



**PEEL WATERSHED**  
**PLANNING COMMISSION**  
 TOGETHER FOR THE PEEL • CHUU TL'TI GEENJIT KHETOK

**Peel Watershed Planning Commission**  
**Meeting #14 Minutes**  
**July 14, 2008**  
**YLUPC Boardroom**  
**Whitehorse, Yukon**

Meeting #14, July 14, 2008

**In Attendance:**

**Peel Watershed Planning Commission**

Albert Genier – Chair  
 Ray Hayes  
 Peter Kaye  
 David Loeks

**Support Staff**

Brian Johnston – Senior Planner  
 Megan Wright – Office Administrator  
**Absent**  
 Marvin Frost  
 Steve Taylor

**Observing**

Dawna Hope, NND TWG  
 Lyle Dinn, YG TWG  
 Ron Cruikshank, Director YLUPC  
 Doug Phillips, Chair YLUPC  
 Jeff Hamm, YLUPC

**Agenda Item #1: Review of Agenda**

**Discussion Topic**

Meeting began at 9:10 am  
 • Commission members reviewed the agenda.

**Motion #1:**

**To accept the agenda as presented with minor changes to tabs.**

**Moved: 1<sup>st</sup> Ray Hayes    2<sup>nd</sup> Dave Loeks    All in Favour    Passed by Consensus**

**Action Item**

<b>Agenda Item #2: Review and Approval of Previous Minutes</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Commission members reviewed the minutes from Special Meeting #8</li> </ul> <p><b>Motion #2:</b>  <b>To accept the Special Meeting #8 Minutes, April 9, 2008, as presented.</b></p> <p><b>Moved: 1<sup>st</sup> Dave Loeks    2<sup>nd</sup> Ray Hayes    All in Favour    Passed by Consensus</b></p>	

<b>Agenda Item #3: Chair’s and Members’ Reports</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>The Chair reported concerns about the Commission’s participation in northern gatherings. There was talk that we were expected at the recent Dene gathering in Fort McPherson. Out of respect we should be providing an update to these gatherings and keep the GAs in mind. There has also been talk about too many meetings taking place in Whitehorse; we need to increase our community presence.</li> <li>It was noted that PWPC staff attended the CYFN GA and the NND GA, providing a presence and answering questions about the current state of the planning process.</li> <li>Peter Kaye reported the changeover in government with the Gwich’in Tribal Council is going well.</li> <li>Ray Hayes had nothing to report, he is happy to stop in the office for signing on a regular basis, during which time he gets regular updates from the Senior Planner.</li> <li>Dave Loeks expressed the importance of clearly understanding who can speak for various groups – i.e.: First Nations and Communities may not necessarily agree and we shouldn’t assume that one speaks for the other. He expressed concern that it was not always clear as to who was representing whom when feedback is provided to the Commission, or whom the Commission should seek responses from – sometimes it is the SLC member, sometimes the First Nation Government, and sometimes it is the TWG member. He recommended that we seek clarification on this from each of the Parties.</li> </ul>	<ol style="list-style-type: none"> <li>Updates to be arranged for GAs and other First Nation gatherings.</li> <li>Work on increasing community presence.</li> <li>Seek clarification from Parties on who the PWPC should anticipate responses from, within each Party, for various issues and planning products.</li> </ol>

<b>Agenda Item #4: Director’s Report</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Brian invited Doug Phillips to speak to the commission re: Liability Insurance &amp; Transition Strategy for new Senior Planner</li> <li>• YLUPC has done the thorough research on liability insurance for Council and Commission members and found good protection for minimal cost. Insurance will be part of all new commissions on start up. Doug Phillips recommended that the Commission pass a motion to acquire liability insurance for the Commission members.</li> <li>• Doug Phillips requested that Brian Johnston work closely with the Director of YLUPC to lay out a transition strategy for the hiring and training of a new Senior Planner.</li> </ul> <p><b>Motion #3:</b>  <b>To purchase liability insurance for the Commission with \$1 million in coverage and at a cost of no more than \$1500 annually.</b></p> <p><b>Moved: 1<sup>st</sup> Dave Loeks      2<sup>nd</sup> Albert Genier      All in Favour      Passed by Consensus</b></p> <ul style="list-style-type: none"> <li>• Due to the Senior Planner leaving, YLUPC has concerns about the Commission’s ability to meet their deadlines. They want to urge the PWPC to stay on budget and on time. They offer their staff to assist if needed and request a copy of our transition strategy.</li> <li>• Brian responded that the Parties are significantly behind on response times to major planning documents. Although there is always work that can be done without feedback, tasks must be done in a particular sequence, and allow adequate time for the public to review and comment on the documents, and time for the Commission staff to make consider all comments from the Parties and public and make the necessary revisions. Brian expressed two particular concerns: a) the turn-around times for responses from the Parties are not realistic, and b) the public need to be involved in the process as soon as possible, since they have not had an opportunity to review or comment on the CPAR, RA, Scenario Methods Report or Principles Statement. The Commission will not be able to proceed into the Scenarios analysis without giving the public the opportunity to review the methods report, and review the other documents to see on what basis the recommendations will be made.</li> <li>• General discussion on timelines, informed consent, party approval, &amp; NYPC processes.</li> <li>• Doug will take PWPC concerns back to council but requests a list on which comments are missing,</li> </ul>	<ol style="list-style-type: none"> <li>4. Brian to provide YLUPC with transition strategy.</li> <li>5. Brian to keep record of late comments and provide list to YLUPC.</li> <li>6. Purchase liability insurance</li> </ol>

<b>Agenda Item #4: Director’s Report</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<p>and when they were due.</p> <ul style="list-style-type: none"> <li>• Brian reviews his Director’s report.</li> <li>• Brian commented that the NND GA had a good process to encourage people to visit all the booths (a passport that required a signature in order to be eligible for a prize). This enabled the PWPC staff to communicate with the public. It generated good discussion with the public and helped to highlight the profile of the Commission. Unfortunately none of the major planning documents could be made available for distribution since they were still under review by the Parties. Gerald Isaac produced a summary report from the NND and CYFN GAs, which Brian will circulate to the Commission members.</li> </ul>	<p>7. Gerald to provide Brian with his notes from NND &amp; CYFN GAs, Brian will distribute to PWPC.</p>
<ul style="list-style-type: none"> <li>•</li> </ul>	

<b>Agenda Item #5: Hiring and Transition Strategy</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Commission was updated on upcoming interviews for Senior Planner position (IN CAMERA).</li> </ul>	

<b>Agenda Item #6: Amendments to the Policies &amp; Procedures</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Discussed revisions to “Expectations of Commission Members” &amp; “Overtime”</li> <li>• It was recommended that Brian and Megan work with Ron Cruikshank to finalize revisions to the Policies &amp; Procedures so that the PWPC can approve the minutes at their next meeting.</li> <li>• Decided to approve at next meeting</li> </ul>	<p>8. PWPC to clean up changes and communicate with members by fax or email.</p>

<b>Agenda Item #7: Review Plan Principles Statement</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• The Commission discussed revisions to the Draft Plan Principles Statement, based on the comments received from the Senior Liaison Committee and the Parties. The Commission members reached</li> </ul>	<p>9. Brian to contact Dave about exact wording</p>

<b>Agenda Item #7: Review Plan Principles Statement</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<p>consensus on the general revisions but Brian is to discuss the exact wording of a “new” principle with Dave Loeks. The final draft would not be circulated to the SLC for a final review until Steve Taylor had an opportunity to review the statement. (IN CAMERA)</p>	<p>for new principle. 10.. Brian will communicate with Steve Taylor before it is circulated to the SLC for a final review.</p>

<b>Agenda Item #8: Review of Conservation Priorities Assessment Report Comments from Parties</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Brian noted that YTG’s comments were generally constructive &amp; useful.</li> <li>• Lyle Dinn clarified several comments from YTG.</li> </ul>	

<b>Agenda Item #9: Review of Resource Assessment Report Comments from Parties</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Some mapping issues are being dealt with.</li> <li>• Lyle commented that some of the maps could be dropped or combined.</li> <li>• Brian noted that NND’s comments did not deal specifically with the content of the report, but addressed a number of different issues. Brian invited Dawna Hope to expand on the letter, if she wished. Dawna informed the Commission that the letter expressed frustration due partly to the fact that she is new to the position and process, and had observed that the lack of awareness of the planning process in Mayo suggested that consultation to date had been inadequate. She indicated that the Chief and Council are interested in the Peel planning process but want more information.</li> <li>• Commission members stated that they would welcome Dawna’s suggestions on ways to encourage more public participation. The also noted that the Chief and Council, to date, had not invited the Commission to make a presentation and meet with them, and the Commission would be happy to discuss the plan with them.</li> </ul>	<p>11. Brian and Sam will make appropriate revisions, based on comments from all the Parties, once they are all received. Sam will lead the revisions. (CPAR &amp; RAR)</p>

<b>Agenda Item #10: Review of the Scenarios Methods and Criteria Report</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>• Brian noted that the draft copy was sent to Parties without review or endorsement by the PWPC,</li> </ul>	<p>12. Brian to draft email to</p>

<b>Agenda Item #10: Review of the Scenarios Methods and Criteria Report</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<p>due to the difficulty in getting feedback from Commission members on the report.</p> <ul style="list-style-type: none"> <li>Brian informed Lyle and Dawna that, due to the outcome of the in camera discussion on the Plan Principles Statement, the Commission had instructed the Senior Planner to remove the step in the Scenario Methods Report regarding an invitation to the Parties to identify any planning conditions they saw as “Absolutes.” Lyle requested that Brian send an email to him, expressing this change in the draft.</li> </ul>	<p>Lyle, communicating the removal of “Absolutes” from the Scenarios Methods Report.</p>

<b>Agenda Item #11: Discussion on Planning Toolbox</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Brian presented a summary of many of the planning tools available to the Commission, such as zoning, general management directions, best management practices, timing windows, etc.</li> <li>Jeff proposed including “Regional performance indicators” as an additional tool.</li> <li>Dave proposed using Sequences as another tool.</li> </ul>	

<b>Agenda Item #12: Activity Report</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Brian reviewed the 2007-2008 PWPC Activity Report: it needs to go to YLUPC ASAP.</li> <li>The Commission did not recommend any revisions to the Activity Report.</li> </ul> <p><b>Motion #3:</b>  <b>To approve the 2007-2008 PWPC Activity Report, as is.</b></p> <p><b>Moved: 1<sup>st</sup> Ray Hayes    2<sup>nd</sup> Dave Loeks    All in Favour    Passed by Consensus</b></p>	

<b>Agenda Item #13: Financial Update</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Megan reviewed Variance Reports and Bank Reconciliations.</li> </ul>	

<b>Agenda Item #14: Correspondence</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Brian reviewed incoming and outgoing correspondence.</li> </ul>	

<b>Agenda Item #15: Next Steps</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Workshop next day by Staff Land Use Planners on Conservation Scenarios modeling.</li> </ul>	

<b>Agenda Item #16: Adjournment</b>	
<p><b>Motion #3:</b>  <b>To adjourn meeting.</b></p> <p>Moved: 1<sup>st</sup> Dave Loeks    2<sup>nd</sup> Ray Hayes    All in Favour    Passed by Consensus</p>	<b>Action Item</b>

Meeting adjourned at 4:25 PM

**Approval of Meeting #14 Minutes – July 14, 2008**

**Approved by Motion # 2 at Meeting #15, October 8, 2008**



Albert Genier,  
Chair



Reg C. Whiten,  
Senior Planner

Dec 09, 2008

~~OCTOBER 8, 2008~~

Date: