

Action Item #2: The Agency will look into the cost and feasibility of completing office and equipment upgrades/changes. Upgrades that can be covered by the landlord will also be addressed.

Annual Report – Request For Proposals

Directors reviewed the annual report survey results. Directors agreed that the Technical version will only be available as a more interactive digital version. 200 copies of the Plain Language version will be printed, and the brochure will continue to be printed and distributed as ad mail.

Proposals for providing annual report design and printing services were reviewed. Five proposals were received. Directors agreed that Kellett Communications Ltd. provided the best value, and will pursue this option.

Action Item #3: The Agency will ask Kellett Communications Ltd to provide a new quote based on the new approach.

Standing Offer Agreement for Waste Rock and Seepage Expertise

The Agency does not have adequate expertise in the area of waste rock and seepage water quality, which will likely become a greater issue over the coming years. Directors discussed and agreed on setting up a standing offer agreement with a consultant for potential upcoming reviews.

ITEMS CURRENTLY FOR REVIEW

Jay Project – Closing Arguments

Directors reviewed the Jay Project Closing Arguments that are due March 2, 2017. The majority of the Agency's recommendations stayed the same between the Intervention at the public hearing and Closing Arguments.

COMMUNICATIONS UPDATE

Website Design (with logo)

Directors made some suggestions for the draft design for the Agency's new website and agreed on the modified logo.

Video – Screening of First Draft Ollie Williams

The purpose of the video is to show the size and scale of the mine for people who have never been there, and to talk about the role of the Agency. The video will be made in 3 parts that can be used on social media, and it can be strung together to make a bigger video that can be used on community visits. Directors viewed the draft to give feedback for direction. Directors made suggestions for potential footage and topics to cover in the video as well as some script changes.

Directors also discussed distribution of the video. It will be housed on the Agency's website and announced and shared on social media (Facebook page), newsletters, and e-mail. The Agency will have the video translated in 2017-18.

PRESENTATIONS

Wek'eezhii Land and Water Board Sarah Elsasser - Regulatory Manager

An update on upcoming review items that the Agency will be involved in was provided.

- Jay Project Closing Arguments are due March 2, 2017 and the compensation issue involving Diavik the downstream user and DDEC. Closing arguments from DDEC are due March 16, 2017. WLWB plans to have a Water Licence and reasons for decision package to the Responsible Minister for the end of May.
- Type A Water Licence for Sable and Two Rock water withdrawal limits. The public hearing was cancelled, the items will be addressed at the WLWB April meeting.
- Type B Water Licence for a stream crossing for Jay Project early road works will be reviewed by the WLWB at the end of March, 2017.

- Comments for the Closure Ecological Risk Assessment (CERA) is closed. There is no date for the company's response. WLWB will figure out the process going forward. The CERA is not technically for approval by the WLWB, but it is one step in a process towards closure and reclamation.
- AEMP Re-Evaluation Reasons for Decision was released February 28, 2017. The Agency raised a comment on the WLWB hosting a workshop for this. The WLWB didn't see anything that couldn't be dealt with using the Online review system.
- The Annual ICRP Progress report and security update was submitted and was given a longer than usual review period to accommodate other reviews occurring around the same time. Deadline is April 27, 2017.
- Security for Jay Project early works, a Land Use Permit, is under the water licence, which is problematic for the GNWT, because WL are the responsibility of Minister of ENR while LUP are the responsibility of the Minister of Lands. DDEC and GNWT are currently working on an arrangement.
- Response Frameworks v.2. Response plans for Chloride, Oxygen, and Phosphate, and an update on the Koala watershed model will likely be for review.
- 3 Type A Water Licence amendments might be grouped together – a potassium EQC change, pumping rate change in the LLCF and water use limits for Pigeon Pit are in the body of the licence and will require amendments. DDEC's hope is that they can be lumped together for process, but have to wait and see what the submissions look like.
- WROMP: pretty sure there will be a new WROMP – Sarah will look into it. Likely Triggered by Sable construction activities.
- In comments to reviews, if questions are posed, it is good to counter the question some how so that the question is not missed and gets answered. Or to provide options in case the question is not answered.

The Agency asked if it is possible for WLWB to provide reminders that a proponent's response was provided. Sara confirmed it is possible for each user on the ORS to choose their own settings and that users can choose a setting to received automatic reminders on this.

Giant Mine Oversight Board

Ben Nind – Executive Director

GMOB was invited to provide a description of the informatic upgrades they are undertaking and to provide a general update of GMOB activities.

- GMOB is currently going through an establishment process since February 2016. The first phase is set up the information system, such as the website, and the data management. As part of a research program, GMOB was given a significant amount of money to start their research program, and therefore will have a lot of data coming in.
- To store the data, GMOB has been looking into housing it on the NWT Discovery Portal, which is a federal and territorial initiative (\$1.3 million to build). It houses scientific information generated

from contractors, researchers, and regulators in the Northwest Territories. The portal is maintained by the GNWT.

- Information is shared with the NWT Discovery Portal through Sharepoint.
- There have been discussions with other oversight boards on having a shared database.
- GMOB also has a project using a drone to capture images of the mine over time. The video/photo's captured can be used for public, school curriculums, and to technically see what is happening on the ground at the mine.
- GMOB's first annual report (called Establishment Report) will be available at the end of March or beginning of April.
- GMOB itself does not do inspections. They look at technical data, and they sit on the Giant Mine Working Group to get updates on the projects and initiatives that are happening right now.
- The Giant Mine Working Group, volunteers will give hair samples to study for arsenic in the body. This project will be managed by project team.
- There is currently regular care and maintenance at the mine. Remediation at the mine has only just started. There is a lot of stuff that will be happening. The "bidders" conference, for the new Mine Services Manager contract for clean up is planned. Expertise in Northern remediation is becoming specialized and recognized across the country.
- There is an initiative with YKDFN for a project to create a grade 10 curricula.

OTHER BUSINESS

Directors went in-camera to discuss a Human Resource matter.

Admin and Personnel Policy

Directors discussed whether the Agency's Administration and Personnel policies need to be updated to include special leave, and better reflect the changes to parental leave and the Harassment Policy. If policies and employee entitlements are changed, employee contracts may need to be revised to reflect these changes. According to the Agency's Risk Assessment, the Agency's policies should be reviewed on a yearly basis.

The Agency discussed the circumstances that qualify for special leave and decided that these policies require a broader view. Until all of the policies are reviewed, staff will fill out annual leave applications and will earn special leave at half day/month up to a max of 12 days.

Action Item #4: *The Executive Director will review all of the policies related to administration and personnel and provide a consolidated policy that will be presented to the Board for input at the next board meeting.*

The Agency also discussed the use of leave forms and timesheets. It was agreed that a formal way of tracking time and leave approval is to be maintained. Leave accumulation forms will be sent to the Chair at the end of each month.

Ron Allen –New Board Member (Pending)

A letter regarding the joint appointment of Ronald Allen and re-appointment of Emery Paquin was sent by the GNWT on behalf of INAC and DDEC to Aboriginal Society Members so they can provide feedback on the proposed appointments. Although Ronald Allen's appointment is not yet finalized, the Agency invited him to participate in the Board meeting so that he can be introduced to the Agency, its work, and Directors before the Annual Report Writing Session in May.

Society By-Laws

The Executive Director reported that changes to the Society By-Laws were submitted to GNWT Corporate Registries and were approved.

Action Item #5: *Copies of the changes to the Agency's Society By-Laws will be forwarded to Directors.*

Future Meetings:

- The Agency will decide during its scheduled May meeting if a June board meeting is necessary. It's possible that only a conference call is needed. A site visit can occur in early September instead.
- The next EA Implementation Meeting is June 6, 2017.

Action Item #6: *To report back to North Slave Metis Association on results of the community information session, March 1, 2017, the Agency will write the brochure and send it to NSMA to send to their distribution e-mail list. The Agency can also report back in the Agency newsletter, website and Facebook page.*

Community Visit/Annual Report Writing Session:

The Annual Report Writing Session will be in Kugluktuk from May 8-12, 2017. The Agency will combine this meeting with a community visit. Discussed was the venue, hotel bookings, and activities that Directors would like to do for the community visit portion.

Action Item #7: *The Agency will book flight and accommodation arrangements for all Directors and staff from Yellowknife to Kugluktuk and will do so before March 31, 2017.*

Directors were assigned chapters to be written and edited at the Annual Report Writing Session. At minimum, Directors are expected to present bullet point, but the text is preferable. Also, staff will obtain 2 Annual Report design options from the designer for the meeting.

Action Item #8: *A folder in Dropbox will be created for the 2016-17 Annual Report.*

Meeting adjourned at 3:15 pm on March 2, 2017.

**Summary of Discussion Approved by
Kim Poole, Secretary Treasurer**
