



Gwich'in Renewable Resources Board Meeting Minutes – Special Board Meeting

April 17th, 2024

Virtual Meeting

Board: Robert Charlie-Tetlich, Margaret Begg, Burt Hunt, Roger Fraser, Doug Doan

Staff: Leigh-Ann Williams-Jones, Annie Snowshoe

1) Introductions

GRRB Chairperson Robert Charlie-Tetlich called the meeting to order at 9:01am on April 17th, 2024.

Quorum was recognized.

Conflicts of interest are to be declared as they arise.

2) Agenda

Motion GRRB #2024-12

To approve the agenda as presented.

Moved by: Burt Hunt

Seconded by: Doug Doan

Motion **CARRIED**

3) Review of Outstanding Action Items

Table of action items provided in meeting package. Reviewed and no changes to be made. All actions are either completed or nearing completion.

4) Reports

a) Chairperson's Report

Robert Charlie-Tetlich provided a verbal update on his activities since the February Board meeting. He attended meetings that included but not limited to PCMB TK Hub and Annual Harvest Meeting, and CMA meetings and provided support to the Executive Director. Robert



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updated Board on the Rat River Working Group meeting, provided general comments on the Dolly Varden monitoring program, and indicated that he is scheduled to attend the upcoming Integrated Fisheries Management Plan (IFMP) Secretariat Meeting in June to determine upcoming harvest allocations for Dolly Varden.

b) Members' Reports

Roundtable updates from board members. Roger Fraser indicated that he is currently the acting Chair for the Gwich'in Land and Water Board (GLWB), as they await the appointment of their new Chair. Roger also stated that his appointment with the GLWB expires June 7th, 2024.

c) ED Reports

Leigh-Ann Williams-Jones provided the Board with an update on her activities since the last Board meeting in February. More specifically, Leigh-Ann updated the Board on the strategic plan and research priority workshop planning, upcoming Community tour, recruitment, staff performance, meetings, including the meeting with CIRNAC and the possibility of a new fiscal policy being implemented, identified several funding opportunities, as well as provided an update on the preparation for the upcoming audit. Leigh-Ann also updated the Board on the grizzly bear landfill fencing project and indicated that GRRB was collaborating with ECC to provide more public education and promotion of bear safety.

Board comments: Burt Hunt commented on the complexities around managing habituated “dump” bears. Roger Fraser mentioned the actions taken in the past by ENR with regards to problem bears/“dump” bears, stating that tagging and relocation was a common practice.

5) Finances

a) Financial Update

Executive Director, Leigh-Ann Williams-Jones and Finance Manager Annie Snowshoe presented the unaudited year end financials in the meeting binder and provided explanations for all over and/or under expenditures. ED highlighted the large surplus being carried forward, which will be further discussed later in agenda, however stressed that at full capacity, GRRB would be



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running an operational deficit. Fortunately, due to vacancies within the organization, GRRB has been able to accumulate a surplus, which has to be spent by March 31st, 2027, coinciding with the expiry of CIRNAC 10-year Core Funding Contribution Agreement.

b) WSF and Scholarships

Leigh-Ann Williams-Jones brought forward several issues faced by operations with regards to WSF deferrals, namely the need for contribution agreement conditions changes and criteria for deferral approval by the Board.

Board comments: Burt Hunt suggested that a policy be developed to help guide the Board with future deferral requests but felt that the ability to defer funding allocated under the WSF, for projects that are facing challenges due to unforeseen circumstances was important.

Funding deferral requests by Steve Andersen and Karen Dunmall were presented for the Board's approval.

Leigh-Ann also provided an update on the Edward Sittichinli Scholarship and the lack of interest in applying. ED recommended an increase in the scholarship amount from \$1000 to \$2500. Board agreed.

Motion GRRB #2024-13

Whereas the Board recognizes the challenges faced by GRRB in gaining interest in the Jim Edwards Sittichinli Scholarship and the increased cost of living for students entering post-secondary education programs: Now therefore the Board approves the increase of the Jim Edwards Sittichinli Scholarship from \$1000 to \$2500, effective 2025/2026.

Moved by: Roger Fraser Seconded by: Margaret Begg
Motion **CARRIED**

Motion item GRRB#



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Action item GRRB# 24-04: ED to develop policy/guideline for WSF deferral approvals.

c) Review and Approval of Operations Core Workplan and Budget

Workplan and budget for the 2024/2025 fiscal year for operations was provided in the meeting binder. Executive Director Leigh-Ann Williams-Jones provided the Board with justifications for funding allocations in each expense category. More specifically, increase in the amount of funding allocated to Board Meetings, due to upcoming Strategic Plan and Research priorities Workshops, increases to staff salaries to encourage staff retention, etc. ED also highlighted plans for increased community engagement initiatives and outreach and education.

Motion GRRB #2024-14

Whereas the Gwich'in Renewable Resources Board has reviewed the General Operations budget for the 2024/2025 fiscal year: Now therefore the Board approves the budget as presented.

Moved by: Burt Hunt

Seconded by: Roger Fraser

Motion **CARRIED**

d) Review and Approval of Surplus Spending Plan

Surplus spending plan for the 2024/2025 fiscal year for operations was provided in the meeting binder. Executive Director Leigh-Ann Williams-Jones highlighted the need for upgrades to aging office equipment (e.g. laptops, screens, etc.), need for higher internet capacity, and meeting capabilities. A portion of the surplus was requested to offset the current operation deficit, as well as the recommendation to carry-over surplus to account for future operational deficits.



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Motion GRRB #2024-15

Whereas the Gwich'in Renewable Resources Board acknowledges the current surplus and the requirement to spend the surplus by 2027; and whereas the Board has reviewed the proposed surplus spending plan: Now therefore the Board approves the spending of \$378,169.46.

Moved by: Burt Hunt Seconded by: Roger Fraser
Motion **CARRIED**

Motion GRRB #2024-16

To go in-camera at 1:08 p.m.

Moved by: Doug Doan Seconded by: Margaret Begg
Motion **CARRIED**

Motion GRRB #2024-17

To come out of camera at 2:50 p.m.

Moved by: Roger Fraser Seconded by: Doug Doan
Motion **CARRIED**

Motion GRRB #2024-18

Whereas the Gwich'in Renewable Resources Board has reviewed the resignation of William Koe as full member (nominated by GTC) from the Board, effective April 8th, 2024: Now therefore, the Board by way of this motion approves the resignation of William Koe, effective immediately.

Moved by: Burt Hunt Seconded by: Doug Doan
Motion **CARRIED**



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Motion GRRB #2024-19

Whereas the Gwich'in Renewable Resources Board has reviewed the recommendation by the Executive Director for the salary increase of the Wildlife Biologist, based on workload and responsibilities: Now therefore, the Board by way of this motion approves the salary increase from a Step 4 to Step 5, effective April 1st, 2024.

Moved by: Doug Doan

Seconded by: Margaret Begg

Motion **CARRIED**

Motion GRRB #2024-20

Whereas the Gwich'in Renewable Resources Board recognizes the increase cost of living in the North, compounded by the projected national inflation of up to 3% and staff retention challenges: Now therefore, the Board by way of this motion approves the lump sum payment to all staff of 2.25% of base salary, effective immediately and retroactive to April 1st, 2024.

Moved by: Burt Hunt

Seconded by: Roger Fraser

Motion **CARRIED**

Motion GRRB #2024-21

Whereas the Gwich'in Renewable Resources Board recognizes the staff retention challenges and differences with other co-management board salaries and benefit packages: Now therefore, the Board by way of this motion approves the adoption of a lump sum vacation travel allowance of \$4000 to every indeterminant staff, effective immediately and retroactive to April 1st, 2024.

Moved by: Margaret Begg

Seconded by: Roger Fraser

Motion **CARRIED**

e) Motion to adjourn



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Motion GRRB #2024-22

To adjourn the meeting at 3:08 p.m. on April 17, 2024.

Moved by: Burt Hunt

Motion **CARRIED**

Minutes approved August 13th, 2024 **(date)**

Motion # 2024-35