

**JOINT SECRETARIAT**

**INUVIALUIT RENEWABLE  
RESOURCE COMMITTEES**

**ANNUAL ACTIVITY REPORT  
2002/03**

**June 2003**

## **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. The five chairs of the committees listed 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):

- C the Inuvialuit Game Council (IGC);
- C the Wildlife Management Advisory Council (NWT) (WMAAC(NWT));
- C the Fisheries Joint Management Council (FJMC);
- C the Environmental Impact Review Board (EIRB); and
- C the Environmental Impact Screening Committee.

The Board of Directors for the Joint Secretariat held two regular and one annual general meeting during the 2002/03 fiscal year. The June 2002 annual general meeting and board of directors meeting was held in Whitehorse, Yukon. The second regular meeting was held on September 24<sup>th</sup>. 2002 in Whitehorse, Yukon.

It has been another busy year for the Joint Secretariat including an office-move thrown in for good measure. This latter event occurred in mid-May, although internal gutting and reconstruction preceded this by several months. The move itself was as smooth as these things can be, largely as a result of the activities of front office staff, Dave Button, local student hires, and the forbearance of the rest of the staff. Consequently there was minimal disruption to the routine office function.

In spite of the office-move, and staff turnover, the JS Administration Unit has maintained its high level of support to the IGC, the co-management bodies and to Government agencies. Peggy Madore and her staff have continued to provide the requisite financial data in a timely way.

Bernice Joe has been taking on-line computer courses this fiscal year. She has obtained the following credits:

- C Basic IT Concepts II;
- C Basic IT Concepts I;
- C PC Preventative Maintenance;
- C Technical Support: Safety and Preventative Maintenance;
- C Technical Support: PC Configuration II;
- C Technical Support: PC Configuration I; and
- C Technical Support: Networking Support.

Bernice also took a one week on site computer training course with MicroAge in Whitehorse, Yukon.

The Community Support Unit (CSU) has been fully staffed this year, and has provided much needed assistance to the JS. technical staff, the IGC and co-management bodies, as well as to the Hunters and Trappers Committees (HTCs). Although the level of Industry activity has been slightly less this year, the Northern Gas Project (NGP) coordination activity, climate-change issues, cumulative effects issues, contaminants issues, and new government legislation have kept the CSU extremely busy. The CSU has helped re-distribute the workload of the existing staff, and provide feedback between the JS committees and boards and the communities as represented by the HTCs.

The Cooperation Plan for the Environmental Impact Assessment and Regulatory Review of a Northern Gas Pipeline Project through the Northwest Territories was released in June, 2002, and its implementation is occupying a considerable amount of the JS staff time, especially that of the Executive Director. This year there have been no less than 21 meetings and seven teleconferences of the Chairs' Committee, the Working Group (WG), the sub-groups of the WG.. These meetings involve JS staff, the IGC Chair, or both. A Preliminary Information Package (PIP) is still awaited, and upon its receipt, the next Cooperation Plan implementation phases will commence.

Another area which is becoming more critical to JS activities is offshore research. To this end, JS staff and the IGC Chair have participated in the Dewline to Sea Change workshop in Kananaskis, are members of various steering committees, and have facilitated community-level research. The Executive Director is a member of the Canadian Climate Impacts and Adaptation Research Network's Coastal Zone and Northern committees, as well as the Program of Energy Research and Development's (PERD) Northern Program . He has also facilitated climate-change studies by staff and students of Tampere Polytechnic (Finland) within the Western Arctic, and instructed Land Claims and Protected Areas modules for the Natural Resources Training Program of Arctic College in addition to providing tutorials and guidance to an Inuvialuit student conducting a lake climate-change project within the Inuvialuit Settlement Region (ISR). He also made a presentation to the International Association of Impact Assessment's Western and Northern Affiliate on sea-ice changes in the Beaufort.

The Executive Director is a member of the northern research advisory group which assists the Environmental Studies Research Fund's (ESRF) chair in prioritizing and facilitating research relevant to oil and gas industry plans for the Western Arctic. Within the context of a specific ESRF initiative, he and other JS staff, together with the IGC and Inuvialuit Land Administration (ILA) staff, are members of the Technical Advisory Group which is planning a workshop to deal with the issue of drilling waste disposal in the Western Arctic.

The Executive Director is also a member of the Arctic Regional Advisory Council to the Canadian Coast Guard. The Council, in addition to other meetings, convened a well-attended public meeting in Inuvik this year.

He is also the lead on an Arctic Council project via the Emergency Prevention, Preparedness and Response Working Group, which is developing a circumpolar arctic Shoreline and Clean-up Technology Manual, largely in cooperation with the U.S. Coast Guard and Environment Canada. This has particular relevance to the ISR.

The Executive Director together with other JS staff and the FJMC, developed an IFA co-management presentation which was made to the North Atlantic Marine Mammal Commission Conference on User Knowledge and Scientific Knowledge in Iceland.

The JS liaises with the Inuvialuit Regional Corporation and other Inuit organizations such as the Inuit Tapariit Kanatari and the Inuit Circumpolar Council. This year the liaison function has been broadened to include the Aurora Research Institute, the Tampere Polytechnic and the Arctic Institute of North America. The areas of cooperation are climate change issues, research specific to these issues, contaminant research, research in general, new legislation, regulations and permitting procedures.

Throughout the year the JS and IGC have held numerous meetings to deal with the Canadian Environmental Assessment Agency's comprehensive study process proposed for Devon

Canada's offshore drilling program and with the Canadian Association of Petroleum Producers concerning oil and gas exploration in the ISR.

The JS, other co-management bodies, and the IGC are increasingly involved in the development and implementation of new or revised federal and territorial legislation such as the *Species At Risk Act*, the amendments to *Canadian Environmental Assessment Act*, and new NWT Wildlife Statute.

These activities, in addition to the others referenced elsewhere in this report, will continue to occupy JS staff for the foreseeable future.

## **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 Administrative unit reporting to the Senior Administrative Officer which is comprised of a Finance Officer, a Travel/Accommodation Coordinator and a Secretary/Receptionist. This unit is responsible for the maintenance of the Secretariat's general ledger, the accounts payable and accounts receivable functions, preparation of financial reports and matters relating to the budget process.
- Ⓒ a Librarian (who is also an Administrative Clerk), 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;
- Ⓒ a Resource Person for the EIRB;
- Ⓒ a Resource Person for the operation of the GIS;
- Ⓒ an HTC Administrative Support Officer;
- Ⓒ an HTC Technical Resource Person;
- Ⓒ a Co-management Technical Resource Person; and
- Ⓒ an IGC Technical Resource Person.

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 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 2002/03:**

Chair	-	Duane Smith, IGC
Vice-chair	-	Bob Bell, FJMC
Secretary	-	Norm Snow, Joint Secretariat
Director	-	William Klassen, EISC
Director	-	Robert Hornal, EIRB
Director	-	Larry Carpenter, WMAC(NWT)
Director (Ex-officio)	-	Lindsay Staples, WMAC (North Slope)

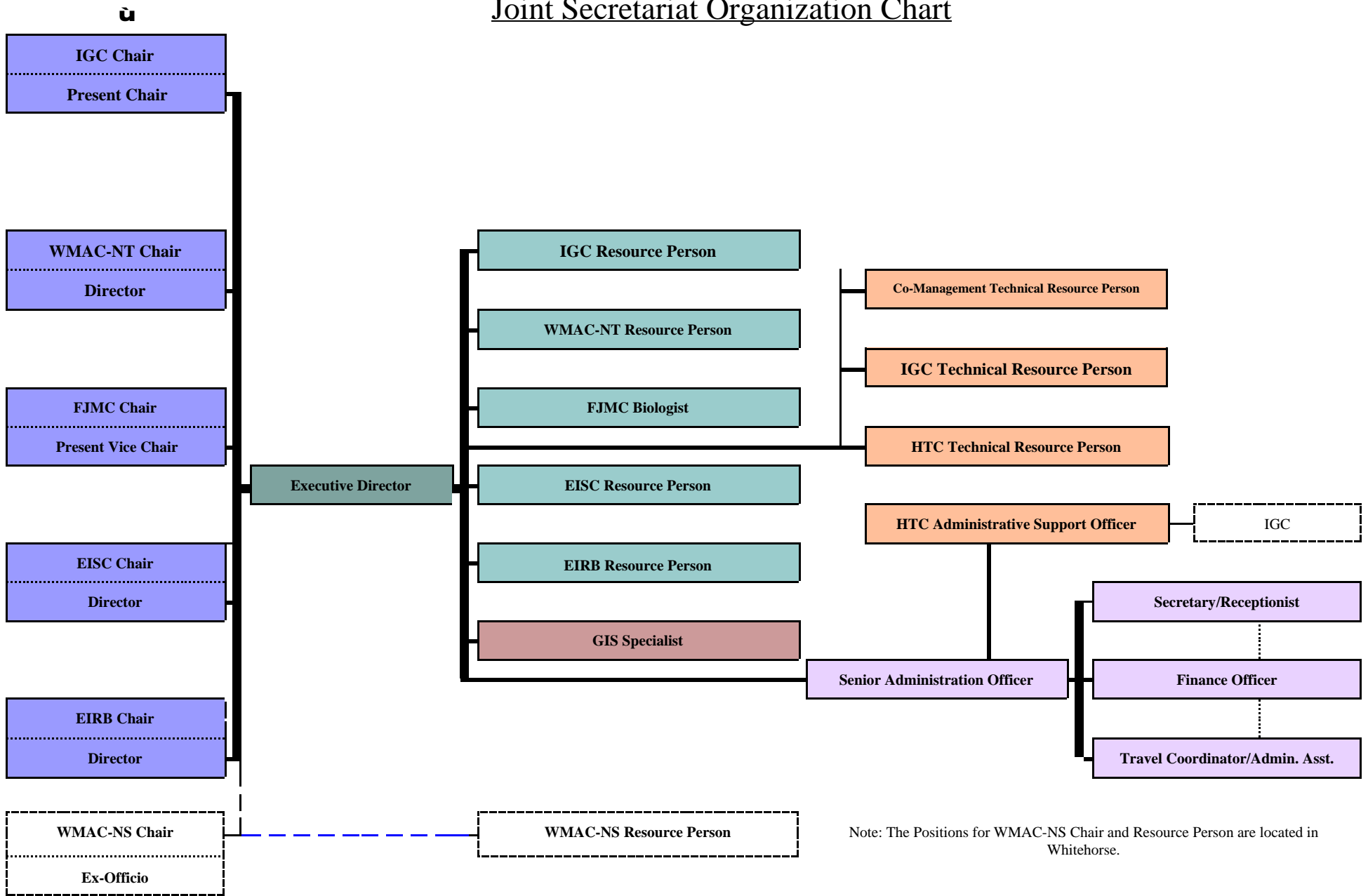
**JOINT SECRETARIAT STAFF 2002 - 2003:**

<b><u>POSITION</u></b>	<b><u>NAME</u></b>	<b><u>DATE OF EMPLOYMENT</u></b>
Executive Director	Norm Snow	October 1986 to present
Senior Administrative Officer	Peggy Madore	March 1994 to present
Finance Officer	Angela Hunter Evelyn Bullock	September 1996 to February 2003 March 2003 to present
Travel/Accommodation Coordinator	Brigitte Wolki Heather Hansen	March 1998 to May 2002 May 2002 to present
Secretary/Receptionist	Bernice Joe	January 2001 to present
Casual Office Clerk/Librarian	Myrna Button	February 1998 to present
Casual Office Clerk	Laura Paterson	September 2002 to September 2002
Casual Office Clerk	Mabel Sharpe	October 2002 to February 2003
FJMC Resource Person	Edward McLean Kevin Bill	March 2000 to June 2002 September 2002 to present
IGC Resource Person	Nelson Perry	October 2001 to present
WMAC(NWT) Res. Person	Katherine Thiesenhausen	September 2001 to present
EISC Resource Person	Linda Graf	November 1995 to present
EIRB Resource Person	Jonathan Allen	April 2002 to present
Environmental Impact Assessment Resource Person	Barbara Berg	January 2003 to present
GIS Specialist	Amir Hassanzadeh	June 2001 to present

**JOINT SECRETARIAT STAFF 2002- 2003 Cont'd**

HTC Administrative Support Officer	Diane Dillon	September 2001 to present
HTC Technical Resource Person	Robin Fonger	November 2001 to present
Co-management Technical Resource Person	Kevin Bill Christopher Alway	April 2002 to September 2002 October 2002 to present
IGC Technical Resource Person	Alisha Chauhan	April 2002 to present

# Joint Secretariat Organization Chart



Note: The Positions for WMAC-NS Chair and Resource Person are located in Whitehorse.

## **MEETINGS AND COURSES ATTENDED BY JS STAFF**

### **Nelson Perry (IGC Resource Person)**

In addition to the regular administrative tasks as IGC Resource Person and Executive Secretary, Nelson attended and participated in several meetings and workshops during the 2002/2003 fiscal year.

Throughout the year he attended oil and gas exploration and pipeline related meetings to discuss proposed projects. He participated in ESRF Technical Advisory Group meetings to look at drilling waste disposal options in preparation for a workshop to be held later this year in Inuvik. He also worked on the IGC Constitution & By-law amendments with IGC members, JS staff, and input from the HTC's. As of the end of March, the amendments had gone to the HTC's for them to vote on at special members meetings.

He attended the following additional meetings and workshops:

- Inuvialuit-Inupiat Polar Bear Management Agreement Joint Commissioners and Technical Advisors meeting, April, Inuvik;
- ILA/Regulators meeting, May, Inuvik;
- meeting with oil and gas representatives on the Harvester Claims Resolution Agreement, June, Inuvik;
- ILA/Industry Wrap-up meeting, June, Inuvik;
- Western NWT Biophysical Study teleconference, September, Inuvik;
- 53<sup>rd</sup> Arctic Science Conference, September, Fairbanks, Alaska;
- Beaufort Sea Workshop on Emergency Preparedness, October, Yellowknife;
- Mackenzie Delta Spill Response Corporation Advisory Working Group meeting, November, Tuktoyaktuk;
- Inuvialuit-Inupiat Polar Bear Management Agreement Joint Commissioners and Technical Advisors meeting, February, Barrow, Alaska;
- wildlife monitors issues meeting, March, Inuvik; and
- Cumulative Effects Assessment and Management Regional Plan of Action workshop, March, Inuvik.

Nelson also organized and took minutes for four quarterly IGC meetings which took place in Inuvik (two meetings), Holman, and Whitehorse.

### **Katherine Thiesenhausen (WMAC(NWT) Resource Person)**

In her capacity as the Resource Person (RP) for the Wildlife Management Advisory Council (NWT) Katherine fulfilled the administrative tasks related to organizing, recording and actioning items as follow-up to four regular Council meetings, two teleconferences, a joint WMACs meeting with WMAC (NS), and two workshops hosted by the Council (one on grizzly bears and one on polar bears).

As technical support to the WMAC (NWT), Katherine works with the Chair to provide draft comments to the Council on relevant research and development permit applications submitted to permitting authorities. In addition she reviews and provides

drafts comments on draft management plans, legislation and policies from other organizations. This fiscal year these included two draft Tuktut Nogait National Park Management Plans, the draft Canadian North Slope Muskox Management Plan, a Proponents' Guide to the Offshore Oil and Gas Regulatory Process in the Inuvialuit Settlement Region, the EIRB's Draft Criteria for Establishing Environmental Standards for Husky Lakes, Status Reports from the Committee On Species Endangered in Canada on wolverines, Anatum Peregrine falcon, polar bears, and Ivory gulls, and draft polar bear community management agreements.

The RP participated in a total of 14 meetings and workshops specifically on oil and gas issues with industry, consultants and regulators. These included meetings with proponents on proposed seismic and drilling projects, regulatory meetings, and future pipeline preparedness meetings/workshops. Within these were two post exploration season wrap-up meetings hosted by the Inuvialuit Land Administration for both regulators and industry to discuss how the season went and any issues the parties wished to explore. Also of note was the inclusion of the WMAC (NWT), through their RP, in the expanded second annual meeting between Alaskan and Canadian environmental regulators to enable the Canadians to learn from the Alaskan exploration and production experience. Working with other jurisdictions also involved a meeting with a representative from the Yukon Territorial Government Oil & Gas Division to discuss mitigative measures/permit conditions used in the NWT for oil and gas exploration so that they can be considered for use in the Yukon. One of the 14 events that Katherine participated in was a Pembina Institute sponsored oil & gas issues workshop & facilities tour which provided technical information on the exploration and production processes, and a first hand look at the equipment used in the industry. Other key workshops were two Mackenzie Gas Project facilities' design workshops, and a meeting on the Project's granular resources investigation. Katherine was also involved in the two meetings held to design a comprehensive study on a proposed offshore exploration drilling program.

The Resource Person also participated in eight non-oil & gas meetings and workshops including:

- RWED Inuvik Region's Wildlife Research & Information Gaps Workshop to identify research gaps from the perspective of the communities;
- the Inuvialuit Game Council's Research Update Day;
- an annual science conference hosted by the American Academy for the Advancement of Science (AAAS); and
- a meeting hosted by Duck's Unlimited to present their project results and discuss a training program and a traditional knowledge collection proposal.

### **Linda Graf (EISC Resource Person)**

One of the main tasks of the Environmental Impact Screening Committee Resource Person is to act as the Secretary to the EISC. During 2002/2003, in addition to routine duties organizing and attending meetings, she met with gas exploration proponents and their consultants to discuss the environmental screening process. In particular, she attended several consultation meetings related to the Mackenzie Gas Project (Inuvik and Yellowknife) and Devon Canada's Beaufort Sea Exploration

Drilling Program (Inuvik).

During 2002/2003, the EISC RP maintained her membership in the International Association for Impact Assessment (IAIA) and the IAIA-Western and Northern Affiliate (IAIA-WNA). This year she was able to join in on several of the IAIA-WNA lunch hour presentations via telephone.

The EISC RP took one course this year hosted by Parks Canada regarding the relationship between the *Inuvialuit Final Agreement*, the *Canadian Environmental Assessment Act*, and environmental assessment policy as they apply in national parks (27-28 November 2002, Inuvik).

The EISC RP attended the Environmental Assessment and Regulatory Season's End Meeting (23 May 2002, Inuvik), the Geoscience Forum (20-22 November 2002, Yellowknife), and the Boundaries of the Sea Consultation Meeting (30 January 2003, Inuvik). She also participated in numerous meetings related to the Mackenzie Valley Pipeline Environmental Assessment and Regulatory Process (Inuvik, Yellowknife, Calgary), in particular with working groups involved in the preparation of draft documents, such as the Plan for Public Involvement and the Environmental Impact Statement draft Terms of Reference.

#### **Jonathan W. Allen (EIRB Resource Person)**

Jonathan Allen replaced Eric Chernoff as the EIRB Resource Person, on April 1, 2002.

During the year, the Environmental Impact Screening Committee referred two developments to the EIRB for review. These projects were:

- WesternGeco Mackenzie Delta River 2D Seismic Program 2002
- Commander Resources' Proposed Diamond Exploration Program, Victoria Island, NT

The EIRB Resource Person (RP) served as the Secretary to the EIRB and its subsequent Review Panels for each review. Among the many tasks required to carry out a public review, the RP was responsible for arranging public meetings in the appropriate Inuvialuit communities. For the "Commander Review", meetings were held in the community of Holman, NT on February 5 and 6, 2003. For the "WesternGeco Review" meetings were scheduled for Aklavik, Tuktoyaktuk, and Inuvik on the 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup> of April 2003, respectively.

The Commander Review was completed in February 2003. The final report containing the recommendations of the Review Panel was sent to the Minister of Indian Affairs and Northern Development. The Review Panel recommended that the project proceed with certain mitigative and remedial measures.

The Review Panel for WesternGeco is expected to release their final report in May of 2003.

During the 2002-2003 year the RP attended the following courses, workshops, meetings, and conferences:

- June 17, 2002 ILA Industry Meeting (Inuvik)
- September 4, 2002 CIMP/ CEAM Update Meeting (Inuvik)
- September 16, 2002 Comprehensive Study Report for Offshore Gas Activity Meeting (Inuvik)
- October 28, 2002 Tuktoyaktuk HTC Meeting (to discuss draft Husky Lakes Criteria)
- October 30, 2002 Inuvik HTC Meeting (to discuss draft Husky Lakes Criteria)
- November 5, 2002 Mackenzie Gas Project Workshop and Public Meeting (Inuvik)
- November 6, 2002 Regional Advisory Council Meeting (Inuvik)
- November 14- 15, 2002 Sharing Good Practice Workshop (Ottawa, ON)
- November 19 - 22, 2002 Geoscience Forum (Yellowknife)
- November 23, 2002 Geomatics Workshop (Yellowknife)
- November 27 - 28, 2002 Parks Canada CEAA Training Course (Inuvik)
- January 30, 2003 Boundaries of the Sea Meeting (Inuvik)
- February 16, 2003 EnCana Kick-off Meeting (Swimming Point, NT)
- February 21, 2003 Meeting with Devon Representatives (Inuvik)
- March 4, 2003 Devon Offshore Exploration Drilling Program Meeting (Inuvik)
- March 6 - 7, 2003 IAIA Environmental Impact Assessment and Transportation Meeting and AGM (Yellowknife)

The RP served as Secretary for three EIRB regular meetings held on May 9, 2002 in Inuvik, October 29, 2002 in Inuvik, and February 6, 2003 in Holman.

The RP worked with the EIRB to develop Criteria for Establishing Environmental Standards and Criteria for Evaluating a Developer's Standard of Performance in the Husky Lakes Area (Area Number 2, Annex D, Inuvialuit Final Agreement). Throughout the year, a workshop was held to discuss options for a draft document, the document was sent to stakeholders for review, and multiple drafts and revisions were made by the EIRB. At year's end, stakeholder comments were being incorporated into the latest draft for consideration of the EIRB early in the new year.

In addition to the meetings listed above, the RP attended meetings of the Working Group and smaller Task Groups for the Cooperation Plan for the Environmental Impact Assessment and Regulatory Review of a Northern Gas Pipeline Project through the Northwest Territories. These meetings were held throughout the year in order to continue the work of preparing a coordinated process for environmental impact assessment and regulatory review of a possible northern gas project.

During the year, the RP became a member of the following organisations:

- International Association for Impact Assessment
- International Association for Impact Assessment - Western and Northern Canada Affiliate
- Canadian Institute for the Administration of Justice

### **Amir Hassanzadeh (GIS Specialist)**

The computers are processing and the printers are running: it is a non-stop job in the Geographic Information System (GIS) section of Joint Secretariat.

The sites and areas of activity of 2002-2003 projects and the base maps were overlaid and the overall map of Gas Exploration and related activities was produced. A variety of maps based on the categories of different activities (e.g. research projects and sub-classes, seismic projects, tourism etc.) were produced.

During 2002-2003 the GIS section received 19 map requests from EISC related to seismic programs, and 15 related to science and research projects. The produced maps are used by the EISC during its environmental screening process.

Amir attended a presentation by Steve Blasco, C.M.P. Eng. from Natural Resources Canada, re the Beaufort Sea Habitat Mapping project in March 7<sup>th</sup>, 2003. The subsequent discussion covered general plans, traditional knowledge input, mapping sites and multi-beam test trials. A large amount of ice scour data was also reviewed. The database and other related GIS documents will be shared with the Joint Secretariat GIS. Processing the data provides the communities and decision makers with valuable information and maps.

The GIS staff attended the ArcGIS II workshop held by ESRI Canada in Vancouver in May 2002. ArcGIS is a comprehensive, integrated, scalable system designed to meet the needs of a wide range of GIS users.

In October 2002 the GIS staff took part in the ArcObject Programming workshop held by ESRI Canada in Halifax, Nova Scotia. In this 5 day workshop the participants learned how to carry out various programming tasks in ArcMap and ArcCatalog.

### **Kevin Bill (FJMC Resource Biologist)**

Edward McLean served in the capacity of Resource Biologist for the period of April 1<sup>st</sup>, 2002 to June 28<sup>th</sup>, 2002. Ed organized and participated in one regular FJMC Meeting and two teleconferences during this period. In addition, he organized and facilitated the 2002 Beluga Monitoring Program's training session on June 20<sup>th</sup>, 2002 in Inuvik and also hired four students for the FJMC Student Mentoring Programs sixth year and prepared the summer schedule for the students.

Kevin Bill joined the Joint Secretariat's new Community Support Unit April 29<sup>th</sup>, 2002 as Co-Management Technical Resource Person and subsequently filled in as interim FJMC Resource Biologist for the period of June 29<sup>th</sup>, 2002 – September 1<sup>st</sup>, 2002. While serving in these capacities, he participated in the following workshops:

- EIRB Husky Lakes Criteria Workshop (May 9<sup>th</sup>, 2002, Inuvik);

- C FJMC Beluga Monitor Workshop (June 20<sup>th</sup>, 2002 Inuvik), as well as the training of the Tuktoyaktuk Harbour Monitor (June 27<sup>th</sup>, 2002 Inuvik);
- C True Colours Workshop (June 28<sup>th</sup>, 2002, Aurora College, Inuvik); and
- C Participatory Development Concepts, Tools and Application of PRA Methods Workshop (July 15<sup>th</sup> – July 20<sup>th</sup>, 2002, Ottawa).

He also participated in the following meetings and events:

- C Industry Preparatory Meeting (June 7<sup>th</sup>, 2002, Inuvik);
- C West Side Working Group Meeting (June 7<sup>th</sup>, 2002, Aklavik);
- C FJMC Regular Meeting (June 9<sup>th</sup> – 11<sup>th</sup>, 2002, Yellowknife);
- C WesternGeco Mackenzie 2D Seismic Program Meeting/Presentation (June 13<sup>th</sup>, 2002, Yellowknife);
- C Ken Chang-Kue Broad Whitefish Presentation (June 18<sup>th</sup>, 2002, DFO-Inuvik);
- C WesterGeco HTC Consultations for the Mackenzie 2D Seismic Program (July 4<sup>th</sup> – 5<sup>th</sup>, 2002, Inuvik, Aklavik and Tuktoyaktuk);
- C FJMC Teleconference (July 9<sup>th</sup>, 2002) ;
- C DFO Ocean's Day (July 27<sup>th</sup>, 2002, Tuktoyaktuk);
- C Shell Canada Winter 2003 Operations Meeting (August 21<sup>st</sup>, 2002, Inuvik);and
- C FJMC Regular Meeting (August 27<sup>th</sup> – 29<sup>th</sup>, 2002, Pigeon Lake AB).

He also supervised the FJMC Student Mentoring Program, FJMC Fish Registry and Beluga Monitoring program during this period, in addition to the day-to-day administrative and technical support provided to the Committee.

Kevin was officially offered the position of FJMC Resource Biologist starting September 2<sup>nd</sup>, 2002. As Resource Biologist, he organized and attended three regular FJMC meetings: the Regular Meeting and Community Tour, November 19<sup>th</sup> – 21<sup>st</sup>, 2002 (Aklavik, Tuktoyaktuk and Inuvik); the annual DFO Freshwater Institute Strategic Planning Meeting, January 28<sup>th</sup> – 30<sup>th</sup>, 2003 (Winnipeg); and the annual FJMC Budget Meeting, March 25<sup>th</sup> – 27<sup>th</sup>, 2003 (Inuvik). In addition to the regular meetings, he organized and participated in three teleconferences (October 9<sup>th</sup>, 2002; October 30<sup>th</sup>, 2002; and February 11<sup>th</sup>, 2003).

Besides planning and organizing meetings and providing the day-to-day administrative duties and technical support to the Committee relating to hydrocarbon exploration and other fisheries issues, he was also involved in the review of federal and territorial Species at Risk material, and also with the renewed interest in commercial fishing in the Beaufort Sea. Two companies showed interest in conducting an 'Experimental' fishery in 2002, with one company making an attempt, which due to inclement weather, poor ice conditions and logistical issues, was unsuccessful.

He also participated in/attended the following workshops:

- C Mercury in Beluga Workshop (October 25<sup>th</sup>, 2002, DFO Freshwater Institute, Winnipeg);
- C Mackenzie Gas Project Regulators Workshop (November 5<sup>th</sup>, 2002, Inuvik);

- C North Slope Dolly Varden Charr Regional Advisory Process Workshop (November 6<sup>th</sup> – 7<sup>th</sup>, 2002, Inuvik);
  - C WesternGeco Mackenzie River Acoustic and Fish Testing Program and Wildlife Monitoring Workshop (December 5<sup>th</sup>, 2002, Calgary);
  - C C-CIARN Impact & Adaptation Responses of Fish and Fisheries to Climate Change Workshop (January 5<sup>th</sup> – 6<sup>th</sup>, 2003, Ottawa);
  - C Oil & Gas Regulator Gathering and Prudhoe Bay Site Visit (March 19<sup>th</sup> – 22<sup>nd</sup>, 2003, Fairbanks and Prudhoe Bay AK);
- and the following meetings/events:
- C Devon Beaufort Sea Exploration Drilling Program Meeting (September 12<sup>th</sup>, 2002, Inuvik);
  - C WesternGeco 2002 Mackenzie River 2D Seismic Test Program Presentation (September 19<sup>th</sup>, 2002, Inuvik);
  - C Devon Canada Inc. Winter 2003 Activity Meeting (September 26<sup>th</sup>, 2002, Inuvik)
  - C Inuvik HTC Meeting (September 30<sup>th</sup>, 2002, Inuvik);
  - C Encana/Anadarko Winter 2003 Activity Meeting (October 3<sup>rd</sup>, 2002, Inuvik);
  - C Kavik-AXYS Presentation – 2002-03 Granular Study for the MGP (October 9<sup>th</sup>, 2002, Inuvik);
  - C Inuvialuit Game Council Research Day (December 12<sup>th</sup>, 2002, Inuvik);
  - C West Side Working Group Traditional Ecological Knowledge Study Meeting (January 14<sup>th</sup>, 2003, Aklavik);;
  - C Yukon/NWT Transboundary Water Management Agreement Meeting (February 13<sup>th</sup>, 2003, Inuvik);
  - C EnCana Winter 2003 Seismic Program Kick-off Meeting (February 16<sup>th</sup>, 2003, Swimming Point);
  - C Devon Offshore Exploration Drilling Program Regulatory Meeting (March 4<sup>th</sup>, 2002, Inuvik); and
  - C Rat River Charr Fishing Plan Meeting (March 14<sup>th</sup>, 2003, Aklavik).

The Resource Biologist was able to make a site visit to the EnCana Kugmallit 2D Seismic Program on March 5<sup>th</sup>, 2003. The program took place on lands in and around the sensitive Beluga Zone 1(a) located in this area.

He also participated in numerous community consultation meetings relating to the possible designation of the Beluga Management Plan Beluga Zone 1(a)'s as a Marine Protected Area (MPA) under the federal *Ocean's Act*. This would provide legislation to protect these ecological and culturally significant areas. The Beaufort Sea Integrated Management Planning Initiative (BSIMPI) is investigating the support for the MPA designation.

In order to promote the FJMC Student Mentoring Program, Kevin, along with one past mentoring student, participated in a community tour to Holman, Paulatuk, and Sachs Harbour (the communities of Aklavik and Tuktoyaktuk were originally scheduled for visits as well, but were cancelled due to unforeseen local events), organized by the GNWT Education, Culture and Employment (ECE) division in Inuvik. This tour involved representatives from ECE, Aurora College, Beaufort Delta Self Government, and the Canadian Military. Presentations were given to local high school students, as well as to the general public.

### **Diane Dillon (HTC Administrative Support Officer)**

During the 2002/2003 fiscal year the HTC administrative Support Officer attended the following meetings:

- C Inuvik, Aklavik & Tuktoyaktuk Inuvialuit Harvesting Assistance Program (IHAP) meetings and appeal meeting(April, 2002);
- C FJMC/Inuvik HTC meeting(November, 2002);
- C DFO meeting (March, 2003); and
- C IGC meetings in Holman (June, 2002), in Whitehorse (September, 2002) and Inuvik (March, 2003) to give a report
- C IHTC Annual General Meeting(June, 2002) to give IHAP report.
- C

From June 18 to 21, 2002 she assisted in Paulatuk HTC office with resource person, Bill S. Ruben. Then from July 6 to 10, 2002 she assisted in Sachs Harbour HTC office with resource person, Florence Elanik and attended their Annual General Meeting

She completed the board development workshops in Sachs, Paulatuk, Holman and Inuvik.

The HTC Administrative Support Officer with Esther Price from Unaleen's Bookkeeping Services kept the Paulatuk HTC financial books until October 2003.

. There were many meetings between the Administrative Support Officer and the Aklavik Community Corporation and the Aklavik HTC and a lot of administrative assistance has been provided to both boards in preparation for the financial records being returned from Inuvik to the Aklavik HTC.

She assisted in the office training of the new Holman HTC Resource Person, Lillian Kanayok. She also assisted in the audit preparation and set up her office and computer.

She assisted Florence Elanik, Sachs Harbour HTC Resource Person, with the audit preparation in June and attended their annual general meeting. Florence left to work for the Hamlet and Joanne Eldridge is the new resource person. She, too has been trained in financial reporting and Has had QuickBooks training in Inuvik in March.

She assisted the new Inuvik HTC Resource Person, Donna Hansen, casual secretary Debbie Rogers, and casual Mabel Sharp, and also assisted in the office when the Resource Person was taking training courses at Arctic College.

Diane attended the QuickBooks refresher course in March.

### **RobinFonger (HTC Technical Resource Person)**

The HTC Technical Resource Person position is one of three positions within the Joint Secretariat intended to provide technical capacity within the communities

primarily in response to the increase in development activities in the Mackenzie Delta. In this position Robin Fonger works closely with the Hunters and Trappers Committees to provide them with the technical support that they require. Some of the regular activities Robin undertakes for the HTC's include providing them with summaries of project descriptions prior to their screening by the EISC, assisting them with policy and procedure development (Aklavik HTC), and responding to their individual requests in general.

One major project that was undertaken this past year was organizing a training program for Wildlife Monitors. Wildlife Monitors are assigned by each HTC to prevent problematic human-wildlife interactions on-site of the many projects that occur in the ISR. The HTC Technical Resource Person sought funding for this training, developed the program, coordinated it, facilitated it and managed the budget. The training was held over a three-week period in January 2003 in Aklavik, Tuktoyaktuk and Inuvik. Robin also maintained a Wildlife Monitor Database containing projects that occur in the ISR and the Wildlife Monitors who are present on them.

In addition to working closely with the HTC's, Robin has provided support to both the EISC and WMAC (NWT) on HTC related issues. Robin has supported the EISC by assisting in collecting comments from different HTC's and she has assisted the WMAC (NWT) in preparing for two workshops (polar bear and grizzly bear).

Aside from attending various meetings with industry representatives concerning future projects in the ISR, some of the meetings, workshops and conferences the HTC Technical Resource Person attended this past fiscal year include:

- C Polar Bear Agreement workshop June 10 and 11, 2002 (Holman);
- C Season's End Land Use Meeting (ILA), June 17, 2002 (Inuvik);
- C Cumulative Impact Monitoring Program Committee Meeting August 28, 2002 (Conference Call);
- C GNWT Elders Workshop Planning Meeting, September 10 and November 13, 2002 (conference call);
- C Devon Beaufort Sea Exploration Drilling Program (Comprehensive Study Workshop), September 12, 2002 (Inuvik);
- C Cumulative Impact Monitoring Program community consultations October 1, 2002 (Holman) and October 3, 2002 (Tuktoyaktuk);
- C Grizzly Bear Workshop October 15-17, 2002 (Inuvik);
- C Mackenzie Gas Producers Regulators Meeting, November 4, 2002 (Inuvik);
- C Arctic Regional Advisory Council Meeting, November 6, 2002 (Inuvik);
- C Mackenzie Delta Spill Response Corporation Advisory Working Group Meeting, Nov 19, 2002 (Tuktoyaktuk);
- C Canadian Climate Impact and Adaptation Research Network (C-CIARN) North Climate Change and Infrastructure, January 8 and 9, 2003 (on-line workshop);
- C C-CIARN (NWT) Visioning Meeting, February 3, 2003 (Yellowknife);
- C Snowchange 2003 Indigenous Observations of Ecological and Climate Change, Feb 22-26, 2003 (Murmansk, Russia);
- C Environmental Monitoring Occupational Standards – Profile Meeting,

- March 5 and 6, 2003 (Yellowknife);
- C Hiring of Wildlife Monitors Issues Meeting, March 14, 2003 (Inuvik);
- C Alaska/Canada Oil and Gas Environmental Regulators meeting, March 19-20, 2003 (Fairbanks, Alaska); and
- C NWT Environmental Contaminants Committee Meeting, March 31, 2003 (conference call).

The HTC Technical Resource Person attended various HTC meetings including:

- C Sachs Harbour April 15, 2002;
- C Holman May 22, 2002;
- C Inuvik May 30, June 16 (AGM), September 12, November 28, 2002;
- C Aklavik June 27, August 8, 26, September 10 (AGM), October 10, November 14 and 27, 2002 and January 13, 2003 (industry meeting);
- and
- C Tuktoyaktuk August 26, 2002 and January 6, 2003 (AGM).

The HTC Technical Resource Person attended and reported at all IGC meetings (June 12-15, September 23-26 and December 11-14, 2002, and March 26-29, 2003).

Aside from her community support activities, Robin was the Managing Editor and a contributor for the Joint Secretariat's biannual newsletter in 2002. This newsletter is widely distributed to each Inuvialuit beneficiary and a general audience of government partners, academics and industry. This past year Robin also coordinated and worked with Aasman Design to develop a new design for the newsletter, which is now called *Commonground*. In addition to the re-creation of the newsletter, she also organized a community drawing contest to collect drawings by Inuvialuit artists depicting wildlife to be used in future *Commonground* editions.

In addition to the above activities Robin was shared network administration responsibilities with Bernice Joe and Alisha Chauhan. This involved being the front-line contact with MicroAge (contracted by the JS to maintain the server) assisting with server maintenance, problem-solving on a day-to-day basis with individual staff and printer trouble-shooting.

Courses Robin attended this fiscal year include the following:

- C Participatory Development Concepts, Tools & Application in PRA/PLA & PME Methods (July 15-20, 2002, Ottawa);
- C On-line Computer courses:
  - C Home and Personal PC: Preventative Maintenance (completed April 4, 2002);
  - C Technology Skills: Basic IT Concepts I and II (completed April 9, 2002);
  - C A+ Certification (ongoing); and
  - C One week on site computer training with MicroAge (Oct 21-25 2002, Whitehorse).

**Alisha Chauhan (IGC Technical Resource Person)**

This is one of three positions, which provide technical support to the IFA wildlife management bodies and assist in building board and community capacity. Alisha works closely with the IGC to provide this technical support and also to provide feedback from the communities.

Alisha assisted with the Board Development Training Workshop Community Tour, the Participatory Development Workshop, and attended the Pembina Institute convened Oil and Gas workshop.

In addition to attending various HTC meetings, Alisha also reports at IGC meetings, Alisha also provided Holman community support prior to and during the Commander Resources Public Review.

She also attended the Cumulative Impact Monitoring Program Working Group and Audit meetings in Yellowknife, the C-CIARN (Coastal Zone) conference on climate-induced changes in water levels, and assisted with a presentation at the NAMMCO Conferences on User Knowledge and Scientific Knowledge.

Alisha shares network administration responsibilities with Robin and Bernice and to this end has received supplementary training in Whitehorse.

### **Christopher Alway (Co-Management Technical Resource Person)**

Christopher Alway came to the JS in October of 2002. This position is meant to provide technical assistance and build capacity within Inuvialuit communities initially with regard to the expected pipeline, associated exploratory activities, and development within the region in general. The performance of these duties during the 2002/2003 fiscal year included the following:

- C attendance at the meeting of the Program on Energy, Research and Development (PERD) Northern Research POL;
- C facilitated community support meetings with other members of the Community Support Unit (CSU) in Holman regarding the EIRB's public review of the Commander Resources diamond exploration development proposal;
- C was a registered participant during EIRB public reviews of Commander Resources and WesternGeco development proposals;
- C completed project summaries for community Hunters and Trappers Committees summarizing Environmental Impact Screening Committee (EISC) applications;
- C acquired a working knowledge of the Inuvialuit Final Agreement, Community Conservation Plans, regulatory regimes and co-management board operating procedures;
- C provided technical review and comments on some EISC applications;
- C monitored the Mackenzie Gas Project (MGP) and Devon nearshore drilling consultation and application processes;
- C reviewed the current status of Transboundary (also called overlap) agreements with the Yukon and Nunavut Territories;
- C constructed a selective annotated bibliography of research papers of bowhead and beluga whales, polar bear, ringed seals for the Western Arctic Borderlands

- Ecological Knowledge Co-operative;
- C acted as the contact for DFO and NRCAN 2003 Research Program; and
- C initiated a review of the Hunters and Trappers Committee's by-laws.

As work and opportunities permitted, Christopher Alway familiarized himself with the members of the co-management boards and has maintained an open door policy for any board or community member. This policy was extended to the Fisheries Joint Management Committee with Christopher Alway's attendance at two meetings, and to Holman during community visit in February.

As the year has progressed the Mackenzie Gas Project (MGP) and Devon nearshore drilling project have stepped up their level of consultation with community stakeholders, the JS and regulators. The process of consultation has included both workshops and meetings.

Christopher Alway has participated in the following workshops and meetings pertaining to the above noted projects:

- C October – MGP Inuvik Regulators Session and Public Meeting on Field Developments;
- C November – Devon Project Update in Calgary;
- C January – Meeting with Conoco / Phillips Project and Regional Managers;
- C February - MGP Inuvik Regulators Session and Public Meeting on Field Developments; and
- C March – Devon Regulators Meeting in Inuvik.

It is anticipated that in the near future the Mackenzie Gas Project and Devon Nearshore Drilling Applications will become more immediately salient. As a result, Christopher Alway and the other members of the three person CSU will be travelling to Inuvialuit Communities both to provide additional technical support and to facilitate understanding of the proposed developments.

## **FUNDING THROUGH CONTRIBUTION AGREEMENTS**

Funding requirements for the Joint Secretariat committees are provided by contribution agreements from the following:

1. Government of the Northwest Territories - Department Resource, Wildlife and Economic Development (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
  - Additional funds have also been provided by DIAND to enable Inuvialuit participation in the Pipeline Coordination process, and to increase Board and Community capacity. These funds are contributed by way of amendment to the existing Screening and Review Contribution Agreement.

## **OTHER FUNDING PROVIDED**

The Inuvialuit Harvest Study also receives financial support from the Canadian Wildlife Service and the Yukon Territorial Government.

The Joint Secretariat administered 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.

The Joint Secretariat administered 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 DIAND to hold an ALCES workshop.

Funding for two EIRB Public Reviews, Commander Resources Limited Proposed Diamond Exploration Program and WesternGeco's Mackenzie Delta 2D Seismic Program is provided by DIAND by way of an amendment to the existing Contribution Agreement for the Screening and Review Process.

The Joint Secretariat administered funds for the Wildlife Monitor Training Course for Inuvialuit beneficiaries. The funding was received from:

- C DIAND with an amendment to the existing Contribution Agreement for the Screening and Review Process;
- C a contribution from the DIAND through their Comprehensive Funding Arrangement;
- C Education, Culture and Employment by means of a contribution agreement; and
- C the Inuvialuit Regional Corporation by means of a contribution agreement.

## **FINANCIAL STATEMENTS**

The Joint Secretariat's audited financial statements are provided separately from this annual report and are prepared by the firm of Avery, Cooper and Co. of Yellowknife, N.W.T.