

Independent Environmental Monitoring Agency

Meeting of the Board of Directors

Yellowknife, NT – February 13-14, 2023

Summary of Discussion

Directors

Emery Paquin, *Chairperson*

Tim Byers

Ron Allen, *Vice-Chairperson*

Jesse Jasper (Z)

Kim Poole, *Secretary-Treasurer*

Bill Slater (Z)

(Z) denotes participation via Zoom

Staff

Marc Casas, *Executive Director*

Jamie Mistry, *Communications & Admin Specialist*

Other Guests

Petter Jacobsen – Tlicho Government

Lydia Rabesca – Tlicho Government

Harry O’Keefe – Arctic Canadian (Z)

Dustin Chaffee – Arctic Canadian (Z)

Meeting chaired by Emery Paquin (Chairperson).

Start time 9:18am

Agency Business

Chairperson and Director Updates

The Chairperson and Directors provided summaries of their recent activities and participation in document reviews and related workshops.

Presentation

Tłı̄chǫ Government: Boots on the Ground - Ekwò Nàxoède K’è (*caribou crossing*)

Presented by: Petter Jacobsen and Lydia Rabesca

The Boots on the Ground program is a Tłı̄chǫ initiative that uses traditional knowledge and cultural methods to find and observe caribou on the land. Petter Jacobsen and Lydia Rabesca shared with Directors their findings from the past 7 years of being on the land and how they see the program progressing in the coming years. It was a very informative discussion and Directors would like to continue to receive updates on this program.

Agency Business (Continued)

Appointment of Chairperson, Vice-Chairperson and Secretary-Treasurer

As per the Agency’s by-laws, the Agency’s Officers are appointed from among the Directors on an annual basis.

The position of Chairperson:

- Tim Byers put forward a motion to nominate Emery Paquin as Chairperson;

- Kim Poole seconded the motion
- The motion was carried
- Emery Paquin is reappointed as Chairperson

Vice-Chairperson position:

- Jesse Jasper put forward a motion to nominate Ron Allen as Vice-Chairperson;
- Tim Byers seconded the motion
- Motion was carried
- Ron Allen is reappointed as Vice-Chairperson

Secretary-Treasurer position:

- Ron Allen put forward a motion to nominate Kim Poole as Secretary-Treasurer;
- Bill Slater seconded the motion
- Motion was carried
- Kim Poole is reappointed as Secretary-Treasurer

Financials: Variance Report & Workplan and Budget

In review of the 2022-23 variance report, the Agency remains within its budgeted expenses for the fiscal year. Anticipated expenses before the end of fiscal include:

- Water Licence Renewal Technical Workshop
- Completion of the WMMP Renewal
- Digitization of the Resource Library
- Review of the ICRP version 3.1

A significant budget surplus is anticipated for 2022-23 largely resulting from the Agency's inability to organize a visit to a community or organize a workshop for Society members. In addition, there is a vacancy in the Agency's Board of Directors which significantly impacted projected expenses for this year.

In review of the workplan and budget for 2023-24, the Agency discussed exploring opportunities to visit Society Member' communities earlier in the year to allow sufficient time for planning and coordination.

***Post-Meeting: the workplan and budget were approved by Directors via email on February 24, 2023*

Policy Updates

Staff Christmas Holiday

Directors amended the *Administration and Personnel Policy* to clarify the period when Staff close the office for the Christmas Holidays. This has been identified as 7 paid "Christmas leave days" that will start before Christmas Day with the timing at the discretion of the Chairperson.

- Emery Paquin put forward a motion to accept the proposed amendment
- Kim Poole seconded the motion
- All Directors in favour of the motion

Director Administrative Time

Directors amended the *Honouraria and Travel Claims Policy* to clarify that Directors may claim two hours per month for minor unbilled activities related to administrative tasks. For the Vice-Chairperson and Secretary-Treasurer, three hours per month are included to account for additional activities pertaining to their role. Similarly, the Chairperson is entitled to claim up to four hours per month in recognition of his/her additional responsibilities.

- Emery Paquin put forward a motion to accept the proposed amendment
- Tim Byers seconded the motion
- All Directors in favour of the motion

CPI Adjustments

Background: Current practice at the Agency is to conduct an annual evaluation on the employment anniversary date of each employee. As part of the evaluation and in compliance with their Agreement for Terms of Employment, staff are entitled to a CPI adjustment to their annual salary (to account for inflation) and a merit increase based on performance. These adjustments are then backdated to the employment anniversary date.

Staff proposed to amend the *Administration and Personnel Policy* so that the CPI adjustment is applied effective as of January 1st of each year instead of at the Staff's employment anniversary date.

- Emery Paquin put forward a motion to accept the proposed amendment
- Kim Poole seconded the motion
- All Directors in favour of the motion

Day one adjourned 5:54pm

Day two start 8:55am

Presentation

Arctic Canadian Diamond Company Ltd (Arctic Canadian)

Presented by: Dustin Chaffee

Arctic Canadian presented an update of current operations at the Ekati mine and discussed topics such as anticipated items for review and major operational events for 2023. The Agency asked questions regarding the update on the Underwater Remote Mining trial scheduled for 2024 and the company's plans for further exploration.

In accordance with Section 4.1 of the 2006 Resolution Agreement, the Agency delivered a presentation to Arctic Canadian of its proposed workplan and budget for the 2023-24 fiscal year.

Current Review Items

Wildlife Management and Monitoring Plan (WMMP) & Caribou Animations

Two directors recently attended a workshop held by Arctic Canadian to address the Agency's initial comments on the proposed updated WMMP. Directors shared their thoughts on how they plan to update their original recommendations based upon workshop discussions.

In addition, the Agency is working with Selkirk College to update existing caribou animation videos used online and with the site model, along with a new video concept. This new concept will illustrate collared caribou movements as they approach mine infrastructure between 2010 and 2016, before the Sable Road was constructed, and a second video that shows the caribou movements from 2016 to 2019 after the Sable Road was constructed and throughout the development of the Sable Pit.

AEMP Re-Evaluation

Directors reviewed the proposed changes put forward by Arctic Canadian in the AEMP Re-evaluation. Directors discussed the benefits and constraints based on the proposed changes and reviewed the long- and short-time implications of these changes.

Water Licence Renewal – Technical Session

The technical workshops for the Water Licence Renewal are scheduled for March 27-29th. Directors discussed their plans to participate and who will be joining the meeting virtually. Directors agreed to meet before the technical workshop to review topics and questions of interest.

Interim Closure and Reclamation Plan v3.1 Submission Update

Arctic Canadian informed the Directors that the Plan was submitted to the WLWB, however it is going through a conformity check before it can be circulated to reviewers through the ORS (Online Review System). The WLWB has scheduled a tentative closure workshop during the first week of May.

Point Lake Dewatering Plan

The Directors discussed the potential submission of the revised Point Lake Dewatering Plan that was anticipated to be submitted earlier in the year. Directors asked staff to follow up with Arctic Canadian regarding the plan's submission.

Communications Updates

Annual Report: Feedback and 2023 Workshop

Background: for the 2022-2023 annual report, the Agency adjusted the format to combine the plain language report with the technical report. This new format resulted in one report with a plain language summary.

Directors reflected on last year's annual report process and identified key areas that were a positive change and other areas that can be improved on. The new format was a more efficient way of writing, designing, and distributing the report. Directors also discussed ways to make the Agency's assessment more prominent in the report to better engage with our readers.

The Agency plans to host the annual writing workshop either locally or in a community in mid-May.

Resource Room Library

Staff are working with the local copy store to digitize documents that are stored in the Agency's office. The Agency plans to make these scans available through the WLWB and our websites and has engaged with the WLWB to understand how this can be done. Staff will continue to work with involved parties to come up with a solution that will provide Society Members and the public better access to archived documents.

Meeting adjourned 4:57 pm