

Independent Environmental Monitoring Agency

108th Meeting of the Board of Directors

Yellowknife, NT – November 17-19, 2020

Summary of Discussion

Directors

Jaida Ohokannoak

Emery Paquin

Tim Byers (Z)

Ron Allen

Jesse Jasper

Bill Slater (Z)

Kim Poole (Z)

Staff

Marc Casas, *Executive Director*

Shannon Moore, *Comms & Admin Specialist*

(Z) denotes participation via Zoom

Meeting chaired by Jaida Ohokannoak (Chair). Meeting officially starts: 9:15am, November 17, 2020.

Day 1 – Tuesday, November 17, 2020 (Morning)

Agency Business

Chair/Director Updates

The Chair and Directors gave brief summaries of work they have been doing since our September Board meeting. Some examples include the review and selection of proposals for an external organization review and research on the Zone of Influence for caribou. Directors also continued their regular participation in document reviews and comment processes.

Executive Director Updates

The Executive Director gave an update on work staff has been doing, including organizing Request for Proposals for two larger Agency contracts (external organizational review and the creation of an interpretive model), financial work, and contacting Society Members to ensure participation in our AGM by following up on the earlier Agency invitation.

The Executive Director also participated in all document reviews and drafting of outgoing correspondence.

Communications Update

The Communications and Admin Specialist provided a brief presentation of communications work that has gone on since September. Highlights of the presentation included reviewing website user statistics and content updates since the last Board meeting, the finished 2019-2020 Annual Report, and a discussion about how our bi-monthly newsletter is compiled.

Financial Report

The Agency's updated Year-to-Date Expenditures and Variance Report were discussed.

As with last Board meeting, the Agency discussed how COVID restrictions have affected the Agency's expenditures for the fiscal year thus far. Due to COVID-related travel restrictions and restrictions placed on Dominion through the creditor protection process, the Agency anticipates to have unspent funds at the end of the fiscal year. Two new projects have recently been initiated: an independent external evaluation of Agency performance; and development of a minesite interpretive model.

Correspondence

Incoming and outgoing correspondence since the last board meeting (September) was reviewed.

Review of Previous Action Items

Action Items from our last Board meeting were reviewed and discussed, and were either completed and removed, or carried forward. A few items required a status update after review. Action Items generated from this meeting will be added to the list.

Guest Presenters: Wek'èezhìi Land and Water Board (WLWB)

Anneli Jokela (*Regulatory Manager*), Rhiana Bams (*Regulatory Specialist*)

WLWB Staff gave the Agency a brief update regarding how they've been adapting to COVID, and the work they've been doing with Dominion in terms of the sale of the mine and preparing a transfer of licences and obligations to a new owner. The Agency had questions about the upcoming expiration of Dominion's Water Licence and how the company being in creditor protection has affected that process. There was also discussion about how the WLWB has been conducting public hearings and engagement during COVID times.

Day 2 – Wednesday, November 18, 2020 (Afternoon)

Guest Presenter: Dominion Diamond Mines, ULC

Lynn Boettger (*Superintendent, Permitting*), Claudine Lee (*Head of Health, Safety, Environment, Communities (HSEC) and Training*), and Harry O'Keefe (*Superintendent – Environment Operations*)

Dominion gave the Agency an update from the last two months, specifically regarding the sale process and the next steps toward reopening the mine. There was a recent press release regarding bringing 60 furloughed employees back to work in early December with a view to restart the mine as

soon as possible. An ad hoc group that is currently in talks with the company to purchase the mine has made a condition of purchase that the mine be operational as soon as it can be. Dominion also reviewed how COVID-19 health and safety processes have changed to accommodate ramping up activity at the mine site.

See presentation for more information.

Policy Review

Three Agency policies were discussed and proposed changes were reviewed.

- **Business Continuity Plan – Update to Appendix A**

This plan will be reviewed annually instead of quarterly.

- **Computer Back Up and File Management Policy (Draft)**

Additions discussed in last Board meeting were added to this policy.

- **Contract and Purchasing Policy**

Inclusion of the annual computer allowance and clarification of other policy conditions.

Motion 1:

- Ron Allen motions to accept all discussed changes to the above policies.
- Jesse Jasper seconds the motion.
- *Motion carried unanimously.*

Currently Out for Review/Current Items

There were no items currently out for review that required discussion.

Other Business

- **Annual Report Update**

Ten hard copies of each report version and the brochure were dropped off to the office November 17, with the rest of the printed copies to come soon. The brochure was successfully updated and will be mailed directly from Kellett (over 9,000 copies).

- **AGM Preparation**

The Agency discussed logistics about November 19th's AGM.

- **Service Contract Discussion**

A general template for service contracts was reviewed and accepted by the Board.

- **Next Board meeting**

- February is proposed. Will solidify meeting dates in January.

Day 3 – Thursday, November 19, 2020 (Afternoon)

Election of Agency Officers

- **Chair:** Ron nominates Jaida as Chair, Emery seconds, Jaida accepts.
Jaida is acclaimed as the Chair
- **Vice-Chair:** Kim nominates Emery, Tim seconds, Emery accepts.
Emery is acclaimed as Vice-Chair
- **Secretary/Treasurer:** Jess nominates Kim, Ron seconds, Kim accepts.
Kim is acclaimed as Secretary and Treasurer

Guest Presenter: John McCullum, Executive Director – EMAB

John McCullum of the Environmental Monitoring and Advisory Board gave the Agency an update about the key issues at the Diavik Diamond Mine.

Meeting adjourned by Jaida at 1:30 pm on Thursday, November 19, 2020.