



## Gwich'in Renewable Resources Board

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### GRRB MEETING MINUTES August 5, 2021, 12:04 PM MST (NT)

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#### Attendance

- GRRB Board: Jozef Carnogursky, Burt Hunt, Myra Robertson, Sam Bullock, William Koe, Tracy Davison. Regrets: Margaret Begg, Doug Doan
- GRRB Staff: Amy Amos, Cheryl Greenland, Sarah Lord, Steve Andersen, Kaytlin Cooper, Jessi Pascal
- Others: Paul Teoh, Emily Teoh, Dorothy Jay San Juan, Bruce Laurich, Jackie Berard

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#### 1. Introduction

The virtual meeting was called to order at 12:04 PM.  
Conflict will be declared as it arises.

#### 2. Agenda

<b>Motion # GRRB 2021-31</b>	<b>To approve the August 5, 2021, GRRB meeting agenda, with the addition of agenda item #8c to discuss the fall meeting.</b>
Moved by: Burt Hunt All in favour.	Seconded by: Sam Bullock Motion carried.

#### 3. Minutes

<b>Motion # GRRB 2021-32</b>	<b>To approve the February 2021 GRRB meeting minutes, as presented</b>
Moved by: Burt Hunt All in favour.	Seconded by: Roger Fraser Motion carried.

#### 4. Finance

##### a. Finance Committee Update

Amy Amos presented the briefing note that is included in the meeting binder. No comments.

##### b. Approval of draft financial statement for General Operating

Paul Teoh went over Financial Statements for General Operating (materials were provided in the binder). The following were the major comments discussed under this presentation.

- Surplus: The GRRB had a surplus of \$104,411.00 that will be carried into this fiscal year (2021-22). The GRRB is in a multiyear funding agreement and is allowed to carry surplus forward up until March 2027. The Board discussed how to spend the surplus. The Board also discussed why we had a surplus last year. It is mostly a result of less travel due to covid and a staff vacancy.
- Accumulated deficit: There was a question about the accumulated deficit. Paul clarified this was from when the GRRB was first established and did not have sufficient funds to operate.

We will always show an accumulated deficit unless the GRRB gets permission to apply surplus funds.

- Professional fees: There was also a question on why the professional fees were so high last year. Amy clarified this is because of consultants being hired for staff compensations review, meeting facilitators, and legal advice. She noted that the numbers represent GRRB core funding as well as project funding.
- Repayment of funds: Paul noted that GRRB had to repay some of its project funding last year. This is because carrying over the funds were not allowed under the contribution agreement. He recommends the Board does its best to spend the money before the end of the fiscal year to prevent the requirement to repay the funds. Amy noted that this year was particularly challenging due to covid and not being able to carry out some of the project deliverables. That was the main reason for repayment this year.

**Action #21-17: Spend surplus from General Operating before using the Administration Fund**

<b>Motion # GRRB 2021-33</b>	<b>To approve the audited financial statements for the Gwich'in Renewable Resources Board, as presented</b>
Moved by: Roger Fraser All in favour.	Seconded by: Sam Bullock Motion carried.

**c. Approval of draft financial Statement**

Paul Teoh went over Financial Statements for Wildlife Studies Fund (materials were provided in the binder). These are the GRRB's internal financial statements for the investment fund that is managed by Royal Bank of Canada. The GRRB uses the interest from this fund for research project allocations. Paul highlighted the investment market was generating good returns last year but cautioned the Board to not rely on them as it is not sustainable in the long-term.

<b>Motion # GRRB 2021-34</b>	<b>To approve the audited financial statements for the Wildlife Studies Fund, as presented</b>
Moved by: Burt Hunt All in favour.	Seconded by: Sam Bullock Motion carried.

*<Paul Teoh, Emily Teoh, Dorothy Jay San Juan left the meeting>*

**5. Wildlife**

**a. ACCWM "Taking Care of Caribou" updated plan**

Steve Andersen presented the updated plan (materials are in the binder). The updates were minor. The two more significant changes were to include competitors due to concerns around muskox and to clarify how consensus would be reached by the members if there were disagreements on the herd color status.

<b>Motion # GRRB 2021-35</b>	<b>Motion to accept changes to the Taking Care of Caribou Management Plan</b>
Moved by: William Koe All in favour.	Seconded by: Burt Hunt Motion carried.

Steve also spoke to the communications strategy welcoming Board input.

Upon request from the Chairperson, Jozef Carnogursky, Steve provided a brief verbal update on the Colville Lake legal review process. In summary, Colville Lake developed a conservation plan. It focuses on traditional land practices instead of the tag system for managing the Bluenose-West caribou. The Sahtu Renewable Resources Board (SRRB) approved it, but the Government of Northwest Territories, Environment and Natural Resources (ENR) declined it. Colville Lake launched a lawsuit. The Gwich'in use the tag system, so it has a potential to affect the GRRB. There are no updates online to the legal case. The SRRB is planning its next public listening in mid November.

**Action #21-18: Board to provide comments to Steve Andersen on the ACCWM communication strategy, if any.**

**b. Commercial Use**

Amy Amos provided a verbal update (there are no files for this item). This item was supposed to review a letter from ENR Justice that included draft regulations for defining commercial use of wildlife in the Gwich'in Settlement Area. This is an item the GRRB has been working on since 2018. We did not receive the letter prior to the meeting. There is no indication on why it is taking so long.

**6. Fisheries**

**a. DFO meeting**

Amy Amos presented the briefing note provided in the binder. The Board discussed and decided to proceed with an in-person meeting with DFO ideally in a northern community. The status and plans for the Arctic Region need to be part of the meeting agenda.

**Action #21-19: Amy Amos to contact DFO to request a meeting in the NWT and for financial assistance for GRRB Members to attend.**

*<Bruce Laurich entered the virtual meeting>*

**7. Species at Risk**

**a. Collard pika management plan (Federal Species at Risk)**

Bruce Laurich, Environment Climate Change Canada presented (ECCC). The materials were provided in the meeting binder. Kaytlin Cooper spoke to the consultations in the Gwich'in Settlement Area (GSA). There were some clarification questions that were responded to by both Bruce and Kaytlin.

**Motion # GRRB 2021-36**

Moved by: Burt Hunt  
All in favour.

**Motion to approve posting of Collard Pika management plan on the public registry under the *Federal Species at Risk Act***

Seconded by: William Koe  
Conflict: Myra Robertson  
Motion carried.

**b. Bank swallow recovery strategy (Federal Species at Risk)**

Bruce Laurich (ECCC) presented the materials from the Binder with Kaytlin Cooper speaking to the consultations in the GSA. The Board and staff commented on seeing more bank swallows this year around the delta. There was also a comment that permafrost thawing could affect nesting. Bruce noted the comment.

<b>Motion # GRRB 2021-37</b>	<b>Motion to approve posting of Bank Swallow recovery strategy on the public registry under the <i>Federal Species at Risk Act</i></b>	
Moved by: Sam Bullock	Seconded by: Tracey Davison	Conflict: Myra Robertson
All in favour.	Motion carried.	

**c. Ministerial order to protect Bank Swallow critical habitat on federal lands**

Bruce Laurich presented the proposed order. The materials were provided in the meeting binder. The main concerns include erosion, alteration of land, and pesticides. It does not affect private lands. ECCC sent letters inviting input from GTC, GRRB, Tsiigehtchic cabin owners around sites. Kaytlin noted the letter to the GRRB arrived after the consultations held in the GSA, however, noting critical habitat was still a topic discussed in the meetings.

<b>Motion # GRRB 2021-38</b>	<b>Motion for approval of the issuance of the ministerial order to protect the Bank Swallow critical habitat on federal lands</b>	
Moved by: Roger Fraser	Seconded by: Sam Bullock	Conflict: Myra Robertson
All in favour.	Motion carried.	

**d. Suckles cuckoo bumblebee listing as threatened under the federal Species at Risk Act.**

Bruce Laurich (ECCC) presented the materials from the Binder with Kaytlin Cooper speaking to the consultations in the GSA.

<b>Motion # GRRB 2021-39</b>	<b>Motion to approve Cuckoo bumblebee under threaten under the <i>federal Species at Risk Act</i></b>	
Moved by: Burt Hunt	Seconded by: Sam Bullock	Conflict: Myra Robertson
All in favour.	Motion carried.	

<Bruce Laurich left the meeting>

<Jackie Berard entered the meeting>

**8. Administrative**

**a. Online cash management**

Amy Amos provided a verbal update. Over the past years, there have been challenges with basic financial management under our current system. Here are few of our comments:

- Cheryl Greenland, our Finance and Administrative Manager cannot access electronic bank and visa statements. She must wait for paper copies or Amy Amos has to login to print.
- We are unable to transfer funds directly between the CIBC accounts. The only way is by cheque from GRRB to GRRB from one account to the other.
- Current signing authorities need to be available in-person to sign cheques. This has not been too problematic for us to date but depending on appointments it could pose problems in the future as the GRRB does not have control over the appointments or where they live.

Jackie Berard, Canadian Imperial Bank of Canada (CIBC) explained the cash management system which would resolve the comments noted by Amy Amos.

The Board discussed the proposed cash management system. They wanted to know if others are using the system and, if so, have they encountered any glitches. Jackie replied that there are many clients using this system and not experiencing issues. The Board inquired about the fees. Jackie replied that the system is encrypted with added security (more than personal banking) and is business focused requiring at least two users to approve expenses. The GRRB's current process also requires two signatures on cheques.

**Decision:** GRRB agrees to moving to an online cash management system. Sam expressed discomfort with online security but agreed to the direction to proceed.

**Action #21-20: CIBC to send required documents to Amy Amos**

*<Jackie Berard left the meeting>*

**b. Ceridian self serve pay stubs**

Amy Amos explained that we have a self serve option to access pay stubs for honorarium payments and tax slips.

**Action #21-21: Board Members to let Amy Amos know if they want self service pay stubs**

**c. GRRB fall meeting**

The next GRRB meeting is set for September 21-22, 2021. The GNWT has began to ease restrictions in the NWT including indoor gatherings, isolation exemptions for fully vaccinated people and entry into the NWT for work purposes. The Board discussed the desired approach and format of the upcoming meeting.

**Decision:** The meeting will be face-to-face in Inuvik from September 21-22, 2021 assuming the current covid situation remains stable and safe.

**9. Other Business**

There was no other business.

**10. Adjournment**

<b>Motion # GRRB 2021-40</b>	<b>To adjourn the August 5, 2021, GRRB meeting at 2:48 PM.</b>
Moved by: Burt Hunt	Seconded by: Not required
All in favour.	Motion carried.