



YUKON LAND USE PLANNING COUNCIL

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April 24, 2009

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #01, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u>	<u>YLUPC Staff</u>	<u>Yukon Government (YG)</u>	<u>Delegate/Guest:</u>
Doug Phillips – Chair Steven Buyck – Member Ian D. Robertson – Member	Ron Cruikshank – Planning Director Megan Schneider – Administrator Jeff Hamm – Senior Planner	John Spicer, EMR, YG	

(A) = Action Items

Agenda Item 1: Agenda	
Comment	Action Items
<p>The meeting was called to order at 9:10 a.m. (Ian Robertson absent until 9:45 a.m. due to appointment)</p> <p>Review Agenda: Addition of Signing Authority for Jeff Hamm and review of YG Funding agreement to Tab 9.</p> <p>MOTION # 1: To accept the Agenda for the April 24, 2009 Regular Board Meeting #01, 2009-2010 with above additions</p> <p>Moved: Doug Phillips 2nd Steve Buyck All In Favour – Carried</p>	

Agenda Item 2: Review Minutes	
Comment	Action Items
<p>Review Minutes from March 6, 2009 -- YLUPC Regular Board Meeting # 08, 2008/2009.</p> <p>MOTION # 2: To adopt the Minutes from March 6, 2009 – meeting #08, 2008-2009 as presented</p> <p>Moved: Steve Buyck 2nd Doug Phillips All In Favour – Carried</p>	

Agenda Item 3.0: Delegates:	
Comment	Action Items
John Spicer, YG EMR – will wait until Ian Robertson arrives	

Agenda Item 4.0: Director's Report	
Comment	Action Items
Noted correction to report: no new date set for Chair's meeting because a Commission Chair couldn't attend.	

Agenda Item 5.0: Unfinished Business

Agenda Item 5.1- North Yukon Planning Commission (NYPC)	
Comment	Action Items
<p>YLUPC asks John Spicer, YG for an update on the North Yukon (NY) Review Process. John will provide written update.</p> <p>YLUPC decides against sending letter to YG re: NY review process at this time.</p> <p>J.Spicer notes that he is still waiting to hear from Nacho Nyak Dun (NND) – although not greatly affected they are still involved.</p> <p>YLUPC agrees to remind NND of their required involvement.</p> <p>Ron informs Council & YG that the Chair of the NYPC has been asking how the Commission will be recognized in the final plan.</p> <p>J.Spicer answers: The plan will likely remain intact, the main change would be the transmittal letter which will be from the Parties, while recognizing & acknowledging the Commission. The logo will stay intact; the plan will not be adopted as if YG created it.</p> <p>Ron would like confirmation from YG that the Plan will take the following format: there will be an Approved Plan with a detailed Implementation Plan as a separate document.</p>	<p>A. J.Spicer to provide written update on NY</p> <p>A. YLUPC to remind NND of their involvement in NY process</p>

Agenda Item 5.2: Peel Watershed Planning Commission (PWPC)	
Comment	Action Items
<p>Doug Phillips attended PWPC's briefing of their Draft Land Use Plan (DLUP) to the Senior Liaison Committee (SLC) on April 8, 2009.</p> <p>Meeting was Chaired by Hugh Monahan, Opening Presentation by Commission member Dave Loeks</p> <p>Key Issues:</p> <ul style="list-style-type: none"> - mining rights erodes other rights - minerals are important but not at expense of land - further staking should be closed - limited access <p>Reg Whiten, Senior Planner gave the presentation:</p> <ul style="list-style-type: none"> - plan is a guide, not a prescriptive plan - wants Parties to accept as a total plan - want to action the plan right away - want immediate staking ban <p>Angus Robertson, YG reg – pointing out that legal & policy issues need to be looked at</p> <p>Doug Analysis of the meeting:</p> <ul style="list-style-type: none"> - no strong statements were made - the Plan was passed out at the meeting, no one had seen it ahead of time due to timing problems - Parties basically said "Thank you" they will review - Highly confidential until public release planned for April 20th, Doug did not receive a copy <p>Ron – needed a timeline review, tour has taken precedence over edits and the release date has been changed to April 28th.</p> <p>All Agree – the pamphlet is not easy to read or understand, too complicated even for people familiar with planning and the PWPCs prior work.</p> <p>Jeff Hamm, YLUPC's TWG member for PWPC comment:</p> <ul style="list-style-type: none"> - the DLUP is also not easy to read or understand, which is why it was delayed for further editing - planning needs more opportunities for quality control - the pressure of deadlines has burnt up too many resources getting the plan out the door - needed/need a communications strategy - issues: letter of transmittal dated March 31st but no copy released & no one in office to answer questions <p>Editing:</p> <ul style="list-style-type: none"> - contracted editor concentrated on effective communication: different styles, contexts, confusion, tables - Jeff Hamm edited for factual errors & evidence of bias 	

Agenda Item 5.2: Peel Watershed Planning Commission (PWPC)	
Comment	Action Items
<p>Ron:</p> <ul style="list-style-type: none"> - also political issues – huge land withdrawal - there will be technical & political problems <p>Jeff has observed that early products are the most distributed (web stats)</p> <ul style="list-style-type: none"> - the early message needs to be clear <p>Reasons for problems:</p> <p>Deadlines: Set and pushed by the parties Parties & Council</p> <p>However:</p> <ul style="list-style-type: none"> - the deadline has been set for 2 years - not expecting this level of detail – it is a 2nd or 3rd generation plan – should be 1st - map is too complicated - under the impression that although PWPC finalized decision Mar 3rd, that the foundation (Chapters 1 & 2) were already complete <p>One more problem: Relied too heavily on North Yukon plan – some obvious disconnects</p> <p>Doug – a “sit down” about the past and this process needs to happen but, “Where do we go from here?”</p> <p>PWPC/YLUPC Memorandum of Understanding:</p> <p>Ron – have prepared a standard MOU outlining Council’s assistance</p> <p>PWPC Whitehorse Public presentation of DLUP</p> <ul style="list-style-type: none"> - Ron asks if he should attend? Should a Council member attend? - Agreed that Ron should attend to observe only, Ian will also attend to observe only - Steve attended part of Mayo Open House – He is concerned that if the plan is difficult for him to understand, it will be even more difficult for other NND staff & citizens. One of the biggest questions at the Open House was: “Why did Scenario 3 come out after the fact?” - Jeff suggests some “what if” scenarios would be a good tool – What if a mine was proposed... - Gerald will be attending the presentation and will likely do an introduction <p>Council would like to know (from the presentation)</p> <ul style="list-style-type: none"> - do people understand the plan? - Who is making position statements vs. asking relevant questions - How does PWPC answer these statements <p>June 30th deadline for feedback – SLC has moved the Parties deadline to July 31st.</p> <ul style="list-style-type: none"> - need to ensure that YG & staff resources are prepared 	

Agenda Item 5.2: Peel Watershed Planning Commission (PWPC)	
Comment	Action Items
<p>Sept 30th is Recommended Plan deadline:</p> <ul style="list-style-type: none"> - the month of Sept should be for editorial only (a full month, not 2 weeks) - bulk of work need to be done by end of August - this needs to be communicated to PWPC - also that they should not take on any new projects such as the economic analysis - the communication plan and quality assurance should be done in September - letter will also include the problems with the DLUP - & request what their resource needs from Council will be <p>Doug – wants to know how the Senior Planner feels about the DLUP</p> <p>Ron</p> <ul style="list-style-type: none"> – Reg recognizes that some things need improvement, he appreciates the comments & assistance – Has his own approach that he will keep to, but is open minded – We have the advantage of local context that he does not – He is led by his Commission <p>Jeff comments:</p> <ul style="list-style-type: none"> - he (Jeff) has full confidence in the PWPC staff, all are qualified to do the work - the quality problems are a combination of direction & time constraints <p>John comments:</p> <ul style="list-style-type: none"> - July is a swing month in terms of response - Getting all through gov't in 60 days could be difficult, - he will try his hardest but likely will not be done by end of June <p>Doug - someone needs to say what the deadline is</p> <p>Ian - How can we make it possible to meet the deadline?</p> <p>John explains why July 31st is the response date:</p> <ul style="list-style-type: none"> - must go to cabinet, no other way, submission must be on their agenda by June 1 - can't get 14 department's comments in 1 month - IWG will provide as much technical feedback as possible but he has to take the policy issues for each department, needs all their input, then needs to write a cabinet submission so government can make a reasonable and informed decision - June is hopeful, July must be set in stone - He will make clear that "leave management" needs to happen, if people are away it will be no excuse for a manager not to have their comments in 	<p>A. Ron to draft letter to PWPC: timelines, issues, requirements. Copy to SLC.</p>

Agenda Item 5.2: Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>NY cabinet submission is being drafted Concern: PWPC, NYPC & Dawson Regional Planning Commission (DRPC) could all be on the same agenda</p>	

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<ul style="list-style-type: none"> - DRPC likely won't be running until Sept/Oct - Staff could do some preliminary work - Steve suggests we send the letter that was drafted (with some minor corrections) - 2 problems 1. Framework – quality of Terms of Reference (ToR) & 2. <i>Who</i> is on the Commission - need good people, need First Nations to sign off on ToR - Issues & Interest – an opportunity for SLC to give good policy insight to the Commission - Needs to be clear: Major Issues & Interests – differences in the region, principles - ToR, Issues & Interests & Vision Statement – agreed that these 3 papers must be clear at the very beginning of a Commission - We have time between now and Sept. to get these things straight – quality front end loading - Trondek is driven to stick to a 3 year plan – it is a smaller region - Within context of Umbrella Final Agreement (UFA), Council should figure out how to tighten things up – timelines, budgets etc.. - More discipline needed, more accountability for YG & FNs - providing information, doing the work - Currently – no need to get anything done, no accountability anywhere, there need to be consequences - ToR needs to reflect benchmarks 	<p>A. Ron to craft letter to DRPC addressing these topics:</p> <p>Encourage parties to begin quality “front end loading” for their Commission – ToR, I&I, Vision.</p> <p>& Within context of UFA create Accountability & Consequences</p>

Agenda Item 5.4 – Yukon Environment & Socio-Economic Assessment Act (YESAA) 5 Year Review

Comment	Action Items
<p>Ron expresses concerns re: YESAA implementation in long run</p> <ul style="list-style-type: none"> - fairly significant cost implications for YLUPC, may need to look to future and create template so we know who does what, what costs will be. <p>YESAA has said they would send questions back to Commissions.</p> <p>J.Spicer –</p> <p>YESAA's job is to say: whether it conforms or not, recommends or not, may say it is an unacceptable limit but they recommend anyway, plan may then need amending.</p> <ul style="list-style-type: none"> - question is, what do we need the Commissions for until a plan reaches its limit and needs revisiting. 	<p>A. Ron to arrange a brainstorming session on YESAA issues for May/June, will draft “what ifs” doc.</p>

Agenda Item 5.4 – Yukon Environment & Socio-Economic Assessment Act (YESAA) 5 Year Review	
Comment	Action Items
<p>Doug Phillips – it would be useful for Council to look ahead and determine roles – need to have a discussion on flaws & possible changes.</p> <p>J.Spicer – would welcome a chance to sit down with groups on this issue, need to brainstorm ideas, will run past SLC</p> <p>Legal opinion – even if plan says YESAA needs to contact Commission, if there is no Commission they can't contact them.</p> <p>How do we keep Commissions on/available? Could Council be a surrogate?</p> <p>Jeff & Ron met with Sheila Montgomery in February</p> <ul style="list-style-type: none"> - draft issues document produced - June 30th is the next report - Council should have their comments in for that - Linkage between Chapters 11 and 12 legislation - This will become real with the North Yukon Plan - The issues outlined in the letter have been on the table since 2004 - No funds for staff for Conformity Checks – can that be delegated? - Doug notes: Also no funding for Council to address & monitor - point of letter is to get the issues on the table, not to solve them. - discussion on Conformity vs. Variance, what can be addressed in Plan, what Chpt 11 & 12 say, how it affect stare of & effectiveness of plans <p>Letter drafted by Ron is reviewed and discussed, edits noted.</p>	<p>A. Ron will make changes immediately and prepare to send letter</p>

Agenda Item 5.5: Planning Atlas: Press Release	
Comment	Action Items
<p>Jeff introduces:</p> <ul style="list-style-type: none"> - All data compiled - Geo-connections wanted some publicity - We want to wait until the PWPC press has settled down to prevent any confusion - Almost ready to go - Wants to get out into First Nation communities to work with and train - Need a communication strategy for the Atlas - Wants to release mid-May 	

Agenda Item 5.5: Planning Atlas: Press Release

Comment	Action Items
<p>Council reviews the Draft Press Release</p> <p>Comments:</p> <ul style="list-style-type: none"> - a little wordy - some minor edits, spelling - good to references the Minister, get a quote - qualify "other areas..." - reference Council <p>Otherwise OK</p>	

Agenda Item 6.0: Scheduled Events

Comment	Action Items
<p>Meeting of the Chairs</p> <ul style="list-style-type: none"> - Doug away until May 10th, find out when other Chairs are available, anytime after the 10th for him - Add to Agenda: <ul style="list-style-type: none"> - YG budget questions (ie: conferences for PWPC staff) need clear rules so we don't have problems every year - SLC relations 	<p>A. Ron will add YG Budget & SLC Relations to Agenda, & set meeting date</p>

Agenda Item 7.0: Finance:

Comment	Action Items
<p>No Variance Report – New & Former Office Administrators (Megan & Rhoda) away from office</p> <p>Signing Authority:</p> <p>Motion # 3: The YLUPC agrees to make arrangements for Financial Signing Authority to be authorized for the Senior Planner, Jeff Hamm. They also agree to remove Rhoda Merkel, former Senior Office Administrator as signing authority.</p> <p>Moved: Ian Robertson 2nd Steve Buyck All In Favour – Carried</p>	

Agenda Item 7.0: Finance:	
Comment	Action Items
<p>Transfer Funding Agreement</p> <ul style="list-style-type: none"> - Ron would like Council to review again as there were too many differences from the template we were originally provided with - 5% per line time as opposed to section as it was last year - John will check on this and correct - Error in the Sum totals - Also there is a required date outside of the agreement dates - John will deal with all changes and get back to us by Monday or Tuesday next week <p>Doug will sign next week when changes have been confirmed</p> <p>Motion # 4: Agreement in principle to accept the Transfer Funding Agreement subject to changes/clarification of clause 9.2.1 and other noted issues.</p> <p>Moved: Steve Buyck 2nd Ian Robertson All In Favour – Carried</p> <p>Ron mentions some additional legal issues:</p> <ul style="list-style-type: none"> - deadlines due post plan agreement dates - PWPC Audit & year end responsibilities – Commission can still sign but YLUPC must do the work 	

Agenda Item 8.0: Correspondence & Relevant Media:	
Comment	Action Items
Reviewed	

Next Meeting	
Comment	Action Items
<p>Friday May 29th Agreed</p> <p>Ron will include in package:</p> <ul style="list-style-type: none"> - joint workshop with First Nations in June - Draft Agenda will go out in next couple of weeks 	

Agenda Item 9.0: In Camera	
Comment	Action Items
Jeff Hamm contract renewal	

Meeting adjourned at 12:30 pm.

The Next YLUPC Meeting will be 29 May, 2009 at 9 a.m. at the YLUPC office.

Approval of Regular Board Meeting #01- 09/10 Minutes – April 24, 2009

Approved by Motion #2, at Regular Board Meeting #2, 29 May, 2009.

Chair

YLUPC Secretariat

Date:



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May 29, 2009

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #02, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u> Doug Phillips – Chair Steven Buyck – Member Ian D. Robertson – Member	<u>YLUPC Staff</u> Ron Cruikshank –Planning Director Megan Schneider – Administrator Jeff Hamm – Senior Planner & Technical Working Group (TWG) member Gerald Isaac – First Nations Policy Advisor	<u>Yukon Government (YG)</u> John Spicer Jen Meurer – TWG member	<u>Delegate/Guest:</u> Graham Boyd, Champagne Aishihik First Nation Lands (CAFN)

(A) = Action Items

IN CAMERA – (Council proceeded to “In Camera” issues before approving agenda – previously Agenda Item 8)	
Comment	Action Items
Employment issues were dealt with at the beginning of the meeting. MOTION # 1: Recorded by Planning Director: Jeff Hamm’s contract extended to November 30, 2009	

Agenda Item 1: Agenda	
Comment	Action Items
<ul style="list-style-type: none"> - In Camera employment issues have already been dealt with (Tab 8) - YLUPC staff have been invited to sit in on meetings - Chair Phillips welcomes Jeff Hamm & Gerald Isaac (YLUPC staff) as well Graham Boyd from CAFN & Jen Meurer & John Spicer from YG - Peel Watershed Planning Commission (PWPC) to be moved to the top of the Agenda, after Minutes - Jim Bell, YG Oil & Gas will be coming in for the North Yukon Planning Commission (NYPC) update <p>MOTION # 2: To accept the Agenda for the May 29, 2009 Regular Board Meeting #02, 2009-2010 with noted changes.</p> <p>Moved: Steve Buyck 2nd Ian Robertson All In Favour – Carried</p>	

Agenda Item 2: Review Minutes

Comment	Action Items
<ul style="list-style-type: none"> - Requested that acronyms be spelled out in full the first time they are used in the minutes - Several points discussed and changes made for clarification purposes - Ron's Question of YG for clarification on the North Yukon Plan format of an Approved Plan with a separate implementation plan is discussed. The question was not answered. Council would like the question properly registered with YG. (A) - Concerns raised over confidentiality vs. transparency in minute recording - Agreed that transparency, clarity & readability are all important - Each agenda item could have a public briefing while HR issues are confidential and remain in camera - Recording of some discussions will be more generalized to allow for open dialogue - Questions about which elements of minute recording are public documents and how long records should be kept <p>Council directs YLUPC Director to review the Access to Information and Privacy Policy (ATIPP) and create a strategy around record keeping. J.Spicer, YG agrees to share YG policies with YLUPC staff (A)</p> <p>MOTION # 3: To accept the Minutes for the April 24, 2009 Regular Board Meeting #01, 2009-2010 as amended.</p> <p>Moved: Ian Robertson 2nd Steve Buyck All In Favour – Carried</p>	<p>(A) Ron to formally ask YG to confirm the format of the NY Plan</p> <p>(A) Ron to review ATIPP and request YG policies on minute taking & record keeping</p>

Note: Unfinished Business, Agenda Item 5.2, Peel Watershed Planning Commission moved up agenda

Agenda Item 3.0: Peel Watershed Planning Commission (PWPC)

Comment <i>Moved up agenda</i>	Action Items
<ul style="list-style-type: none"> - Council was pleased with YLUPC Staff (Jeff & Ron's) critique of the Recommended Land Use Plan (RLUP) - Direction to Jeff & Ron: condense their notes, separate the technical from the substantive and pass on to PWPC as soon as possible (A) - Technical notes could also be passed on to Technical Working Group (TWG) for their use <p>Ian recommends the following overriding statements:</p> <ol style="list-style-type: none"> 1. Have they met the Terms of Reference? (ToR) 2. Quality of the product relative to meeting the September 30th deadline <ul style="list-style-type: none"> - The quality of the document is not good - It jumps around too much and is difficult to follow <ul style="list-style-type: none"> - Jeff as TWG member should deal with the technical issues - Ron as YLUPC representative should address the policy, quality of content, readability and ToR 	<p>(A) Ron & Jeff to condense & separate their critique of PWPC RLUP</p>

Agenda Item 3.0: Peel Watershed Planning Commission (PWPC)**Comment** *Moved up agenda***Action Items**

Council outlines their biggest concerns:

- Based on dates that comments are due/expected, is there enough time for PWPC to meet the deadline?
- PWPC needs to have at least 2 Commission meetings between Party/SLC comments & release date
- PWPC should be working on some of the fundamental issues right now, therefore even more reason why YLUPC needs to submit their comments as soon as possible

And overall:

- Plan is too hard to understand, cannot be easily read
- It is not clear how the ideas went from the ToR to the product
- There is validity in some of the arguments presented, but they were not the PWPC's arguments to make
- Huge inconsistencies (ie: moratorium on staking - not part of ToR – Chpt 11 clearly states development will not cease)
- Council Suggests that the Parties meet through the Senior Liaison Committee (SLC) in order to submit their comments as soon as possible
- Concerns that the August 1 submission deadline proposed by YG is not soon enough to allow PWPC to meet the September 30th deadline
- This plan is more complicated than the NYPC's, but PWPC has less time in order to complete it
- PWPC has only one month to make changes and one month to then edit the changed document

Jeff Hamm, YLUPC, TWG comments:

- While the conservation focus is not a surprise, the plan does little to justify their position
- The PWPC is seeking public input, causing the public to believe they have a say, however the PWPC answers to the Parties only
- After much deliberation Council agrees that public polling is not advisable, however were public polling to be undertaken, it should be done by an objective & independent third party.
- Council feels that someone needs to tell the PWPC where the plan does not flow or read well

Jen Meurer, YG, TWG

- notes that the PWPC were given very clear direction when they were in Dawson on April 29th to fix the flow and readability of the plan immediately, not to wait until July 31st for comments.
- YG also met with the PWPC Senior Planner (Reg Whiten), Jeff & Ron (YLUPC staff) and recommended they begin working on the readability, before comments were in
- PWPC staff should have been working on this during May, starting June to work with YLUPC comments, July 1st with Public comments and August 1st with the Parties/SLC comments.
- PWPC & PWPC Staff acknowledged the problems with readability in Dawson and agreed with YG's recommendation
- TWG can be submitting their technical feedback on an ongoing basis, they are not preparing a consolidated response
- Jen surmises: If the above approach had been/is being taken, then the deadlines can be met

Agenda Item 3.0: Peel Watershed Planning Commission (PWPC)	
Comment <i>Moved up agenda</i>	Action Items
<p>Ron comments:</p> <ul style="list-style-type: none"> - Having worked as a planner before, his own approach would be to wait until all comments are in before attempting to make changes to the plan <p>A general discussion is had on the options available to PWPC staff for immediate answers and feedback</p> <p>September 30th Deadline discussed further:</p> <ul style="list-style-type: none"> - All that Council can do is express their serious concerns with the timeline issues and encourage the PWPC and all Parties to work hard to reach the goal - The SLC must deliver strong and clear direction on July 31st. <p>Direction given to Ron: Draft a letter to the PWPC, copied to the Parties through the SLC (A)</p> <ul style="list-style-type: none"> - A strongly worded letter urging them to reach the deadline - Say that YLUPC is very concerned about where they are at in the process and what they have been doing with their time so far <p>Ron:</p> <ul style="list-style-type: none"> - met with PWPC staff in May (without Reg, Senior Planner, who was on vacation) - they concluded that the workplan should shift 1 month, making the new due date October 31, 2009 <p>Doug:</p> <ul style="list-style-type: none"> - would like to meet with Reg/PWPC (A) <p>Suggested:</p> <ul style="list-style-type: none"> - letter should be sent to the Parties as well - Should indicated the YLUPC's expectation is that the SLC will meet before July 31st to ensure their final feedback is clear and direct, whether they are in consensus or commenting as individual parties, to help ensure the PWPC is able to meet the September 30th deadline - Council agrees, direction given to Ron to draft letter (A) <p>John Spicer (YG):</p> <ul style="list-style-type: none"> - comments that he will get the SLC organized to meet with the PWPC the first week of August, even if it is only the Chair <p>Jen Meurer (YG):</p> <ul style="list-style-type: none"> - suggests the editor begin with the document right now (A) <p>Council agrees, gives direction to Ron to express this to PWPC Senior Planner on Council's recommendation</p> <p>PWPC Staffing & Funding Issues</p>	<p>(A) Ron – draft letter to PWPC, strongly urging to meet deadlines, outlining concerns</p> <p>(A) Ron to arrange meeting between Doug & PWPC</p> <p>(A) Ron – draft letter to Parties encouraging SLC's July 31st comments to be clear & concise</p> <p>(A) Ron will advise Reg of Council's recommendation to have editor begin immediately</p>

Agenda Item 3.0: Peel Watershed Planning Commission (PWPC)**Comment** *Moved up agenda***Action Items**

- PWPC is requesting 2 months of additional staff funding
- Council cannot accommodate within their 5% variance
- YLUPC holds \$30,000 for PWPC but it is committed to tasks only after that release of the RLUP
- Noted that PWPC did not use the staff they had in May to do the work they were advised to do when in Dawson
- Overtime used up any additional funds that they may have had
- YLUPC does have some contract work for the Land Use Planners (LUPs) but they have PWPC plan work to do, and the question is where does that money come from?
- John suggests the PWPC look at their own budget to find the funds

Council directs Ron to have PWPC Senior Planner get his budget numbers together as soon as possible in order to find the funds to complete the RLUP(A)

(A) Ron to ask Reg to put budget numbers together as soon as possible

Agenda Item 4.0: Director's Report**Comment****Action Items**

- YLUPC Director, Ron, Reviews his report to the Council
- Point to note, NYPC has no MOU, not required

Discussion on the NY final approval

- There should be a sign off sheet by all party members saying that the plan is either approved, recommended, adopted etc...
- This will hold the various governments accountable
- This should be in addition to the transmittal letter

- John Spicer comments that there will only be the letter of transmittal

5.0: New & Unfinished Business**Agenda Item 5.1- Meeting of the Chairs****Comment****Action Items**

Doug updated Council by running through the Draft Minutes from the Meeting of the Chairs.

Comments & Discussion:

Re: Land Claims Interpretation

John & Jen (YG) stress that it is up to the Parties to interpret, not the Council or Commissions

Agenda Item 5.1- Meeting of the Chairs

Comment	Action Items
<p>Re: 5% Variance only allowed on budget subtotals John & Jen (YG) remind Council that consent from YG must be sought before funds above 5% are spent</p> <p>Re: NYPC & not having heard anything from YG John (YG) agrees that formal communication should be required but assures Council that he has kept Shirlee Frost (Chair, NYPC) and Marvin Frost (member, NYPC) informed through conversation and copies of emails</p> <p>Noted that it is not only YG who has not communicated, nothing has been heard from the Vuntut Gwitchin Government (VGG) either</p> <p>Re: NYPC & PWPC Chairs' Advice to new Commissions It was requested that the Chairs have an <i>in camera</i> opportunity to sit down with new Commissions. Council agreed that <i>in camera</i> would not be appropriate, everything should be clear and transparent. If Commission Chairs have any concerns, they should be brought to the Council.</p> <p>Re: Commissions' Role after the Plan is approved It was asked if the Commissions had a facilitation role post plan. Council agreed that the Commissions do not have a facilitation role, it is the Parties through the SLC or other mechanism who take that responsibility for any disagreements that may arise.</p> <p>However, YLUPC may advise the Parties and make suggestions as to how they see the Commissions' role post plan. Council directs Ron to craft questions and recommendations from YLUPC to the SLC re: Role of Commissions post plan. (A)</p>	<p>(A) Ron will craft questions & Recommendations re: Role of Commissions post plan</p>

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<p>A consultation on the North Yukon plan was recently held.</p> <p>John Spicer (YG) runs through the presentation made about the Parties response to the Recommended Plan.</p> <ul style="list-style-type: none"> - Hand out given including "Current Status of North Yukon Planning Process" listing documents, dates & what is coming next. - August is the latest date for approval - Council expresses concern about general confidence in land use planning due to PWPC controversy - Hopes that each plan will be assessed on it's own merits - Council needs to send a clear message that land use planning is a good thing 	

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<p>John assures Council that the North Yukon Plan is one that the parties seem willing to accept. There are only minor changes for clarification expected. It should be approved this summer.</p> <p>Council asks if cumulative effects issue has been resolved. John assures Council it will be.</p> <p>Jim Bell (YG)</p> <ul style="list-style-type: none"> - controversy over the Peel is creating more interest in the North Yukon plan which is a good thing - Jim explains how this final consultation was not required, but was a good thing. It was not a time to discuss the plan, but to present the feedback from the parties and hear back on that. 	

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<ul style="list-style-type: none"> - Letter from YG received about reviewing the ToR and discussing the nominations - In the future, YLUPC needs to start even sooner working on getting commission members - John expresses that the Minister is looking for confirmation of nominees from the Chief - No date set yet for the meeting - Doug suggests that June 13/14 when YG is in Dawson for the Commissioner's Ball and anniversary celebrations would be good timing. - Steve wonders why Nacho Nyak Dun (NND) was not copied on the letter - John explains that this was an oversight <p>A general discussion was had about the various issues facing the DRPC</p> <ul style="list-style-type: none"> - Boundary issue was a big deal - VGG is a party to the DRPC, but does not have a commission member - Need clarity that boundaries won't be moved during the life of the Commission - Council is hopeful that the North Yukon Plan will soon be signed & DRPC soon be named to reaffirm Government support of land use planning 	

Agenda Item 5.4: Scheduled Events

Comment	Action Items
<p>"Past, Present & Future" YLUPC Workshop</p> <p>Ron outlines where staff is at so far with planning:</p> <ul style="list-style-type: none"> - He & Gerald have been working on the workshop - July 30th seems the favoured date (at the time, this date has since changed) 	

Agenda Item 5.4: Scheduled Events

Comment	Action Items
<ul style="list-style-type: none"> - Doug recommends that with a 1 day workshop, any information should be sent ahead of time so participants can come with their input prepared - Invites will go to Chiefs & Councils with their Lands people being the intended participants - Mid Summer is not great, but there is never a good time, fall is not good either - Better sooner than later, a lot of prep work is required before a new Commission is established – this is the key message - Suggested phrasing for invite: “If you are thinking about land use planning in the future, you have to be at this meeting” <p>Graham Boyd, CAFN</p> <ul style="list-style-type: none"> - lack of land use planning is a huge concern with CAFN, but unsigned First Nations are an issue - Council explained to Graham that YLUPC has no mandate to deal with unsigned First Nations <p>General discussion had covering:</p> <ul style="list-style-type: none"> - Possibility of having ability to split the current boundaries - Possibility of Memorandum of Understanding (MOU)s to deal with unsigned First Nations - CAFN should come to the table with their concerns at the workshop - This will be a big issue at the workshop <p>Council agrees that unsigned First Nations should also be invited to the workshop.</p> <p>John Spicer requests invite for YG and the opportunity to sit down with Gerald & Ron ahead of time. Ron confirms this will happen.</p> <p>A discussion on Overlap Agreements & Unsigned First Nations was had:</p> <ul style="list-style-type: none"> - The definition of Overlap Agreements is requested - Answer: they are signed by First Nations, but held at YG for signature blocks, & needs YG & Federal approval. - Council questions why it is relevant to have YG and Federal approval when it is only a planning boundary? - Jen Meurer (YG) clarifies that for planning purposes we have “contiguous planning boundaries” and not “overlap agreements” - It was never conceived that some First Nations wouldn’t sign the UFA - Jen suggests that funding could be found for unsigned First Nations as it is not a land claims issue but a planning issue - Council expresses the need to look more closely at this issue (A) 	<p>(A) Consider strategy about how to work with unsigned First Nations for land use planning</p>

Agenda Item 5.4: Scheduled Events

Comment	Action Items
<p>General Assemblies (GAs)</p> <ul style="list-style-type: none"> - Council would like to know if they have been invited to speak on anything at any GAs - Gerald confirms that NND has expressed that they would like Council & PWPC on their agenda but no formal request has been received - Gerald assumes/understands that the Tr'ondëk Hwëch'in Han (THH) will also want an update - Council would like to know/see a list of what YLUPC hopes to accomplish at the GAs <p>Council directs Ron to write a letter to the First Nations through the Council of Yukon First Nations (CYFN) expressing that YLUPC encourages them to see planning as a priority. (A)</p> <p>Council would like to get on the Agenda of CYFNs next meeting for Doug to make a 5 minute presentation. (A)</p>	<p>(A) Ron to draft letter to CYFN encouraging FNs to see planning as a priority</p> <p>(A) Ron/Gerald to see about getting Doug 5 minutes on agenda of CYFNs next meeting</p>

Agenda Item 6.0: Finance:

Comment	Action Items
<p>Megan Schneider (Senior Financial Administrator) runs through variance report and advises on changes to the tracking & reporting style.</p> <p>Megan will confirm accuracy of the new style with YLUPCs accountant</p>	

Agenda Item 7.0: Correspondence & Relevant Media:

Comment	Action Items
<p>Correspondence is reviewed:</p> <ul style="list-style-type: none"> - Questions are raised re: letter to SENES consultant on Yukon Environment & Socio-Economic Assessment Act (YESAA) - Council agrees this is a topic for another meeting (A) - Steve notes that he is not listed as a signing authority on the CIBC letter, Megan will ensure that he is still a signing authority (A) 	<p>(A) YLUPC YESAA recommendations need to be discussed further</p> <p>(A) Megan will confirm Steve is still a signing authority</p>

Next Meeting

Comment	Action Items
<p>The date of the next YLUPC meeting was not discussed (A)</p>	<p>(A) Set next meeting date</p>

Meeting adjourned at 12:55 pm.

MOTION # 4:

To adjourn the meeting.

Moved: Steve Buyck 2nd Ian Robertson All In Favour – Carried

Approval of Regular Board Meeting #02- 09/10 Minutes – May 29, 2009

By Motion #2, at Regular Board Meeting #3, July 31 , 2009.

Chair

YLUPC Secretariat

Date:



YUKON LAND USE PLANNING COUNCIL

201 - 307 Jarvis Street, Whitehorse, Yukon Y1A 2H3
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July 31, 2009

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #03, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u> Doug Phillips – Chair Steven Buyck – Member Ian D. Robertson – Member	<u>YLUPC Staff</u> Ron Cruikshank – Planning Director Megan Schneider – Administrator	<u>Yukon Government (YG)</u> John Spicer Brook Land-Murphy, Land Use Planner, EMR (North Yukon File)	<u>Delegate/Guest:</u> Heidi Flauds, PWPC Administrator

(A) = Action Items

Acronyms: TWG – Technical Working Group
 SLC – Senior Liaison Committee

9:15 Meeting called to order

Agenda Item 1: Agenda	
Comment	Action Items
Additions: 1. Under Peel Watershed Planning Commission (PWPC), Item 5.1 - how PWPC will handle requests for information 2. Under Correspondence, Item 7.0 - Steven Buyck's new job in Whitehorse MOTION # 1: To accept the Agenda for the July 31, 2009 Regular Board Meeting #03, 2009-2010 with noted additions. Moved: Ian Robertson 2 nd Steve Buyck All In Favour – Carried	

Agenda Item 2: Review Minutes	
Comment	Action Items
MOTION # 2: To accept the Minutes for the May 29, 2009 Regular Board Meeting #02, 2009-2010 as amended. Moved: Ian Robertson 2 nd Steve Buyck All In Favour – Carried	

Note: Unfinished Business, Agenda Item 5.2, Peel Watershed Planning Commission moved up agenda

Agenda Item 3.0: Delegation	
Comment	Action Items
No Delegation	

Agenda Item 4.0: Director's Report	
Comment	Action Items
<p>Director Ron Cruikshank informs Council that most business contained in his report is addressed throughout the Agenda.</p> <p>2030 North – A National Planning Conference Ron gives Council a verbal briefing on the conference he attended June 1-4, 2009 in Ottawa – 2030 North.</p> <ul style="list-style-type: none"> - focus on the arctic, particularly the potential for new shipping routes - there are implications for the Yukon - Ron spoke on the Pace of Change – as experienced in the Yukon, the sections on Oil & Gas generated the most interest - 2030 North paid for all of Ron's expenses in attending the conference - Ron will prepare a written report (A) <p>Council discussed some of the implications that new northern travel routes could have for the Yukon. Although these issues could be 20 years in the future, Council should be flagging them for the North Yukon Planning Commission (NYPC) and the PWPC. (A)</p> <p>Council of Yukon First Nations (CYFN) Annual General Assembly (GA)</p> <ul style="list-style-type: none"> - Gerald attended with the YLUPC booth. - Ron noted that the exhibit & booth area was quite empty & therefore not an effective communication tool - Ron did request time for Doug to speak, but only booth space was given - Still need an opportunity for Doug to address the Chiefs – we should convey the message at the workshop for lands staff to take back to their First Nations - Doug may need to address the First Nations one at a time, not ideal, but we have been trying for 2 years - Revamping of pamphlets set to be addressed through Communication Strategy <p>Nacho Nyak Dun GA</p> <ul style="list-style-type: none"> - Gerald was able to arrange for Reg Whiten (Senior Planner, PWPC) to have speaking time - Steve adds that it was a good assembly but adjourned early 	<p>(A) Ron will prepare a written report on the conference: 2030 North.</p> <p>(A) Ron to flag the potential for new northern shipping routes as an item of interest for NYPC & PWPC</p> <p>(A) fix typing errors in General Assembly reports</p> <p>(A) add communications strategy to next meeting</p> <p>(A) fix NND report, 40 people, not 60</p>

5.0: New & Unfinished Business

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)	
Comment	Action Items
<p>Special Meeting of the Chairs (PWPC & YLUPC) July 16, 2009</p> <ul style="list-style-type: none"> - YLUPC Chair, Doug Phillips briefs Council on his meeting with PWPC Chair Albert Genier and Senior Planner Reg Whiten. YLUPC Planning Director Ron Cruikshank & Administrator Megan Schneider as well as PWPC Administrator Heidi Faulds were also present <p>General Discussion Re: Elected Official involvement in PWPC Plan & Council's Communication Role</p> <p>Doug</p> <ul style="list-style-type: none"> - has tried to contact Government officials about the 22 page document that Environment did not release to the PWPC, but hasn't been able to reach anyone yet. - He wanted to speak to Council before addressing the issue (as requested by PWPC) - He feels that things did not unroll the way they were supposed to, and that the plan and the planning process have not been helped - He welcomes comments from Council on the issue - the PWPC has made critical comments about the Council's role in communications in their annual report - He is disappointed that PWPC chose to be critical in an annual report, does not feel it is appropriate - PWPC should have addressed concerns they had at the Chair's Meeting or in a cover letter - It is unfair, but they have the right to do as they wish - suggests we do not respond in kind but continue to do our job <p>Steve</p> <ul style="list-style-type: none"> - Agrees with Doug that the annual report is not the place for criticism - Suggests writing a letter to the parties asking what is realistic to expect <p>Ian</p> <ul style="list-style-type: none"> - feels it is an internal YG issue and we should deal with it using the Terms of Reference (ToR) - a letter should be written to (YG/Parties?) with a positive message of moving ahead - it did do damage to the credibility of the planning process - YG doesn't seem to be able to make hard decisions, nor have we seen many upfront statements from the First Nations – Press Release dated May 2009 – this position should have been clear at the beginning - All parties need to be upfront about their bottom line/limits or clearly state that they don't know and let the Commission come up with the plan - It is a legitimate criticism of the PWPC Plan that it is not balanced in process or product, and that the product is not understandable to the average person <p>John</p> <ul style="list-style-type: none"> - John disagrees with some of Ian's statements about YG - YG relies on the planning process as set out in Chapter 11 of the Umbrella Final Agreement (UFA) - It is a "may" chapter - They agree to let an independent Commission come up with a plan, then they sit down to see what they want from it. 	

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<ul style="list-style-type: none"> - YG will take it from the recommended plan stage, Commission has to do all the hard work before that - The Parties have been fairly active and plan to sit down with the First Nations to discuss the plan - It is difficult when the media get a hold of a story and presents one side; however the work carries on - He has had some assurance the First Nations are prepared to sit down with the intergovernmental group for discussions <p>Doug</p> <ul style="list-style-type: none"> - it should be made clear to Commission from the start what the YG limits and non-starters are - we could have avoided some of the difficulties if we'd known what was and wasn't acceptable - we had an indication in "soft words" but not firm direction - it is absolutely unacceptable to wait to give final advice until after \$1.5 million has already been spent <p>John</p> <ul style="list-style-type: none"> - claims the presentations were made to the Commission on their desire for balance - they can ignore YG if they choose - YG must be careful on how hard they push an independent Commission <p>Ian</p> <ul style="list-style-type: none"> - Deadlines have not been met by YG or First Nations - No government position has been set forth, instead different opinions from different departments have been submitted - Central issue is that YG should be providing one clear government response <p>John</p> <ul style="list-style-type: none"> - Claims that YG tries to present one response but things went off the rails this time - Also notes that it takes a long time to gather the information and present it as one position <p>Doug</p> <ul style="list-style-type: none"> - Realizes in any government initiative there are always diverse views and things will always be leaked - it is important for the Council to know that YG is working on fixing the leaks associated with this plan - feels it is unfortunate that it happened, it is the responsibility of the Political people to speak with one voice <p>Ian</p> <ul style="list-style-type: none"> - Our response would be positive, but say that this kind of thing should not happen, it has damaged the planning process, we should urge the parties to follow the process of the UFA <p>John</p> <ul style="list-style-type: none"> - adds that the Commission requested and encouraged the submission of the individual and diverse views <p>Doug</p> <ul style="list-style-type: none"> - re: the Media – he does not want Council to get involved, it is only damaging the PWPC & the land use planning process - feels we should deal with internally by writing a letter encourage the PWPC & the Parties to work together, follow process and meet their deadline <p>John</p> <ul style="list-style-type: none"> - re: the formation of new Commissions: so far has rested largely with the Minister making the decision, then Council making recommendations before anything begins. It could be done so that recommendations and groundwork are prepared and presented to the Minister & Cabinet 	

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>Ian</p> <ul style="list-style-type: none"> - the Parties have added a year with delays by not meeting deadlines - the TWG should be helping the Commissions understand the varying views they are receiving - the SLC is meant to be a problem solving body for the big policy issues - we have not focused well on working out at what level various issues should be dealt with - response from SLC should be firm <p>(A) Ron will draft a letter to all Parties addressing the issue of the 22 page Environment document and YG elected official's perceived interference – a positive solution oriented letter noting the problems in the past and encouraging them to use the system in place</p> <p>John</p> <ul style="list-style-type: none"> - notes that Council should not expect an answer from YG - clarifying the roles of the TWG & SLC is very important <p>Doug</p> <ul style="list-style-type: none"> - Council has learned a lot of lessons - We can no longer be merely polite with each other, if one group does not like the direction that something is taking, they must say something and make their position clear. It is essential that people be honest with each other - The NYPC worked more closely with the Parties, there seems to have been a disconnect with the PWPC <p>Ian</p> <ul style="list-style-type: none"> - deadlines are a big concern - the SLC is not meeting now until the 10th of August to discuss their opinions <p>John</p> <ul style="list-style-type: none"> - tries to assure Council that comments should be complete within 1 week of the meeting <p>Doug</p> <ul style="list-style-type: none"> - believes it likely that the PWPC may not see anything until the end of August <p>Council agrees that it is difficult to work when deadlines and budgets don't mean anything. It would be good to have some power to really deal with these two critical issues</p> <p>Ron</p> <ul style="list-style-type: none"> - trying to get the Editor lined up for the PWPC - trying to get the PWPC Senior Planner to see the value of meeting with the Editor as early as possible - so far he has been unsuccessful <p>(A) Council would like a second letter drafted to the PWPC addressing their requests of Council. Should say that we share their concerns, that government interference and media storm were unfortunate occurrences that have put land use planning in a bad light but that we trust all parties will try to find an appropriate resolution. Suggestions: <i>UFA, Consensus, Role of TWG & SLC</i></p>	<p>(A) Ron to draft letter to all Parties addressing the issue of the 22 page Environment document – a positive solution oriented letter noting the problems in the past and encouraging them to use the system in place</p> <p>(A) Ron to draft a letter to the PWPC addressing their requests of Council. Should say that we share their concerns, that government interference and media storm were unfortunate occurrences that have put land use planning in a bad light but that we trust all parties will try to</p>

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)	
Comment	Action Items
<p>In the future more clarity in the Terms of Reference should be made</p> <ul style="list-style-type: none"> - the Parties need to think of their broad policy statements of principles - throughout the plan process there should be consensus at critical points: Resource Values, Scenario Choices - (noted that the PWPC did not involved the Parties in the Scenario Options process) - it is critical to have one position from the Parties to the Commission at these stages <p>Annual Activity Report</p> <p>Ron outlines his concerns with the Activity Report for Council</p> <p>Doug</p> <ul style="list-style-type: none"> - PWPC should be reminded that this is a report on their activities, not on Council's - Their criticism of Council is an issue that should be dealt with internally - They could address their concerns in a cover letter to the report or through a separate letter to Council <p>Ron</p> <ul style="list-style-type: none"> - recommends the removal of First Names and identification of staff positions <p>Council directs Ron to communicate the necessary change to the PWPC (A)</p> <p>MOTION # 3:</p> <p>To accept the PWPC 2008-2009 Annual Activity Report subject to minor edits</p> <p>Moved: Ian Robertson 2nd Steve Buyck All In Favour – Carried</p> <p>Amended Budget Request</p> <p>Doug</p> <ul style="list-style-type: none"> - informs Council that he spoke to Shirley Abercrombie (DM, EMR) and expressed to her that there is no way the PWPC can have their Recommended plan in by September 30th <p>A discussion was had on the PWPC's request for an extension to November 30th and additional funds of \$60,000 to complete their recommended land use plan</p> <p>Key points raised:</p> <ul style="list-style-type: none"> - SLC not meeting to discuss comments with each other until August 10, 2009 - Council requests (of John Spicer) that SLC parties share each other's comments before their meeting, John can only recommend, but parties may not want to write down their positions ahead of time - Potential exists for Party comments not to be delivered until end of August - Commission expects and deserves clarity from the comments - PWPC meeting on August 12 is not an effective date as they will likely not have the Party comments - PWPC says they need 12 weeks from release of Party comments (12 weeks from Aug 31 = Nov 23) 	<p>find an appropriate resolution.</p> <p>(A) Ron will alert PWPC of Council's conditional acceptance of their Activity Report</p>

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<ul style="list-style-type: none"> - Editor needs 2 weeks at least, should have time at the front as well - End of November should be latest deadline, suggested we advise an earlier date if possible - PWPC estimates a surplus of approximately \$50,000 at the end of September - Discussion on possibility that more community touring will be required - If more funding is required, it can be requested with the interim report - Ensuring staff is available is a concern, need to let them know of extension approval ASAP <p>MOTION # 4: To approve for recommendation to YG the PWPC's deadline extension to November 30, 2009, to a spending limit of \$50,000 with a 3% contingency allowed, funded by their anticipated surplus.</p> <p>Moved: Ian Robertson 2nd Steve Buyck All In Favour – Carried</p> <p>Access to Information and Privacy Policy (ATIPP)</p> <ul style="list-style-type: none"> - PWPC has requested that Council pursue avenues to ensure that the Parties keep their comments under wraps until the plan has been released – as well as not being a distribution centre for the comments. - Reg Whiten (PWPC Senior Planner) would like to use ATIPP to do this and has asked Ron and John Spicer - John has asked his people at YG to look into the possibility but the First Nations will make their own decisions - Ian points to our first principle – that the process should be as transparent as possible - Ron's advice to Reg was to post the comments as with all previous comments, but to make no comment to the media <p>Council directs Ron to communicate back to Reg that Council has forwarded the request to YG, but that they recommend simply saying "no comment" to media</p> <p>Meeting Facilitation</p> <p>Ron brings up some concerns with PWPC meetings</p> <ul style="list-style-type: none"> - they are being run by the Senior Planner and not by the Chair - has recommended to Reg that Gerald Isaac (YLUPC First Nations & Policy Advisor) facilitate in future - Council expresses that it seems PWPC has always run their meetings that way, and although they do feel the Chair should chair the meetings, they don't want to be perceived as interfering - If the Senior Planner and the Chair approve, then Gerald can Chair the meetings - As an issue, this should wait and be dealt with when the next Commission is formed (Dawson) - Important to make it clear that the Chair of the Commission can Chair the meetings <u>and</u> participate fully 	<p>(A) Make PWPC's extension request to YG</p> <p>(A) Megan & Heidi to work on budget</p>

Page 8 of 12

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<ul style="list-style-type: none"> - Doug asks John about status of the Premier's meeting with the Chief in Dawson re: Commission Membership - John does not believe they have met yet <p>Doug</p> <ul style="list-style-type: none"> - is concerned about the rental space that will be vacant after the PWPC leaves in November - Council should be giving notice on this space by the end of September (for the end of December) if by then we have no word on the start up of the DRPC - Also concerned about the loss of continuity of planning staff – the original plan of the Commission was for there to be enough overlap that we would be able to retain staff who had experience and knowledge - We should write a letter to YG expressing our concern over this matter <p>Council directs Ron to prepare letters for September 1 to PWPC employees notifying them so they can make employment decisions (A)</p> <p>Council directs Ron to write a letter to the Minister commenting on their concerns regarding the issue of continuity in staffing the planning commissions (A)</p> <ul style="list-style-type: none"> - John expresses that although it could be perceived as a waste of public dollars, maybe YG or Council could find the fund to keep the office space - Doug feels that with no indication that Dawson will start, if we don't hear by the end of August, Council will need to look at their own staffing requirements. - John realizes that the assumption of continual staffing has not happened <p>Council agrees that notice should be given to vacate the back office space by December 31 if there is no new Commission and will make a final decision at the late August meeting (A)</p> <p>Council directs Ron to report back at that meeting on what the lack of the DRPC means for Council Staff (A)</p> <p>Friday August 28th is decided upon for the next meeting</p>	<p>(A) Ron to prepare letters for Sept 1 to PWPC employees notifying them that no new Commission is starting</p> <p>(A) Ron to draft letter to Minister over concerns of loss of planning staff due to delays in Commission start up</p> <p>(A) Ron to prepare to give notice to vacate back office space at the end of Aug. Final decision will be made at Aug 28 meeting</p> <p>(A) Ron to prepare report on Council Staffing needs without DRPC start</p>

Agenda Item 5.4: Scheduled Events

Comment	Action Items
<p>Workshop has been scheduled for September 17, 2009</p> <p>Doug would like the workshop package sent out ahead of time including information on what planning is all about</p>	

Agenda Item 5.4: Scheduled Events

Comment	Action Items
<p>and the criteria to get started</p> <p>Ron</p> <ul style="list-style-type: none"> – hopefully Shirlee Frost, Chair NYPC will be able to speak – planning breakout groups – discussion topics include key issues of: overlap, membership, better direction needed <p>Council directs Ron to have the package ready for their review at the August 28 meeting (A)</p> <p>Council agrees that YG should be a partner in the Workshop and directs Ron to work with them on the planning</p>	<p>(A) Workshop package to be prepared for Aug. 28 Council meeting</p>

Agenda Item 5.5: YLUPC 2008/2009 Annual Activity Report

Comment	Action Items
<p>The ongoing financing assessment (10 year Review?) has not been address Council agrees this should be noted as an outstanding matter providing uncertainty to the planning process Ron will add to the overall assessment in the Activity Report (A)</p> <p>MOTION # 5: To adopt the YLUPC Annual Activity Report in principle subject to minor editorial revision within 1 week.</p> <p>Moved: Ian Robertson 2nd Steve Buyck All In Favour – Carried</p> <p>It is noted that although the Annual Report & Financial Statements are due to YG on August 31st, due to the timing of this meeting, John Spicer accepts that the Report & Statements will be delayed.</p>	<p>(A) Ron to add issue of lack of ongoing financial assessment to Activity Report</p>

Agenda Item 6.0: Finance:

Comment	Action Items
<p>Council reviews the letter from Shirley Abercrombie, DM, EMR Directs Megan and Ron to meet with John over the 5% variance reporting</p> <p>Council will review the financial statements (only received at this meeting) before approving</p> <p>Council reviews the July Variance Report.</p>	<p>(A) Ron and Megan will prepare a request for adjustment to the current budget</p>

Agenda Item 6.0: Finance:

Comment	Action Items
Council approves the adjustments to the budget as presented. No new funding requested, line items moved to fit more accurately the template requested by YG. John Spicer informs Council that this matter can be approved as an administrative matter and no formal motion is required.	

Agenda Item 7.0: Correspondence & Relevant Media:

Comment	Action Items
<p>Steve announces that he has accepted a position with the YG department of Energy Mines & Resources as a First Nation Mining Liaison.</p> <p>Council & Staff will review the potential for any conflict of interest.</p> <p>Council requests that Steve submit details on the role he held with NND and his new YG position so there will be back up information for comparison reasons if ever requested. (A)</p>	(A) Steve will prepare a summary of his roles & responsibilities with his former NND and new YG positions

Next Meeting

Comment	Action Items
The date of the next YLUPC meeting was set for Friday August 28, 2009	

Meeting adjourned at 1 pm.

Approval of Regular Board Meeting #03- 09/10 Minutes – July 31, 2009

By Motion # 2, at Regular Board Meeting #04, September 4, 2009.

Chair

YLUPC Secretariat

Date:



YUKON LAND USE PLANNING COUNCIL

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September 4, 2009

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #04, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u>	<u>YLUPC Staff</u>	<u>Yukon Government (YG)</u>	<u>Delegate/Guest:</u>
Doug Phillips – Chair Steven Buyck – Member Ian D. Robertson – Member	Ron Cruikshank –Planning Director Megan Schneider – Administrator	John Spicer Jen Meurer	

(A) = Action Items

**Acronyms: TWG – Technical Working Group
 SLC – Senior Liaison Committee**

9:05 a.m. Meeting called to order

Agenda Item 1: Agenda	
Comment	Action Items
Additions: 1. Steve's Conflict of Interest issue added to Agenda Item 7.0 - Correspondence 2. Issue of Office Space added to Agenda Item 5.3 Dawson MOTION # 1: To accept the Agenda for the September 4, 2009 Regular Board Meeting #04, 2009-2010 with noted additions. Moved: Ian Robertson 2 nd Steve Buyck All In Favour – Carried	

Agenda Item 2: Review Minutes	
Comment	Action Items
MOTION # 2: To accept the Minutes for the July 31, 2009 Regular Board Meeting #03, 2009-2010 as amended. Moved: Ian Robertson 2 nd Steve Buyck All In Favour – Carried	

Agenda Item 3.0: Delegation**Comment**

John Spicer & Jen Meurer from YG, Energy, Mines & Resources
- nothing to add, everything of interest is on the agenda

Action Items**Agenda Item 4.0: Director's Report****Comment**

Director Ron Cruikshank informs Council that most business contained in his report is addressed throughout the Agenda.

Action Items**5.0: New & Unfinished Business**

Agenda item 5.1 delayed to allow time for Peel Watershed Planning Commission delegation to arrive

Agenda Item 5.2- North Yukon Planning Commission (NYPC)**Comment**

Implementation plan comments were submitted by Council to YG

Ron asks YG when we will see Round 2

John answers – soon, all comments have been received, they met with the Vuntut Gwitchin Government (VGG) mid August and began drafting a Memorandum of Understanding (MOU) with them on implementation

- Conformity check by YLUPC staff done on Dempster Highway project (a small sewage lagoon)
- Ron met with Wendy Randall on it
- Although not relevant on a regional scale, it was the 1st conformity check on a regional plan
- YLUPC should send NYPC members an update on this

YLUPC needs an MOU with NYPC

- doing things on their behalf

Council expresses that the Parties need to agree on who will do conformity checks

John

- Commissions are not being used, the NYPC memberships have expired
- Implementation process is that the Parties do conformity checks
- They have discussed role of the Council in the conformity checks
- They are working on knowing who to go to

Action Items

(A) Ron to send update on 1st conformity check to NYPC members

Agenda Item 5.2- North Yukon Planning Commission (NYPC)	
Comment	Action Items
<p>Council concerns</p> <ul style="list-style-type: none"> - Knowing who to go to - YESAB has no obligation to follow the plan - If there is a non-conforming project, who seeks a plan amendment? <p>John suggests that nothing needs doing immediately Chpt 12 says non-conforming project can go ahead, and the plan can catch up later</p> <p>Ian expresses a desire for the plan to be amended 1st Steve states that it is the Parties who will have to decide</p> <p>Re: NYPC members not renewed</p> <ul style="list-style-type: none"> - Ron asks John if the members were informed as YLUPC was not - No – they have not been informed - Ron requests that John let the members know <p>General discussion on implementation & non-conformity</p> <p>Doug – This discussion is a glaring example of the confusion and lack of clarity surrounding this topic in the UFA. It needs to be made clear, and soon, how to deal with non-conformity. There is a misconception in the Commissions that they have say in what happens to their plan, but they don't. This could be a problem</p> <p>John – this topic has had considerable conversation at the implementation table (IRG), with the Federal & Yukon Governments, Party to Party, government to government</p> <ul style="list-style-type: none"> - in the case of NYPC, VGG agreed to take the plan and implement it - they (VGG) decided not to reappoint the Commission at this time - no real agreement on what to do with everyone <p>Doug – this should be sorted out with Commissions in the beginning, Parties should decided then and let Commissions know</p> <p>Steve – Steve was Chief when the NND started with the PWPC and the Commission members should have known then it was only a 3 year term</p> <p>Ian – each area is different, Whitehorse, for example will likely need a permanent Commission, where in the NYPC region, not much happens and one isn't needed</p> <p>Council instructs Ron to sit down with John & Brook Land-Murphy (YG) to talk about the North Yukon (NY) implementation plan:</p>	<p>(A) Ron will confirm that YG has let NYPC members know their memberships were not renewed</p> <p>(A) Ron to sit down with John & Brook to</p>

Agenda Item 5.2- North Yukon Planning Commission (NYPC)

Comment	Action Items
<ul style="list-style-type: none"> - how is an approved plan to interface with Yukon Environmental Socio-Economic Assessment Board (YESAB) - who is involved - Shel Graupe, VGG, could be involved <p>Council requests Ron to do a report on his findings for Council</p>	<p>discuss the NY implementation plan as directed & produce a report for Council</p>

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<ul style="list-style-type: none"> - New Minister for Energy, Mines and Resources department is Archie Lang - Doug spoke with him about Dawson (only) - Doug mentioned the issues Council had raised in the last letter - When Ron was in Dawson for the Trondëk Hwëch'in (TH) General Assembly (GA) he spoke to the Chief who is aware there was an issue with one of the nominees, but did not know which one - This is an example of why there are such long delays - If there is a problem, information should be shared immediately so it can be addressed - Doug expressed hope (to Minister Lang) that on the Community tour a meeting with the Chief would happen and nominees would be worked out or at least problems mentioned so they could be worked out - The Minister agreed the having DRPC up and running would be positive - He is now aware there will be no Commission in December <p>John – it have been sporadic and difficult to confirm people (on YG's side) due to summer & some refusals</p> <p>Council members have a discussion on the various letters and reminders that have already been sent and are not sure what else can be done.</p> <p><u>Trondëk Hwëch'in General Assembly</u></p> <p>Ron Reports:</p> <ul style="list-style-type: none"> - the Chief is familiar with where the DRPC is at, he knows the names but not who the problem is with - Ron was able to give a presentation - Most questions were regarding the upcoming YLUPC workshop 	

Agenda Item 5.1: Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>Heidi Faulds, Administrator, PWPC & Albert Genier, Chair PWPC join the meeting</p>	

Agenda Item 5.1: Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>Update: YLUPC agreed to recommend PWPC another 12 weeks to finish their plan using their \$50,000 anticipated surplus</p> <p>Now:</p> <ul style="list-style-type: none"> - PWPC has put together a new budget - When YLUPC made initial comments they were not in possession of the Party or TWG comments - We now have the SLCs comments and most TWG comments - Ron was not able to get all the TWG comments - Jen (YG) sent their comments, Jen has all except Jeff's comments (YLUPC) - Jen expected to see the TWG comments posted on the PWPCs web site - Protocol is that TWG comments should have been shared <p>Council discusses whether TWG comments should be shared as a rule:</p> <ul style="list-style-type: none"> - generally understood that they should be shared even though TWG is not a consensus seeking exercise - Reg Whiten, Senior Planner PWPC is the Chair of the TWG and requested that comments not be shared - He does have the right to advise & guide the TWG - Albert mentions that confidentiality could be the issue, that individual opinions from First Nations and YG need to be seen - However, the issue is sharing – not consensus - All TWG members should be aware of each others issues early on - YLUPC TWG comment to be shared with all TWG members <p>Council expresses to the PWPC Chair that they would like to see TWG sharing information with each other in a confidential manner.</p> <p>Response From YG to YLUPC letter re: Government Response to PWPC Planning Products</p> <ul style="list-style-type: none"> - Ron has shared with PWPC that YLUPC received a response - No further action required <p>Re: Comments on PWPC Draft Land Use Plan (DLUP)</p> <p>From NND:</p> <ul style="list-style-type: none"> - this is the kind of letter that should have come 3 years ago - Steve (in their defense) – the First Nation was waiting for all the information gathering & weighing <p>From SLC:</p> <ul style="list-style-type: none"> - SLC letters have been too soft – they say “we don't like what you've done but we're not going to tell you” - we can't have firm positions coming in at the end – they need to come at the beginning <p>Ron mentions that the Provinces have “Provincial Interest Statements”</p> <p>Doug has advised Ron to put together some examples for the workshop.</p>	

Agenda Item 5.1: Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>Jen – The intent of the Issues & Interests paper is to address these issues, but it is difficult for people to become involved until there are maps – then they become engaged</p> <p>Ian</p> <ul style="list-style-type: none"> - over the years, Yukon has cut back on research & there is no current accurate data at a relevant scale - the Federal Government used to do annual sampling (snow for example) - gaps on these 1st level plans should be identified and noted in the implementation plans <p><u>Budget & Workplan</u></p> <p>Ron outlines the PWPCs plans to make changes</p> <ul style="list-style-type: none"> - note – they have indicated they will be doing research – they actually mean consultation <p>Albert notes they mean to make sure they are getting the right information from the right people</p> <p>The SLC was very clear on which bodies needed to be met with – a very targeted group</p> <ul style="list-style-type: none"> - this is scheduled to happen within the November 30 deadline <p>Budget</p> <p>Ron agrees with the staffing & travel. He has some other questions about a few line items. His main question is whether the \$50,000 surplus is still anticipated. Heidi notes that they estimate now to have \$44,000 coming forward.</p> <p>MOTION # 3: To recommend budget approval for the PWPC up to \$56,000. Details to be worked out at the administrative level.</p> <p>Moved: Ian Robertson 2nd Steve Buyck All In Favour – Carried</p> <p><u>Memorandum of Understanding (MOU)</u></p> <p>Council questions Albert on the new line regarding confidentiality since Council has always maintained confidentiality with regards to Commissions.</p> <p>Albert clarifies that the PWPC just wants to ensure that Council will not speak to the media.</p> <p>Doug reminds Albert that it has been Council recommending the PWPC not speak to the media.</p>	

Agenda Item 5.4: Workshop “How Planning Regions are Selected”

Comment	Action Items
<p>Gerald Isaac, YLUPC First Nations Policy & Planning Advisor joins the meeting to discuss the workshop.</p> <p>Update:</p> <ul style="list-style-type: none"> - Letters have gone out to 14 First Nations - Gerald has been contacting them all by phone - 7 First Nations have confirmed - Still waiting to hear from: Teslin Tlingit Council, Ta'an Kwach'an Council, Kwanlin Dun First Nation, Liard First Nation & Ross River Dena Council - Little Salmon Carmacks First Nation & Selkirk First Nation have responded that they are not coming due to lack of time and capacity <p>Steve recommends Gerald follow up with the Chiefs who may direct their Lands Staff to attend. Gerald has contacted the Ta'an Deputy Chief who will be doing an opening Welcome and has asked that she encourage her Lands Staff to attend.</p> <p>Questions about protocol around contacting the Chiefs after Lands Staff have already been contacted.</p> <p>Doug thinks we should write a letter the Chiefs stating that we have 7 confirmed First Nations, that we encourage them to attend, that this is a valuable session. Make it a soft letter focusing on the importance. The Chiefs may not even be away of the workshop.</p> <p>Mileage – can we offer a mileage reimbursement to participants? CYFN is sometimes able to help First Nations attend workshops & conferences. Question whether or not trans-boundary First Nations should be involved – decided no, that only Yukon First Nations would be invited since trans-boundary First Nations have no real say in the process.</p> <ul style="list-style-type: none"> - Shirlee Frost, NYPC Chair will be speaking - Albert Genier, PWPC Chair may be speaking <p>Question: Do we go ahead with the conference with possibly only 7 First Nations registered? Council feels strongly that we should go ahead with the workshop – it needs to be done now to show that we are serious and to get the ball rolling.</p> <p>Council indicates an addition to the letter being sent to Chiefs: “due to importance of the workshop, we will cover the cost of mileage...” Also – send notice to confirmed First Nations (except Old Crow) that we will cover mileage costs.</p> <p>Motion..(next page)</p>	<p>(A) Ron/Gerald to write letter to Chiefs encouraging them to send staff to the workshop (see Doug's comments)</p> <p>(A) addition to letter to Chiefs informing them of our intent to cover mileage, also notifying confirmed First Nations of this intent.</p>

Agenda Item 5.4: Workshop “How Planning Regions are Selected”

Comment	Action Items
<p>MOTION # 4: To approve payment of mileage to participating First Nations for the “How Planning Regions are Selected” workshop based on Council’s mileage rates.</p> <p>Moved: Ian Robertson 2nd Steve Buyck All In Favour – Carried</p> <p>Paying Speakers? Albert Peters is the only person who should be paid for speaking if he can make it.</p> <p>Council attendance: Steve will not be able to attend. Doug will be there and will do an opening speech. Ian will be there as an observer.</p>	

Agenda Item 5.5: YLUPC Communication Strategy Update & YESAB Review

Comment	Action Items
<p>Communications Strategy:</p> <ul style="list-style-type: none"> - Ron informs Council that the strategy needs more work. - He has learned what may be needed in the interim report for the next 6 months - Some messages at the Strategic Planning Session (December 08) need to be revisited and aligned with a tool and put into the workplan. <p>Ian</p> <ul style="list-style-type: none"> - Wants to clarify that this doesn’t need to be a public document, can be internal only. - Our outdated inconsistent material is a good place to start. - The website works well, just needs more work (statistics) - Would like to see the changes in the Communication Strategy reflected in the updated interim workplan. 	

Agenda Item 6.0: Interim Report Preparation

Comment	Action Items
<p>Re: Dawson Ron informs Council that we are ready, but he would like more direction on start date</p> <p>Ian – if staff are running out of work then we should move everything up – get starting on the Terms of Reference, Issues & Interests Report etc.</p> <p>Doug – we should decided today on the office space – if no DRPC we need to give notice on October 31, give us to the end of January to clean up the space</p> <p>John informs Council that Michael Hale is the new Land Claims Implementation Officer and he would like to meet with Council to update them.</p> <p>Council directs Ron to prepare a letter to Michael Hale outlining Council's concerns with the funding set aside. Planning is costing more money and time. We need to give him a heads up and ask for his suggestions.</p> <p>Meeting with Council and Michael Hale is set for Friday September 11 at 11 a.m. in the YLUPC boardroom. Doug will call in, Ian will attend in person, Steve may need to phone in.</p> <p>Ron will have Council's submission for the 10 year review</p>	<p>(A) Ron to prepare letter to Land Claims Implementation Officer as per comments</p>

Agenda Item 7.0: Correspondence & Relevant Media:

Comment	Action Items
<p>Re: Letter from the PWPC - No response necessary, it has already been dealt with. Doug requests that these letters (responses to our letters) be forwarded to Council ahead of meetings.</p> <p><u>Re: Brian Pelchat Email</u> A discussion was had regarding the email from Brian Pelchat. A decision was made to send a quick response directing him to the areas where we see gaps and the appropriate authorities to deal with his requests.</p> <p>Peel Region Survey</p> <p>For the next Region we should raise the issue of lobby groups with the Commission, letting them know to expect to receive biased stakeholder information</p>	<p>(A) Ron to respond to Brian Pelchat per comments</p> <p>(A) Ron to review</p>

Agenda Item 7.0: Correspondence & Relevant Media:

Comment	Action Items
<p>Steve's new Job – potential for Conflict of Interest Steve submitted his job description. Ron will review and make a recommendation to Council about any potential conflicts of interest</p>	<p>Steve's new Job Description and report to Council on potential for Conflict of Interest</p>

Next Meeting

Comment	Action Items
<p>The date of the next YLUPC meeting was set for Friday October 19, 2009</p> <p>Note: Approval by Council of YLUPC's Interim Report will be later than the due date of October 15, 2009. John Spicer is aware and approves of this delay due to no earlier opportunity for a Council meeting.</p>	

Meeting adjourned at 12 pm.

Approval of Regular Board Meeting #04- 09/10 Minutes – September 4, 2009

By Motion # 2, at Regular Board Meeting #05, October 19, 2009.

Chair

YLUPC Secretariat

Date:



YUKON LAND USE PLANNING COUNCIL

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October 19, 2009

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #05, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u> Doug Phillips – Chair Ian D. Robertson – Member ABSENT: Steven Buyck – Member	<u>YLUPC Staff</u> Ron Cruikshank – Planning Director Megan Schneider – Administrator Gerald Isaac – First Nation Policy & Planning Advisor	<u>Yukon Government (YG)</u> John Spicer Jen Meurer Brook Land-Murphy	<u>Delegate/Guest:</u> Bill Barrett Jr. - Carcross Tagish First Nation

Acronyms: TWG – Technical Working Group
SLC – Senior Liaison Committee

Action Items: Status indicated is as of next meeting date

9:10 a.m. Meeting called to order

Agenda Item 1: Agenda	
Comment	Action Items
Additions: 1. Ron's membership in the Planning Institute of British Columbia (PIBC) to be added under Agenda Item 6.0 MOTION # 1: To accept the Agenda for the October 19, 2009 Regular Board Meeting #05, 2009-2010 with noted addition. Moved: Ian Robertson 2 nd Doug Phillips All In Favour – Carried	

Agenda Item 2: Review Minutes	
Comment	Action Items
MOTION # 2: To accept the Minutes for the September 4, 2009 Regular Board Meeting #04, 2009-2010 as amended. Moved: Ian Robertson 2 nd Doug Phillips All In Favour – Carried	

Agenda Item 3.0: Delegation**Comment**

John Spicer, Brook Land-Murphy & Jen Meurer from YG, Energy, Mines & Resources
 Bill Barrett Jr. from Carcross Tagish First Nation joins later

Action Items**Agenda Item 4.0: Director's Report****Comment**

Director Ron Cruikshank informs Council that most business contained in his report is addressed throughout the course of the meeting Agenda.

Action Items**5.0: New & Unfinished Business****Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)****Comment**

Ron informs Council that PWPC's main work at the moment is getting the interim report together. Ron describes to Council how PWPC prepared their original budget amendment in August, but the Yukon Government has decided to hold off approval of that new workplan/budget and approve it at the same time as interim reports.

Ian expresses an interest in an update on where PWPC is in completing their Recommended Land Use Plan (RLUP), and if they will meet the deadline or not. He also expressed concern that the PWPC does not have an editor, as he thinks it is a critical issue in this particular plan.

Ron explains that he spoke to Claire Eamer (the editor of the PWPC Draft Land Use Plan (DLUP)) earlier in the summer and at that time she was available in November. A few weeks ago, Reg Whiten, Senior Planner PWPC indicated that he was interested in an editor but he wanted to be in charge of the contract himself and intended only to send the bill to YLUPC. A week ago Reg had no information. Ron has checked in with Claire Eamer and she is no longer available in November.

Doug requests that Ron communicate to Reg and the PWPC how long it took for the North Yukon Planning Commission (NYPC) to have their RLUP edited and how important it is to have, especially in light of the significant changes from the DLUP.

Land Claims officials have informed YLUPC that any funds spent by YLUPC on the PWPC are to be allocated to the overall costs of the PWPC so the funds should just come out of the PWPC budget.

The PWPC meets the next day (October 20, 2009).

Action Items

(A) Ron to communicate to PWPC & their Senior Planner the importance of and editor & the time it can take. **DONE**

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>Ian notes some concerns with the PWPC agenda. They are planning to discuss Staff Leave. Ian is concerned about why they would be permitting staff leave when they have a looming deadline.</p> <p>It is noted that YLUPC does not tell Commissions how to write their plans, but there are accountability issues and budgets need to be monitored.</p> <p>A discussion is had on the policies and procedures surrounding vacation leave and the implications to budgets, particularly at the end of a Commission's staff contracts.</p> <p>John suggests an in camera discussion in the future with Council to iron out various issues in Policies & Procedures including vacation pay, overtime & cost of living adjustments.</p> <p>Ian suggests that YLUPC seek advice from YG's payroll people.</p> <p>It is noted that when the Commissions are observed by YLUPC staff not following their own Policies and Procedures, it is the responsibility of Council to communicate this to the Commission at the Chair level.</p> <p>It is the Council's responsibility to create the Policies and Procedures framework for Commissions, it is important to maintain consistency from one Commission to the next. The Terms of Reference should provide sufficient guidelines to the Commissions for them to do their job. Commissions should not be spending their time on the administrative details.</p> <p>The independence of Commissions is in the Plan, not the administration.</p> <p>Ian wonders if YLUPC should make a recommendation to the Minister on this point.</p> <p>John comments that he will do some asking around, but it does make sense that Council should set all administrative procedures for Commissions.</p> <p>Ron will revisit a paper he wrote on "Challenges of Managing Commissions" and will attend the PWPC meeting tomorrow and report back to Council.</p> <p><u>Re: Interim Report</u></p> <p>Jen summarizes the discussion she had with the PWPC on their interim report before submission. There were variances that exceeded 5% with no approvals or paperwork to back them up.</p> <p>Ian asks: putting the overspending on staffing aside, the PWPC are mostly underspent, why have they been looking for more money? Part of the gap can be explained by the delayed comments on the DLUP, but not completely. This suggests to him that there may be problems. Wonders if anyone has done a comparative</p>	

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>analysis on the trends showing up in these reports.</p> <p>John answers that an analysis has not been done in years, but he does think one should be done.</p> <p>Ian notes that for YLUPC's part, budgeting has a lot to do with making assumptions on when the next commission will be up.</p> <p>Jen has observed that delays may move funds forward but the overhead stay the same, therefore time as well as money is wasted. The big costs are always the human resources.</p> <p>Ron recommends that Council not do anything on the PWPC interim report until they receive the amendment. The PWPC Senior Planner & Administrator have committed to finishing it this week.</p> <p><u>Re: Editing of RLUP:</u></p> <p>YG suggests that the same person do the editing as will do the summary document.</p> <p>Ron has already heard from Reg that PWPC staff will do the text for the summary themselves.</p> <p>Council directs Ron to recommend to Reg & PWPC that they use the same editor for editing and writing the summary document.</p> <p>The contract will likely be well over the \$3500 spent on the DLUP. It needed more editing than it received.</p> <p>YG & Council agree that the cost should be in the \$8,000 - \$10,000 range (80 – 100 hours at \$100/hr)</p> <p>YG agrees it should go into the Commission's budget at the high range, if not all used it will become surplus.</p> <p>Council directs Ron to go to the PWPC meeting and take the message that the editor is a high priority due to the complicated nature and public scrutiny of the plan. It needs to be dealt with as soon as possible and should be in their budget at a reasonable cost (\$8,000 - \$10,000).</p> <p>John request Ron also mention that no overtime or leave should be allowed.</p> <p>John & Jen request a copy of the PWPC meeting agenda and are provided with one.</p>	<p>(A) Ron to recommend to Reg & PWPC that they use the same editor for editing & writing the summary document DONE</p> <p>(A) Ron to attend PWPC meeting and take the message that the editor is a high priority that needs to be dealt with ASAP and included in their budget. DONE</p> <p>(A) Ron to inform PWPC at meeting that no overtime or leave should be allowed. DONE</p>

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<p><u>Re: Implementation Meeting</u></p> <p>John informs Council that YG is close to having an implementation product, that it should be ready in a couple of weeks. The two proposed withdrawals & cumulative effects are the big issues and the Environment and Legal departments are working on it.</p>	

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<p>Ron reports having learned through Renee Mayes (Tr'ondëk Hwëch'in) & YG that the Parties continue to struggle with the list of members.</p> <p>John has heard that the list was good, a letter has been prepared from the Minister to the Chief on YG's 3 names. From conversations that have been had, he believes it should be ok, although the official exchange begins the approval process. Tr'ondëk Hwëch'in (TH) needs one more name – someone had to drop out.</p> <p>Council suggests that Ron send YLUPC's "conflict of interest" check list to Renee informally out of courtesy.</p> <p>Ron outlines the Conservation Assessment report of the Klondike and Dawson Region provided by Tim Sellers, produced by the YG's Department of Environment. YG wants to be clear that this report is part of ongoing data collection. Commissions should not be waiting for it to be complete before moving forward. It would be great for reports like this to happen in every region, but this is a better start at least than we've ever had before. More information is needed from TH.</p> <p>Council Chair asks YG when Dawson should be starting?</p> <p>John responds that orientation should begin in January/February, with the Commission being comfortable by mid to late March and ready to be staffed by late March.</p> <p>Ron asks at what point in the process YLUPC should begin drawing down on the Dawson budget? Answer: When the Commission is appointed</p> <p>YLUPC staff should be prepared with job descriptions, ads and financial & administrative templates for the Dawson start up.</p> <p>It is decided that the back office space currently occupied by the PWPC is not needed for the DRPC and will be given up. The single Dawson employee will be fit into current available YLUPC office space.</p>	<p>(A) Ron to send Renee Mayes the YLUPC Conflict of Interest paper</p> <p>Lessons Learned</p>

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<p>MOTION # 2: To give 3 months notice to the landlord of YLUPC's intention to vacate the back 986 square feet of the office currently occupied by PWPC as allowed in the lease agreement.</p> <p>Moved: Ian Robertson 2nd Doug Phillips All In Favour – Carried</p> <p>Council directs Ron to notify the PWPC of the decision to vacate their office space at the end of January and remind them of their workplan obligations to tidy up their files & space before then.</p>	<p>(A) Notice to be given to landlord that YLUPC will vacate back half of the office. DONE (A) Ron to notify PWPC of intent to vacate and remind them of their workplan obligation to wrap up before then DONE</p>

Agenda Item 5.4: Draft Proceedings for Workshop “How Planning Regions are Selected”

Comment	Action Items
Ron is waiting for feedback from Panel members on his summary. Anticipates being done by the end of October	

Agenda Item 5.5: Discussion Paper Re: Future of Regional Planning in the Yukon

Comment	Action Items
<p>Ron and Gerald are working on the discussion paper.</p> <ul style="list-style-type: none"> - They are not yet comfortable enough with it for distribution. - Have allocated funds for travel to communities to fully assess their readiness. - The discussion paper needs to wait until the communities have been visited. <p><u>Teslin Planning Region & Carcross Tagish First Nation involvement</u></p> <p>Ian's big concern is that only \$3 million is left for planning the rest of the Yukon. Teslin wants to finish off what they have, they spent \$700,000 but are not close to being done.</p> <p>Ian asks Bill Barrett where the Carcross Tagish First Nation (CTFN) is at? Bill answers:</p> <ul style="list-style-type: none"> - They have their GIS up and running but are way behind. - The Chief wants to plan – locally & in the larger region - They have not asked the question yet if they will work with the Teslin Tlingit Council (TTC) 	

Agenda Item 5.5: Discussion Paper Re: Future of Regional Planning in the Yukon

Comment	Action Items
<p>Chair notes that Council has been trying to encourage TTC & CTFN to speak to each other. Ron suggests a follow up letter be sent to Blanche Warrington, TTC.</p> <p>The Chair requests of Bill that any communication regarding planning from the CTFN to the TTC should be copied to the YLUPC. YLUPC cannot initiate communication between the First Nations.</p> <p>The current regional plan for the Teslin region is at least 2 years from completion. Issues like the pipeline coming, are good reasons to get started on it. The question is will and can the 2 First Nations (CTFN & TTC) get started on the planning?</p> <p>Carcross could join with the Whitehorse region instead, but it would be much more complicated and take longer than joining Teslin.</p> <p>Because 70% of the original \$1 million budget is gone, there won't be a case for much more funding than about \$500,000 over 2 years to finish the Teslin plan. It needs to be targeted and focused work.</p> <p>Council recommends to Bill and the CTFN:</p> <ul style="list-style-type: none"> - that the CTFN & TTC lands departments need to meet - that a joint letter from the two Chiefs be issues to YG, copied to YLUPC stating that they are ready to plan and have a list of nominees prepared - that CTFN is better off staying in the Teslin region than joining Whitehorse <p>Carcross and Tagish can still do local area planning – there are provisions in their Land Claims to do so.</p> <p>Key issues for CTFN (outlined by Bill):</p> <ul style="list-style-type: none"> - spot land transfer - caribou - development currently going ahead with no plan <p><u>Northern Tutchone Region (NTR)</u></p> <p>Council asks Gerald whether or not the NTR can be resolved:</p> <p>Gerald:</p> <ul style="list-style-type: none"> - difficult to answer without assessing all the background information & revisiting new players in each community - part of why we need to go to each community is to see where they are at with land use planning - in the past each community in the region gave up their responsibilities to help get planning started to the Northern Tutchone Council (NTC) but each community could do own planning <p>Ron:</p> <ul style="list-style-type: none"> - NTC had a legal document produced to say how commissions are developed 	

Agenda Item 5.5: Discussion Paper Re: Future of Regional Planning in the Yukon

Comment	Action Items
<ul style="list-style-type: none"> - Different approach than the Umbrella Final Agreement (UFA) - we would need them to drop this legal agreement before going ahead - they were not in favour of having an SLC or TWG - these opinions may have changed - they did sign the UFA but the SLC & TWG are not in the UFA, only in the Terms of Reference <p>Why were Selkirk First Nation (SFN) & Little Salmon Carmacks First Nation (LSCFN) absent from the workshop? Possible reasons:</p> <ul style="list-style-type: none"> - political - new players, unfamiliar who want to review before being involved - capacity issues <p><u>Discussion Paper</u></p> <p>Council agrees it is not ready to go public with a discussion paper on the Future of Regional Planning in the Yukon at this time</p> <ul style="list-style-type: none"> - not sure if staff should be traveling to communities to meet with First Nations staff - the roadblocks could be at a higher level and there is high staff turnover - options could include Council of Yukon First Nations (CYFN) <p>Unsigned First Nations: White River – they have huge capacity issues, it's not that they don't want to plan. Kaska – operate very differently, they see themselves as Indian Band, do not accept the UFA at all, very difficult to get them on side with any regional planning.</p> <p>Council feels it is premature for staff to head out to the communities. There need to be higher level discussions. The focus should be on the area that seems the most ready – possibly NTR.</p> <p>Ron – thinks we need to work at both levels, also need to start asking questions about planning the unsettled regions.</p> <p>John – recommends YLUPC work with YG and Land Claims people to see if YLUPC should ask the question (about planning with unsigned First Nations), he doesn't think the question should be sent out "cold".</p> <p>The Chair notes that while YLUPC can deal with the CTFN and the NTC, we cannot deal with unsettled and agrees with John, requests advice on how to proceed.</p> <p>John – recommends we start with conversation; keep talking with Michael Hale at Land Claims.</p> <p>Ian feels the Minister needs to understand this is an issue and it should be up to him on how he wants to discuss</p>	

Agenda Item 5.5: Discussion Paper Re: Future of Regional Planning in the Yukon

Comment	Action Items
<p>it, either in cabinet or with more leg work done by John first.</p> <p>John – still suggests keeping it with him and M. Hale for the time being, when ready they will request YLUPC write a letter to the Minister.</p> <p>BREAK FOR LUNCH</p> <p>Council directs Gerald to follow up with Bill Barrett about the advice given to him today for the CTFN. If nothing is happening quickly, they advise YLUPC write a letter saying “..this is what came out of the workshop...”</p> <p>Council discusses how they plan to go ahead with the Teslin region – with the joining of CTFN do they consider it a new plan with full funding? Council decides to cross that bridge when it comes and see where Gerald gets first.</p> <p>Council directs Ron to work with John and M.Hale to see what options are available with unsigned First Nations. Gerald should participate.</p> <p>Council directs Ron and Gerald to work on the Northern Tutchone Region.</p> <p>Ron recommends a letter to each involved First Nation in the region with a copy to the NTC. The letters should go out at the same time as the proceedings, pointing out that missing First Nations were not at the workshop.</p>	<p>(A) Gerald to follow up with Bill Barrett, possibly writing letter if nothing happening with CTFN DONE</p> <p>(A) Ron & Gerald to work with John and M.Hale on planning with unsettled First Nations DONE</p> <p>(A) Ron & Gerald to work on the NTR, write letters. Noted in Letter</p>

Agenda Item 6.0: Interim Report YLUPC

Comment	Action Items
<p>Ron met last week with YG regarding the YLUPC interim report.</p> <p>YG requested some minor changes:</p> <ul style="list-style-type: none"> - clarification on which projects are new from the original workplan - explanation on why NYPC funds were expensed early (because NY plan was approved earlier than anyone anticipated) - some expansion on details in the 3rd & 4th Quarters - moving up the dates of the Dawson orientation <p>New is the policies & procedures as well as a focus on Territorial Interest Statements which may need Council to make a recommendation so that all parties will arrive better informed for the Dawson planning process.</p>	<p>Lessons Learned</p>

Agenda Item 6.0: Interim Report YLUPC

Comment	Action Items
<p><u>Re: Territorial Interest Statements</u></p> <p>Ian – it would be good if each department could make their positions known ahead of time, with Ministerial endorsement</p> <p>John – this could be awkward as departments have different mandates that are not all in sync with each other.</p> <p>Ron - In the North Yukon plan, the clarity on big issues finally came after the draft plan was released, this needs to happen at the start.</p> <p>John – is hoping that TH & YG will sit down and discuss their various expectations early.</p> <p>Suggested that DMRC (Deputy Ministers Review Committee) could be involved from a strategic policy perspective.</p> <p><u>Re: Knowledge Manual</u></p> <p>The Knowledge Manual is the Information Management Manual for Regional Commissions - Ron will provide a table of contents for Council at next meeting and change the name back to “Information Management Manual for Regional Commission”</p> <p><u>Re: Lessons Learned</u></p> <p>Ron has noted that many of the “lessons learned” from previous Commissions have just been mentioned in passing during meetings. These should be documented and added to the already existing document. Benefits are for Council, no consensus required on individual perspectives.</p> <p><u>Re: Policies and Procedures Update</u></p> <p>Ron planning to have something to show in November. Ian would prefer that staff work with YG before hiring a private sector contractor. Council directs Ron to sit down with John on areas YG can help with before going to a contractor.</p> <p>John agrees that a contractor will be required after a sit down with YG.</p> <p>Ron will scope a contractor.</p>	<p>(A) Ron will produce a Table of Contents for the Knowledge Manual to show Council at next meeting and change it's name back.</p> <p>(A) Ron to sit down with John about areas where YG can help with Policies & Procedures. DONE</p>

Agenda Item 7.0: Data Requirements for Regional Planning Processes

Comment	Action Items
<p>Data Requirements Workshop</p> <ul style="list-style-type: none"> - Very successful, only real problem was it was too full - There was interest in it being run again - It could perhaps be hosted in the YG facilities - Ron will follow up on the demand for more - There could be a lot of industry people who would see value in taking the workshop <p>Council direct Ron to add as a line in the interim report</p>	<p>(A) Add the scoping of & possibly running another workshop to the interim report</p>

Agenda Item 8.0: Correspondence & Relevant Media:

Comment	Action Items
<p>Council reviews correspondence.</p>	

Agenda Item 9.0: Next Meeting

Comment	Action Items
<p>The date of the next YLUPC meeting was set for Tuesday November 24th, 2009 with the 26th as a possible back up date. The meeting will run for the morning while in the afternoon the Council will have a strategic planning session.</p>	

Agenda Item 10.0: In Camera: Jeff Hamm Employment Contract

Comment	Action Items
<p>Council seeks clarity on Jeff's desire to continue on as an employee</p>	

Meeting adjourned at 2 pm.

Approval of Regular Board Meeting #05- 09/10 Minutes – October 19, 2009

By Motion #2, at Regular Board Meeting #06, November 24, 2009.

Chair

YLUPC Secretariat

Date:



YUKON LAND USE PLANNING COUNCIL

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November 24, 2009

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #06, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u> Doug Phillips – Chair Ian D. Robertson – Member Steven Buyck – Member	<u>YLUPC Staff</u> Ron Cruikshank – Planning Director Megan Schneider – Administrator Gerald Isaac – First Nation Policy & Planning Advisor	<u>Yukon Government (YG)</u> John Spicer Jen Meurer	<u>Delegate/Guest:</u> Roger Brown, Champaign Ashihik First Nation (CAFN)

Acronyms: TWG – Technical Working Group
SLC – Senior Liaison Committee

Action Items: Status indicated is as of next meeting date

9:10 a.m. Meeting called to order

Agenda Item 1: Agenda	
Comment	Action Items
Additions: 1. Christmas Luncheon added under “Next Meeting/Schedule” MOTION # 1: To accept the Agenda for the November 24, 2009 Regular Board Meeting #06, 2009-2010 with noted addition. Moved: Ian Robertson 2 nd Doug Phillips All In Favour – Carried	

Agenda Item 2: Review Minutes	
Comment	Action Items
MOTION # 2: To accept the Minutes for the October 19, 2009 Regular Board Meeting #05, 2009-2010 as amended. Moved: Ian Robertson 2 nd Doug Phillips All In Favour – Carried	

Agenda Item 3.0: Delegation**Comment**

No comments from the delegations.
Roger is welcomed, introductions are made.

Action Items**Agenda Item 4.0: Director's Report****Comment**

Director Ron Cruikshank highlights his report:

- the 1 day contracting course attended at Yukon College was of excellent value, particularly in determining the difference between "contract for" and "contract of" service
 - Ian requests a report on the course, also that the information be made available to Commissions to help them with their contracts
 - Doug would like to see basic rules for Commissions set up around contracts including templates to follow
- Ron presents a sample evaluation form from the Data Workshop – the workshop was well received
- Remaining business contained in his report is addressed throughout the course of the meeting Agenda.

(A) Ron to provide report on Contracting Course

(A) Templates and information for Contracts for Commissions to be developed

5.0: New & Unfinished Business**Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)****Comment**

Ron reports: The Funding Agreement Amendment is complete but the PWPC won't sign until they pass a motion at their December 2nd meeting.

Doug expresses frustration that the Commission is overly concerned with administration. Since YG and YLUPC have both signed the agreement, there should be no reason for the Commission to wait, especially since the PWPC is worried they will run short of funds (funds cannot be released until the agreement is signed)

Ron notes that the only difference in this agreement to previous years is the clause specifying that the Salary subcategory cannot exceed it's limit (no 5% allowed) and the Commission has not expressed any problem to date with this change.

Ian is concerned that the public summary of the Recommended Land Use Plan (RLUP) will not be available on the same day as the RLUP for several reasons: the public has shown great interest in this plan, and have been informed that a summary document would be available at the same time as the full plan.

Action Items

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>John – his understanding is that the PWPC are concentrating on the main document at the moment and will turn to the summary after it is released on December 2nd. After that, the SLC has a briefing on the 11th, they have not insisted on a preview of the plan.</p> <p>Ron notes that although PWPC had indicated they were going to get certain chapters to him and to Ross Burnett (Land Claims Secretariat) he has yet to see anything. Reg Whiten, Senior Planner for PWPC has indicated that this plan will have a lot of changes from the Draft plan.</p> <p>Ian</p> <ul style="list-style-type: none"> - wonders why the PWPC has not asked for help - the Dawson Senior Planner will need to prove a strong history of project management <p>Doug</p> <ul style="list-style-type: none"> - we need to allow much less wiggle room for Commissions in the futures - Commissions need to know they are responsible for timelines & need to be pushing for on time/on budget - It should be the Commission and not Council who are pressuring the Senior Planner on this <p>Ron</p> <ul style="list-style-type: none"> - Funding should be based on deliverables. PWPC had major problems and delays with Resource Assessment, need to make sure it doesn't happen with Dawson <p>Ron asks when exit interviews should be done with Commission members. (no answer)</p> <p>John points out that the current model of a Draft Land Use Plan (DLUP) followed by a Recommended Land Use Plan (RLUP), Final Recommended, and Final plan is not actually required under Chapter 11, but we have made it a requirement under the funding agreement. This could be discussed at the Council's Strategic Planning Session.</p> <p><u>Memorandum of Understanding (MOU)</u></p> <p>Ron reports, in the North Yukon post plan MOU, there were "if needed" statements regarding the Recommended Plan because they did not know whether significant changes would be needed. It is anticipated that there will be significant modifications proposed by the Parties with the Peel plan, so he has removed the "if needed" statements.</p> <p>John – a Work plan and Budget are required by YG as per the funding agreement.</p> <p>Ron runs through the highlights of the MOU created. Noting that funding that is not used in 2009-2010 will be carried over to 2010- 2011.</p>	<p>Lessons Learned</p> <p>Lessons Learned</p> <p>(A) DLUP followed by RLUP model to be addressed at Strategic Planning Session.</p> <p>(A) Ron to work with Ray & John to develop a work plan & budget that will satisfy Canada within 7 days.</p>

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
Doug suggests that these post plan MOUs automatically be attached to a Work plan and Budget in the future.	

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<p>Scenarios Report with use of ALCES by Sean Francis is complete.</p> <p>Ron suggests it should be posted on the web site</p> <p>Ian wanted to see a summary on how much time & dollars were spent to complete the ALCES work. We should look at what Alberta is doing with ALCES modeling, how it is working, is it working well etc..</p> <p>John reports that a detailed implementation plan should be available soon. YG is having a meeting with the Vuntut soon and it should be ready by December 8th. He will send it to Council as soon as it is ready.</p>	<p>(A) Ron to research how ALCES is working in Alberta</p>

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<p>Ron reports that the Trondëk Hwëch'in (TH) needed 2 new nominees. Gerald Isaac, YLUPC First Nations Policy & Planning Advisor did a lot of leg work to recruit interested members. From this work 2 names from Whitehorse have been put forward by TH.</p> <p>Jen reports that a Chief and Council meeting at the end of Nov will be held to discuss the TH and YG names</p> <p>Ron:</p> <ul style="list-style-type: none"> - The focus of the YLUPC office is now on prepping for the DRPC - We have been working on the Policies and Procedures - Tim Sellars, YG Environment, has done a lot of good work with an inventory of conservation information - The TWG group should meet again in January regarding Tim's work <p>John wants to be heavily engaged in that process, as well as budget planning & wants to be involved before the orientation process</p> <p>General Conclusions from discussion:</p> <ul style="list-style-type: none"> - we need to be much more focused on the orientation of Commissions, it should be at least 2 days - YG, YLUPC & TH all need to be on the same page, especially with regards to available funding - The Senior Planners have had an inordinate amount of influence, more responsibility needs to be taken by the Commissions themselves - Need a "deliverable" funding model 	<p>Lessons Learned</p>

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<ul style="list-style-type: none"> – Need to break up the orientation into phases, 1st with Commission, 2nd with Commission & Staff – 2nd phase of orientation should include Budgets and templates so that Commission & Staff all understand the basic rules from the beginning – Commission members should be assigned portfolios to monitor and carry out <p>Ian has concerns about how the information is getting back to the First Nations in the communities.</p> <p>Ron working on a “Senior Planner’s role” document Ron will work on outcomes from the above conclusions regarding Orientation for late January (in time for budgeting)</p> <p>Jen updates Council about a new contract YG has with AE Com (Jay Schou (sp?) & Kathleen Wood) to create a Legislative overview for Commissions. The intention is to provide Commission members & staff an overview and context of legislation & policies that pertain to regional land use planning. Hopefully it will be ready for Orientation – Contract due March 31st, but Jen is hoping for January/February – it depends on how long her shop takes to review the draft.</p>	<p>(A) Ron will work on Orientation plan for late January</p>

Agenda Item 5.4: Priority Planning Region: update

Comment	Action Items
<p>Ron updates:</p> <ul style="list-style-type: none"> - staff have followed up with Carcross Tagish First Nation (CTFN) - we are working with them on clarifying past correspondence - Beverly Sembsoen is the new contact and is working on getting a letter officially stating that they want to be part of the Whitehorse planning region and not Teslin - John Meikle is trying to get planning on the Kwanlin Dun radar screen - Ron met with Skeeter Miller-Wright (Land Claims Secretariat) and discussed how YT will unfold from regional planning perspective. Unsettled regions will be very hard to plan - Ron feels it clears things up in some senses – we can use the unsettled regions to make a boundary line - 1 idea: split remaining area outside of Dawson into just 2 regions, Northern Tutchone & Southern Yukon - Kluane is too overlapped with unsettled First Nations (White River) - Implications: some settled First Nations, like Nacho Nyak Dun, wouldn’t be able to plan their territory that overlaps with Kaska <p>John encourages Council to think outside the box, including outside the current 8 recommended regions, it could take time and Council should start now.</p> <ul style="list-style-type: none"> - Doug notes that the members of the Northern Tutchone Council (NTC) are not yet ready to be engaged in 	

Agenda Item 5.4: Priority Planning Region: update

Comment	Action Items
<p>discussions on land use planning. They are dealing with other priorities at this time.</p> <p>Roger is asked about transborder planning (referring to BC claims)</p> <p>Roger Brown – Champagne Ashihik First Nation (CAFN)</p> <ul style="list-style-type: none"> - The CAFN overlap is almost entirely taken up by an agreement with the BC gov't on management of the Tatenshini/Alsek park, there is good management there, so it is a low priority - North of 60 they are very interested in pushing ahead with land use planning - With regards to proceeding with planning with unsettled First Nations (like White River), if there is a willingness to plan, then it is a question of re-drawing boundaries - They would support re-drawing boundaries where there is readiness - They would probably shy away from being part of the greater Whitehorse region - Roger still needs to talk to his Chief & Council – these are his opinions and not to be taken as final word - But he clarifies that he is here today because the CAFN is very interested in planning <p>John</p> <ul style="list-style-type: none"> - transboundary issues are not necessarily on the table - Legal obligations are with the Yukon settled First Nations only - Planning virtually impossible with non-settled First Nations - No obligations to unsettled First Nations - YLUPC has no authority to work with them - Using “Common Law” with White River not easy and will take much longer than working with settled First Nations that have a willingness to plan <p>Ian</p> <ul style="list-style-type: none"> – doesn’t agree with John, feels we may need to consult with non-settled First Nations – risks of using First Nation borders as boundaries, just reinforces boundaries and sets up walls – Whitehorse dominates the entire Yukon landscape and will be a difficult area to plan – 2 competing pipeline projects are out there <p>Doug - requests what next action should be</p> <p>Ron - recommends an options paper</p> <p>Roger:</p> <ul style="list-style-type: none"> - CAFN does not want to plan on their own, it doesn’t make sense from a land issue point of view - They do have concerns with the amount of budget remaining & time allotted for planning <p>Doug notes that the purpose of the workshop (Sept 17) was to get a dialogue going with and between First Nations regarding land use planning.</p>	<p>(A) Ron to work on</p>

Agenda Item 5.4: Priority Planning Region: update

Comment	Action Items
<p>Some discussion on the options paper. Conclusion: Ron to move forward on an options paper by March, working with John Spicer & Mike Hale (Land Claims Secretariat), find out which First Nations are willing to get together. Note: don't get too caught up in the funding issue, otherwise proceed as you see fit.</p> <p>Roger notes that when he left the workshop he had the impression that if a First Nation had boundary issues, then they were out of luck and couldn't plan. He sees now that there are other options and looks forward to having YLUPC help facilitate.</p> <p>Ian notes that the meeting should not just be to say "what do you think" but to be prepared to spell out the criteria and have the principles reiterated.</p> <p>Ron plan to do this in January & February. Ron will have letters & agenda to YLUPC before Christmas</p> <p>John</p> <ul style="list-style-type: none"> - offers side table support from the Implementation Renewal Group (IRG) if necessary - also, wonders if letters are expected from CTFN and TTC - the Premier's tour gave commitment to planning with the TTC, committed to talking to CTFN & TTC <p>Doug – concerned that if we start dealing with smaller areas the budget will disappear. It is not the size of the region but the work that takes time and thus money.</p> <p>John will keep working with Ron.</p>	<p>options paper for March, working with John & Mike Hale, also First Nations.</p> <p>(A) Ron to have letters & agenda re: meetings with First Nations on options paper for Council before Christmas</p>

Agenda Item 5.5: House of Commons Standing Committee on Aboriginals Affairs and Northern Development

Comment	Action Items
<p>Ian would like to attend on behalf of the Council. YLUPC will pay the honoraria, while the Committee will pay travel and per diem costs.</p> <p>Ian has identified & Council has agreed with the following specific points to cover with the Committee:</p> <ol style="list-style-type: none"> 1. the science 2. Land Claims Implementation 3. no proper performance measures 4. certainty of land use <ul style="list-style-type: none"> - Discussion on why we were not invited to meet with the Committee when they were in Whitehorse, it seems a waste of money to bring Ian all the way to Ottawa. 	<p>(A) Ian to contact Larry Bagnell, (A) Ron to research who else is going to Ottawa and if their message overlaps ours & pull media</p>

Agenda Item 5.5: House of Commons Standing Committee on Aboriginals Affairs and Northern Development	
Comment	Action Items
<ul style="list-style-type: none"> - Council discusses and decides to contact MP Larry Bagnell, find out who else is going to Ottawa, who else may be carrying the same message & research the media from the Whitehorse session. - If Council does go, they want a strong paper trail and to be able to strongly support the decision. - The decision will be made after the research is done. - Ian will work on his presentation & send to Doug & Steve 	<p>from the Whitehorse session (A) Ian to work on presentation, send to Doug & Steve</p>

Agenda Item 7.0: Finance	
Comment	Action Items
<p>October's Variance report is presented.</p> <ul style="list-style-type: none"> - John reminds Council that the next deliverable is the draft 2010/11 Workplan and budget due Feb1, 2010 - he is still planning to help Council deal with budgeting issues around Overtime & COLA – Brook Land-Murphy will be the point person - There will need to be a shift in the line items from Payroll to Professional services due to Jeff Hamm leaving, John recommends YLUPC staff begin an email trail today to allow for an easy approval <p>Ian seeks to clarify that YLUPC is governed by the Financial Administration Act. John answers yes. However, with regards to Overtime, Vacation & Human Resources, YLUPC policies are up to YLUPC to determine as they see fit. It is the method of recording the financial transactions only that is governed by the Act.</p>	

Agenda Item 8.0: Correspondence & Relevant Media:	
Comment	Action Items
Correspondence is reviewed.	

Agenda Item 9.0: Next Meeting/Schedule	
Comment	Action Items
<p>Next Meeting: December 18th, 2009. Open House: December 18th, 2009</p>	

Agenda Item 10.0: In Camera: Replacement for Senior Planner

Comment	Action Items
<p>Decided this item does not need to be in Camera</p> <p>Jeff Hamm, Senior Planner, is not renewing his contract (ending November 30, 2009). His contract has been extended to December 18th only, Jeff is currently on vacation & leave and will be in the office from December 11 – 18th, 2009.</p> <p>Ron informs Council that filling Jeff's exact job description may be impossible as it was designed around Jeff's individual and unique skills. Although the description needs to be adjusted, Ron is not sure if he should be emphasizing planning or technology.</p> <p>Jeff could be contracted to review the PWPC Recommended Land Use Plan.</p> <p>Ron will scale back the job description and return the salary to within the current step range. There will be implications to the budget and workplan.</p> <p>Ron is worried about the day to day computer problems that Jeff was able to manage. Bob Miller from Computerisms has been great, we will need to adjust the contract with him to ensure that all our needs are taken care of.</p> <p>Data Atlas – all knowledge regarding the creation & maintenance of the Data Atlas lie with Jeff. The Data Atlas is used at the end of planning and it will be a long time to the end of Dawson. Perhaps a contract with Jeff? Perhaps a contract with Jeff to train more than 1 person to work with the Atlas?</p> <p>Ian Would like a Senior Planner type person who can back up Ron as Acting Director when needed. Someone with an understanding of what has been done to date. Meta data can be contracted short term, but long term should be with us. Regarding terms: 5 years experience is intermediate; Senior should have at least 7 years. Cartography and digital presentation were Jeff specific. Priorities: Policy – understand & Analysis Technical Planning & Analysis Strategic Advice Strong knowledge of doing plans also someone who balances Ron's strengths & weaknesses.</p> <p>Council directs Ron to work with Ian on the new job description.</p>	<p>(A) Ron to work with Ian on new Job Description for Senior Planner Position.</p>

Meeting adjourned at 2 pm.

Approval of Regular Board Meeting #06- 09/10 Minutes – November 24, 2009

By Motion #2, at Regular Board Meeting #07, December 18, 2009.

Chair

YLUPC Secretariat

Date:



YUKON LAND USE PLANNING COUNCIL

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December 18, 2009

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #07, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u>	<u>YLUPC Staff</u>	<u>Yukon Government (YG)</u>	<u>Delegate/Guest:</u>
Doug Phillips – Chair Ian D. Robertson – Member Steven Buyck – Member	Ron Cruikshank – Planning Director Megan Schneider – Administrator Gerald Isaac – First Nation Policy & Planning Advisor Jeff Hamm – Senior Planner	John Spicer - EMR	

Acronyms: TWG – Technical Working Group
 SLC – Senior Liaison Committee

Action Items: Status indicated is as of next meeting date

9:10 a.m. Meeting called to order

Agenda Item 1: Agenda	
Comment	Action Items
<p>Late addition to package: letter from Chamber of Mines</p> <p>MOTION # 1: To accept the Agenda for the December 18, 2009 Regular Board Meeting #07, 2009-2010.</p> <p>Moved: Ian D. Robertson 2nd Steven Buyck All In Favour – Carried</p>	

Agenda Item 2: Review Minutes	
Comment	Action Items
<p>MOTION # 2: To accept the Minutes for the November 24, 2009 Regular Board Meeting #06, 2009-2010 as amended.</p> <p>Moved: Ian D. Robertson 2nd Steven Buyck – noting he missed the 1st part of the meeting. All In Favour – Carried</p>	

Agenda Item 3.0: Delegation

Comment	Action Items
John Spicer – nothing to offer at this time.	

Agenda Item 4.0: Director's Report

Comment	Action Items
<p>Ron describes his PIBC (Planning Institute of British Columbia) training course.</p> <ul style="list-style-type: none"> - He passed but there is still more work to do to become a full member <p>YESAB, YLUPC & YG meeting re: land data - attended by Ron & Jeff Hamm</p> <ul style="list-style-type: none"> - YESAB can now map where projects are & see where previous projects have been - Similar to the Planning Atlas - Should be able to eventually overlay on the Planning Atlas - An important issue is the need for custodians of the information to be more carefully identified - Council discusses: it seems as though the generator of the data should be responsible for keeping the data, however it is sometimes a collection with Commission/Council & Parties all having some ownership - Ian requests a recommendation for Council from Ron on topics such as this before Council needs to decide 	

5.0: New & Unfinished Business**Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)**

Comment	Action Items
<p>Ron</p> <ul style="list-style-type: none"> - PWPC should be commended for getting their Recommended Land Use Plan (RLUP) out on time - The RLUPC has been presented to the SLC & the First Nation Chiefs - Staff are currently working on shutting down the office - Sam Skinner (PWPC planner) is working on the summary document, now due out early Jan, 2010 - Ron is working with Dave Loeks & Ray Hayes (PWPC members) on the mechanics of communication, as the Council staff take on the role of managing the day to day operations of the PWPC - The MOU (Memorandum of Understanding) says that the Chair of the PWPC will be the spokesperson, but Dave Loeks will actually be the member taking on that role - Ray Hayes has been looking after the HR and Administration for the past 8 weeks already - Reg Whiten, Senior Planner PWPC has been off on medical leave from last week (Dec 10) to the end of his contract (Dec 18). - Steve notes that Reg met with the First Nations chiefs last night (Dec 17). - Ron – understands that when Reg left on medical he was also relieved of his Senior Planner duties - Doug – it is not Council's responsibility to take Reg to task if the PWPC does not approve of his actions 	

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<ul style="list-style-type: none"> - Doug – Council’s role now is to review the plan against the UFA (Umbrella Final Agreement) - Ron – it will be checked from the following perspectives: regional planning, conformity to UFA Chapter 11 & the Terms of Reference - we are not concerned with policing the contents - Doug asks who will review the plan, and when will it be done - Ron – it depends on other comments coming in - Ian – asked at the SLC if they want feedback from Council, the answer was yes. The thinking was that the YLUPC review would be ready for their teleconference in early January - John – he doesn’t think the SLC are expecting the YLUPC comments in time for their meeting - Ian – believes Council should only be doing a limited review for compliance and obvious inconsistencies. They should be flagged, not changed. Also to note if they have given fair and due consideration to all different views. <p>Doug – during the 2 day Dawson Commission orientation we should take examples of the 2 plans (NYPC & PWPC) to show where our critique points out issues of conformity or fairness to help Commissions avoid conflicts later</p> <p>Steve – we need the Parties to come out with parameter statements early in the planning process</p> <p>Doug – yes, but it is a fine line because the parties shouldn’t be pre-empting the plan</p> <p>Council recommends a review of the PWPC RLUP be done as soon as possible and transmitted to all Parties - by early to mid January 2010.</p> <p>Ron recommends further actions:</p> <ul style="list-style-type: none"> - a letter of congratulations on completion of the plan should be sent to the PWPC - debrief/exit surveys of PWPC staff should continue to be encouraged - contract with Jeff Hamm needs to be entered into for review of PWPC RLUP - offer should be made to all Parties to help facilitate the coordination of their response if desired <p>Council approves and recommends all Actions with a note to the final action – when help is offered to the parties it should be made clear that the plan remains in the hands of the parties and YLUPC will be assisting with logistics only</p> <p>Ron notes that the approvability of this plan may be questionable – how does Council reconcile this fact with their goal of having approved plans across the Yukon?</p> <p>Doug</p> <ul style="list-style-type: none"> – it is premature for Council to say much at this point. The plan needs to go through the process of Party approval – Recommends we wait and see – Future Commissions should be educated on the Political realities of the day early in the planning process 	<p>Lessons Learned</p> <p>(A) Ron to arrange review of PWPC RLUP by mid-Jan 2010 for full distribution to parties - in process</p> <p>(A) Ron – letter of congratulations to PWPC - done</p> <p>(A) Ron – encourage PWPC to do staff exit surveys -in progress</p> <p>(A) Ron – contract w. Jeff Hamm to review PWPC RLUP - done</p> <p>(A) offer to parties any facilitation help required – to be discussed</p> <p>Lessons Learned</p>

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>John comments</p> <ul style="list-style-type: none"> - approving the PWPC RLUP will take time - Consultation is needed - YG will try to move as quickly as possible - The Leadership needs to give time and the Council needs to support the time needed while still exerting gentle pressure to keep things moving - It should be a process of months, not years <p>Doug comments</p> <ul style="list-style-type: none"> - short or long response time should be good in general for planning in the Yukon - The NYPC plan was approved in a short amount of time – they worked closely with the Parties - If the PWPC plan is a long time, it will likely be because they did not work closely with the Parties - All part of the lessons learned for future Commissions <p>Ian attended the PWPC briefing to the SLC</p> <ul style="list-style-type: none"> - he is concerned that the SLC members and YG people did not all get the document at the same time - for future Commissions there should be policy around the minimum necessary documents produced with a summary ready at the same time <p>Ian also has concerns about Staffing</p> <ul style="list-style-type: none"> - how do we retain good people when we get them? - Sam Skinner & Nadele Flynn have both done good work with the PWPC - But there is no reward for them for coming through under very difficult circumstances <p>SLC meeting January 14th, 2010</p> <ul style="list-style-type: none"> - Doug will not be here and cannot attend - Would like Ian and Steve to keep in mind and hopefully one of them will attend <p>PWPC Variance report</p> <ul style="list-style-type: none"> - finances on track <p>PWPC MOU with YLUPC</p> <ul style="list-style-type: none"> - signed by the PWPC <p>PWPC Workplan & Budget</p> <ul style="list-style-type: none"> - PWPC has given YLUPC permission to create the budget and workplan for them for 2010 – 2011 <p>Substantive error to plan</p> <ul style="list-style-type: none"> - PWPC will soon be announcing a substantive change to correct an error in the plan. The updated sections will be available asap. Ron will update Council 	<p><i>Lessons Learned</i></p> <p><i>Lessons Learned</i></p> <p>(A) Ron to update Council on PWPC RLUP error - <i>done</i></p>

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>Wrap up work</p> <ul style="list-style-type: none"> - storage space needs to be rented for furniture & files - most everything else has been dealt with already 	

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<p>Letters to Commission members informing them that their terms have lapsed, or will lapse have been sent by YG and the Vuntut Gwitchin (VG). They reference that re-appointment may come if a review is needed. Offers some clarity to the role of Commissions in the future</p> <p>Ron reports on Data</p> <ul style="list-style-type: none"> - all data for the NYPC is currently on the YLUPC T drive and the GIS workstation - who is responsible for it, and who handles requests for data - Council staff is not as familiar with the data as the Commission staff were - With regards to Teslin – there was no plan, but there is stored data - There should be a plan for all of this <p>Doug</p> <ul style="list-style-type: none"> - everything we do is public - requests for Teslin data should be answered with a disclaimer that it is not part of an approved plan <p>John</p> <ul style="list-style-type: none"> - suggest speaking to YG records or ECO people if YLUPC is going to develop policy around the release and storage of data <p><u>Detailed Implementation Plan</u></p> <ul style="list-style-type: none"> - John distributes copies of an overview of the implementation framework - It outlines among other things, plan goals & recommendations - YG & VG have agreed to meet annually on the NY implementation plan - An MOU is waiting to be signed between YG & VG - John met with Shel Graupe (VG), and: <ul style="list-style-type: none"> - confirmed the framework, looked at details, looks at updates of current work - established priorities for the coming year - created an overview of cumulative effects - talked about conformity check ideas – maybe Parties, YESAB, Council...? <p>John will get information to Council when it is ready, anticipates quarterly updates</p>	<p><i>John – has promised to update Council on Implementation plan when info. is ready</i></p>

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<p>Council directs Ron to review the Implementation plan and brief Council. Council should get their comments to Ron as soon as possible.</p> <p>Ian questions John about the possibility of Commissions producing their own Implementation plans John answers:</p> <ul style="list-style-type: none"> - a lot of the Implementation plan did come from the NY land use plan - but it is a principle issues - VG & YG agreed that they would take this on, not the Commission - Despite great advice from the Commissions (this is not disputed), the Governments wanted to take it on - 	<p>(A) Ron to review & brief Council on the NY detailed Implementation plan - done</p>

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<p>John updates Council on the status of Commission Nominees:</p> <ul style="list-style-type: none"> - YG needs a couple more names – 1 to put forward - One name was rejected because the person had a lack of understanding of Trondëk Hwëch'in (TH) culture - The Minister has been very busy lately, but has time now, John will be working on it, should be soon <p>Ron updates Council on the progress of the DRPC start up:</p> <ul style="list-style-type: none"> - YLUPC staff have been distracted of late with the wrapping up & other issues with the PWPC - The Source book is coming together though - He will put together an agenda for the 2 day Commission orientation session - He will work with John & talk to Renee Mayes at TH about their interest in being involved <p>Note: Renee Mayes is leaving her position with TH, this may result in capacity issues within their lands department John has invited Renee to backfill in his shop for Brook Land-Murphy who is leaving</p>	<p>(A) Ron to create agenda for 2 day Commission orientation - done</p>

Agenda Item 5.4: Policies and Procedures

Comment	Action Items
<p>The COLA (cost of living adjustment) policy & wording of the policy needs work. Council agrees that COLA should be applied to each step of the salary range and each step of the salary range updated every year with COLA. Each employee's salary will depend on the step they are at.</p>	

Agenda Item 5.5: Priority Planning Regions

Comment	Action Items
<ul style="list-style-type: none"> - Gerald has been working with the First Nations that attended the workshop on September 17, 2009 (How Planning Regions are Selected) - Ron and Gerald have hand drawn some options for how the Southern Yukon could be divided - A discussion is had on the options <p>Some conclusions:</p> <ul style="list-style-type: none"> - Kaska and White River regions should now be off the table - Champagne Ashihik First Nation, Carcross Tagish First Nation & Teslin Tlingit Council are all ready to plan - Northern Tutchone Region is not ready yet (Little Salmon Carmacks, Selkirk & Nacho Nyak Dun) - Adding regions will only make funding issues worse - Decreasing Southern regions from 4 to 3 could be a good idea - First Nations may have misconceptions about the funding – that approximately 1 million is allocated to each First Nation as opposed to each planning region <p>Doug</p> <ul style="list-style-type: none"> - what is the next step, with whom do we start discussions? - we need a probability chart for the best bet - if we are going to change planning boundaries we need a discussion paper <p>Ron</p> <ul style="list-style-type: none"> - recommends a letter to the Chief & Councils in the southern region, including White River & Kluane - letter should include maps and a short paper, and invite them to a meeting to discuss the maps - feels that all parties need to be in the same room <p>Doug</p> <ul style="list-style-type: none"> - the boundaries of land use planning don't need to correlate with overlap issues - we need to convince the First Nations that land use planning boundaries are just for planning - maybe "overlap" needs a different name...? <p>Jeff</p> <ul style="list-style-type: none"> - suggest "membership" as opposed to "overlap" <p>Doug</p> <ul style="list-style-type: none"> - yes, we need to be cautious about the word overlap in any correspondence - wording suggestion: "invited to a meeting to discuss the planning boundaries of Southern Yukon...we're interested in proceeding on land use planning but there are issues with respect to non settlement lands and other lands that are prohibitive in some areas with the existing boundaries as established...we'd like to have a meeting to discuss the possible changes to some of the boundaries to allow the First Nations of these areas to proceed with land use planning..." and not talk so much about the overlap <p>Ron suggests stressing "your membership in regional planning" as opposed to "boundaries"</p>	

Agenda Item 5.5: Priority Planning Regions

Comment	Action Items
<p>Doug suggests:</p> <ul style="list-style-type: none"> - The map needs to be redrawn - We need to talk to the leaders, they need to be the ones who sit down - We need to produce a short letter saying: <ul style="list-style-type: none"> - Here's the issue - Here's the problems we've encountered - We're at a standstill until you solve them - Offer to facilitate neutrally - Not our issue to argue, but our issue to make them aware of it <p>A discussion is had on how the meeting invitation should proceed: Key points & suggestions:</p> <ul style="list-style-type: none"> - strategic planning and not land use planning is needed at this point - need to talk to the Parties about their options - could write to premier, First Nations and Council of Yukon First Nations (CYFN) - could be brought up at Yukon Forum – all the First Nations are there & can be fairly high level - Council has mandate and authority to recommend boundaries - without the commitment of the Chiefs & leaderships it is hard to move forward <p>Ron</p> <ul style="list-style-type: none"> - already has a letter originally drafted to the Chiefs and Council that could also be sent to the Premier & CYFN as well as a short paper with a problem statement about the issues we need to address, adding that we can't proceed without strategies... <p>Doug</p> <ul style="list-style-type: none"> - we also need to mention that we had initial discussions at our conference and we'd like to facilitate discussions on how to move forward <p>Ron</p> <ul style="list-style-type: none"> - are we initiating a group gathering? And at what level? <p>Doug</p> <ul style="list-style-type: none"> - we need the attention of the Premier & Chiefs in order to get their officials working on it - the workshop was good but the staff level aren't the people we need to reach at this point <p>Council advises Ron to send a letter and follow up with a phone call. Do not propose a meeting at this point, but included in the letter something like "we look forward to your recommendation on moving forward", encourage them to call with questions. This will give us a better sense of where each First Nation is at before a meeting.</p> <p>It was also recommended to get the interest growing at the staff level.</p>	<p>(A) Ron to craft letter as per Doug's suggestions & Council advisement, ready for early Jan. (A) Council staff to begin speaking with First Nations at the staff level on the issues</p>

Agenda Item 5.6: House of Commons Standing Committee on Aboriginals Affairs and Northern Development

Comment	Action Items
<p>Ian Robertson attended the Standing Committee meeting in Ottawa, Monday December 7, 2009</p> <ul style="list-style-type: none"> - 2 other Yukoners present: Steven Mills & Ken McKinnon representing YESAB - the meeting lasted from 11 a.m. – 12:30 p.m. - most Committee members were unfamiliar with how land claims worked - there was limited time to answer questions - the Committee did not understand the need for basic science - the Committee had already heard concerns about the 10 year review - it would have been good if Ian had had some background on the Committee members - the YLUPC document was not able to be presented as it was not translated 	

Agenda Item 6.0: Finance

Comment	Action Items
Nothing to note, everything is on track	

Agenda Item 7.0: Correspondence & Relevant Media:

Comment	Action Items
Council reviews remaining correspondence.	

Agenda Item 8.0: Jeff Hamm Recognition

Comment	Action Items
<p>Doug</p> <ul style="list-style-type: none"> - Thanks Jeff and recognizes all of his hard work - Primarily with the Yukon Atlas - Also helping Ron with the North Yukon and Peel plans - He will be very hard to replace - Thanks Jeff on behalf of the Council, it was great having him on board and hopes to maintain a good business relationship <p>Steve</p> <ul style="list-style-type: none"> - Thanks Jeff as well - Hopefully they will have Jeff back as a contractor - Jeff's information has proven very useful to Steve - Wishes Jeff luck 	

Agenda Item 8.0: Jeff Hamm Recognition

Comment	Action Items
<p>Ian</p> <ul style="list-style-type: none"> - Jeff made a really positive contribution over the years - Ian appreciated his insight and analyses - Wants to reiterate Doug's comment on the Yukon Atlas – it is one of the things the Yukon is missing and has been a significant contribution - It should be submitted to the PIBC (Planning Institute of British Columbia) for consideration for recognition, Ron's help should be enlisted <p>Jeff</p> <ul style="list-style-type: none"> - appreciates all the comments - it has been a tremendous learning experience for him - a great eye opener on the political scene - he is still excited about the Atlas project - he looks forward to future opportunities to work with the Council and others, particularly on the Atlas - Thank you <p>Ron</p> <ul style="list-style-type: none"> - would like to invite Jeff to a Thank You lunch with the Council in February - has been thinking about how much has happened since Jeff came on board - the development of the land use planning process, Terms of Reference, the GUMBI budget process, the scenarios with North Yukon, the PWPC draft planning maps and a lot of other core products for the Council, Commissions and Yukon in general - Thank you. 	

Agenda Item 9.0: Next Meeting/Schedule

Comment	Action Items
Next Regular Meeting: Friday, February 12, 2010	

Meeting adjourned at 12:30 pm.

Approval of Regular Board Meeting #07- 09/10 Minutes – December 18, 2009

By Motion #2, at Regular Board Meeting #08, February 12, 2010.

Chair

YLUPC Secretariat

Date:



YUKON LAND USE PLANNING COUNCIL

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February 12, 2010

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #08, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u> Doug Phillips – Chair Ian D. Robertson – Member Steven Buyck – Member	<u>YLUPC Staff</u> Ron Cruikshank – Planning Director Megan Schneider – Administrator Gerald Isaac – First Nation Policy & Planning Advisor	<u>Yukon Government (YG)</u> John Spicer, Jen Meurer & Renee Mayes - EMR	<u>Delegate/Guest:</u> Jeff Hamm - re: PWPC Carl Blatmann – Teslin Tlingit Council (TTC) Graham Boyd & Roger Brown, Champagne/ Ashihik First Nation (CAFN) Dawna Hope, Nacho Nyak Dun (NND)
Acronyms: TWG – Technical Working Group SLC – Senior Liaison Committee		Action Items: Status indicated is as of next meeting date	

9:10 a.m. Meeting called to order

Agenda Item 1: Agenda	
Comment	Action Items
MOTION # 1: To accept the Agenda for the February 12, 2010 Regular Board Meeting #08, 2009-2010. Moved: Steven Buyck 2 nd Ian D. Robertson All In Favour – Carried	

Agenda Item 2: Review Minutes	
Comment	Action Items
MOTION # 2: To accept the Minutes for the December 18, 2009 Regular Board Meeting #07, 2009-2010 as amended. Moved: Ian D. Robertson 2 nd Steven Buyck All In Favour – Carried	

Agenda Item 3.0: Delegation

Comment	Action Items

Agenda Item 4.0: Director's Report

Comment	Action Items
<ul style="list-style-type: none"> - Ron reports that most items fall under the agenda - It has been a busy time with the shut down of the PWPC office including some down time in regular YLUPC work in order to facilitate moving of furniture & records and merging of space. <p>Steve asks why the PWPC summary is not complete.</p> <p>Ron:</p> <ul style="list-style-type: none"> - loss of the PWPC Senior Planner in December - it should be out in the next week - YLUPC staff does not know the details otherwise 	

5.0: New & Unfinished Business**Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)**

Comment	Action Items
<ul style="list-style-type: none"> - Letter of Understanding (LOU) signed between all Parties - NND, Vuntut Gwitchin First Nation (VG), Trondëk Hwëch'in (TH), Gwich'in Tribal Council (GTC), and YG - Doug expresses his thanks to Ian who attended the meeting on behalf of YLUPC - Everyone seemed please with the LOU - LOU has set a planned and thoughtful timeline - Everyone involved recognizes the Recommended Land Use Plan (RLUP) is complex <p>Ian asks YG if the moratorium on staking in the Peel region is to set a policy precedent for future plans</p> <ul style="list-style-type: none"> - John answers that no – it is not precedent setting, there is no policy to do this in the future - Policy issues will be dealt with on a case by case basis <p>Ian asks YG & NND what has been accomplished so far on the review process within their organizations:</p> <ul style="list-style-type: none"> - Jen (YG) answers – that presentations have been made to group - Subcommittees have been developed and meetings scheduled - The process has been well defined, it has begun in some departments and is ready to begin in others <ul style="list-style-type: none"> - Dawna (NND) answers – they are at the same position as YG – they have begun working on it already 	

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<ul style="list-style-type: none"> - Doug comments that YLUPC has contracted Jeff Hamm to review the document and has found his report to be a very readable document. - John comments – right now everyone is still reading the RLUP, more internal work is needed before communicating with other governments – the agreement was that the review would be collaborative where possible, but they are not ready for that stage yet - Letters coming in from various organizations regarding the staking withdrawal have been mostly positive - John will forward a letter they received from the Chamber of Mines <p><u>Variance Report</u></p> <ul style="list-style-type: none"> - PWPC are over 5% on their professional services - nothing can be done about it at this point, it is the end of the project and the work needs to get done - Ian is concerned that the legacy left here is that no deadlines are met and there is no accountability that matters - This needs to be fixed for Dawson, rules need to be set down and followed - The Senior Planner must be someone with project management skills - All Commission members need to be aware of the rules and target dates - The 5% rule is good but not always practicable - Recommended that Project Management training should be required - What tools do we have to keep the Commissions on time? - In future, if the 5% rule is anticipated to be broken, there needs to be advance communication and permission sought <p><u>Workplan & Budget</u></p> <p>Council discusses the main problems with this workplan & budget:</p> <ul style="list-style-type: none"> - time and funding allocated for a contractor to revise the plan is understated - we won't know how much is required until the parties come back with comments in December 2010 <p>Council agrees not to approve this workplan & budget & directs Ron to work with the Parties on a new realistic budget.</p> <p>Doug asks Jeff Hamm if he has anything to add:</p> <ul style="list-style-type: none"> - \$30,000 may be enough if the comments from the Parties are well defined - there should be a step between comments & commission response - TWG & SLC should refine a plan to deal with them (the comments) - PWPC should be concerned with the defensibility of their position - In future, YLUPC should make sure planning principles are well stated at the beginning of the process 	<p>Lessons Learned</p> <p>(A) Ron to work with Parties on new realistic budget & workplan</p> <p>Lessons Learned</p>

Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)

Comment	Action Items
<p>Council discusses Jeff's review of the RLUP</p> <ul style="list-style-type: none"> - agrees that the review was very readable and helped them better understand the plan itself - it was a fair criticism and not a condemnation - has identified some very valid gaps - an excellent critique at the Council level - good advice on how to fix without stating conclusion - Jeff's document should be distributed to the working group & possibly the SLC - Ron should go through, retrieve the key points and get this document into the process early <p>Ron suggests he create approximately 2 pages of substantive notes from Council as with the Draft land use plan</p> <p>Council directs Ron to create the 2 pager suggested and attach to Jeff's review, stating that Council commissioned this document, and endorses its position. Should be done in the following week & distributed to the Parties & Commission members. For internal groups only.</p> <p>Jeff agrees to his paper being distributed as is.</p>	<p>(A) Ron to write 2 pages of substantive notes to be attached to J.Hamm's review & distributed to Parties & PWPC next week</p>

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<p><u>Implementation</u></p> <ul style="list-style-type: none"> - Ron hasn't been through the implementation plan in detail yet - there have been some requests for information - John reports that VG & YG are meeting today - John and Renee answer some of Ian's concerns - Doug notes that any press releases related should always note that it was the NY plan that drove the work in order to promote the understanding that planning is important and does have results - Making plans is an investment in future decision making 	

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
John reports that the new Minister of EMR needs to be briefed regarding the status of membership	

YLUPC Minutes – February 12, 2010 Regular Board Meeting #08, 2009-2010 Page 5 of 8

Agenda Item 5.4: Priority Planning Regions

Comment	Action Items
<p>and the arguments for them</p> <p>Council</p> <ul style="list-style-type: none"> - dividing into smaller groups is a budget issue - First Nations who want to plan need to complete the criteria checklist then come back to Council with their commitment in writing from their Chief - First Nations should also start looking for Commission members as soon as possible – it can take 6 – 12 months 	

Agenda Item 6.0: YLUPC 2010 -2011 Workplan & Budget

Comment	Action Items
<p>Discussion of the proposed Workplan and Budget:</p> <p>(A): Ron to re-craft section of workplan regarding the Stakeholder meeting</p> <p>(A): Ron has just been asked by YG about assistance with the North Yukon Implementation plan – will re craft that section of the workplan</p> <p>(A): Ron will add work on a Records Management plan to the workplan</p> <p>Council directs Ron to make the above adjustments to the YLUPC Workplan and Budget and to the PWPC Workplan and Budget to be approved at a Special Meeting by Conference Call next week.</p> <p>Council would like clarity on the new rule in the funding agreement stating the Council may not seek outside funding. This could affect the Planning Atlas which was established primarily with outside funding.</p>	<p>(A) See Comment section</p> <p>(A) Ron to seek clarity on new rule in Funding Agreement re: outside funding</p>

Agenda Item 7.0: Council Re-appointments

Comment	Action Items
<ul style="list-style-type: none"> - Steve advises that he will likely be finishing his term in August. - Shirlee Frost has been nominated by the Council of Yukon First Nations to replace him. - Doug and Ian were both contacted and both agreed to let their names stand for another term. - It was suggested by YT that Steve consider stepping down early so that all three appointments could be renewed at the same time. He refused based on his opinion that it was not a good idea because continuity of knowledge could be lost if that were the case and staggered appointments are to help with this issue - Doug and Ian agree with Steve 	

Agenda Item 8.0: Finance	
Comment	Action Items
<u>Variance Report</u> Ian questions low spending on library/subscriptions, feels it should be part of our goal to maintain a good library to educate staff Organizing the library could be a training position for a student or someone from the communities Ron may try to tie this into Records Management Council directs Ron to look into the low spending & possible connections with Records Management	 (A) Ron to look into low spending on library & possible ties to Records Management

Agenda Item 9.0: Correspondence & Relevant Media:	
Comment	Action Items
Council reviews remaining correspondence	

Agenda Item 10.0: Human Resources: Sr. Planner Hiring & Administrator Maternity Leave	
Comment	Action Items
<u>Administrator</u> <ul style="list-style-type: none"> - The Senior Financial Administrator will be going on Maternity leave at the end of April - Ron has suggested that Heidi Faulds who was the administrator for the PWPC backfill for her - Council agrees to this arrangement <u>Senior Planner</u> <ul style="list-style-type: none"> - Ron needs a hiring committee, he has asked Gerald Isaac, First Nations Policy & Planning Advisor to help and would request a Council member. - Doug suggests Ian. - Ian agrees, noting that his workload is heavy this time of year and would prefer that Ron prepare short lists for him 	

Policies & Procedures Working Session	
Comment	Action Items
MOTION # 3: To amend the COLA policy as follows:	

Policies & Procedures Working Session

Comment	Action Items
<p>COLA – Cost of Living Adjustment. The adjustment will be based on the Whitehorse annual consumer price index percentage change from the previous year. The adjustment shall be applied to each step for each position annual on April 1st.</p> <p>Moved: Ian D. Robertson 2nd Steven Buyck All In Favour – Carried</p>	

Agenda Item 11.0: Next Meeting/Schedule

Comment	Action Items
<p>Next Regular Meeting: Monday, March 22, 2010</p> <p>Special meeting to approve YLUPC & PWPC 2010-2011 Budgets & Workplans: February 18, 2010 10:30 a.m. by Teleconference</p>	

Meeting adjourned at 4:20 pm.

Approval of Regular Board Meeting #08 - 09/10 Minutes – February 12, 2010

By Motion #2, at Regular Board Meeting #09, March 22, 2010.

Chair

YLUPC Secretariat

Date:



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February 18, 2010

Special Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Special Meeting to approve PWPC & YLUPC Workplans & Budgets
 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u> Doug Phillips – Chair Ian D. Robertson – Member Steven Buyck – Member		<u>YLUPC Staff</u> Ron Cruikshank – Planning Director Megan Schneider – Administrator	

Acronyms: TWG – Technical Working Group
 SLC – Senior Liaison Committee

Action Items: Status indicated is as of next meeting date

10:45 a.m. Meeting called to order

PWPC Workplan & Budget	
Comment	Action Items
Council discusses. <ul style="list-style-type: none"> • Workplan should reflect that this is only an assumption of the work that may be involved • A summary document should also be prepared <p>MOTION # 1: To recommend the PWPC Workplan & Budget as revised to include a contingency for professional planning services of 25 days and a public summary document in the amount of \$25,000.</p> <p>Moved: Ian D. Robertson 2nd Steven Buyck All In Favour – Carried</p>	

YLUPC Workplan & Budget

Comment	Action Items
<p>Council discusses changes to workplan:</p> <ul style="list-style-type: none"> - Budget: \$3,000 moved from Communication to Records management, no change to bottom line - North Yukon Implementation work is under the assumption of no budget implications & minor workload <p>Council discusses changes to Funding Agreement by YG</p> <ul style="list-style-type: none"> - more information is needed on new rule about no outside funding allowed - a letter should be written to YG about how outside funding allowed YLUPC to create the Planning Atlas and the excellent results from it - letter should be copied to the Parties <p>MOTION # 2: To recommend the Workplan and Budget as amended</p> <p>Moved: Ian D. Robertson 2nd Steven Buyck All In Favour – Carried</p>	<p>(A) Ron to craft letter to YG on outside funding</p>

Meeting adjourned at 11:45 am.

Approval of Special Meeting 09/10 Minutes – February 18, 2010

By Motion #3, at Regular Board Meeting #09, March 22, 2010.

Chair

YLUPC Secretariat

Date:



YUKON LAND USE PLANNING COUNCIL

201 - 307 Jarvis Street, Whitehorse, Yukon Y1A 2H3
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March 22, 2010

Regular Board Meeting Minutes

YLUPC Board Room, 307 Jarvis Street, Whitehorse

Meeting #09, 2009-2010

In Attendance			
<u>Yukon Land Use Planning Council (YLUPC)</u> Doug Phillips – Chair Ian D. Robertson – Member Steven Buyck – Member	<u>YLUPC Staff</u> Ron Cruikshank – Planning Director Megan Schneider – Administrator Gerald Isaac – First Nation Policy & Planning Advisor	<u>Yukon Government (YG)</u> John Spicer & Renee Mayes - EMR	<u>Delegate/Guest:</u> Glen Lamerton – Tr'ondëk Hwëch'in (TH)

Acronyms: TWG – Technical Working Group
SLC – Senior Liaison Committee

Action Items: Status indicated is as of next meeting date

9:10 a.m. Meeting called to order

Agenda Item 1: Agenda	
Comment	Action Items
MOTION # 1: To accept the Agenda for the March 22, 2010 Regular Board Meeting #08, 2009-2010 as amended Moved: Steven Buyck 2 nd Ian D. Robertson All In Favour – Carried	

Agenda Item 2: Review Minutes	
Comment	Action Items
MOTION # 2: To accept the Minutes for the February 12, 2010 Regular Board Meeting #08, 2009-2010 as amended. Moved: Ian D. Robertson 2 nd Steven Buyck All In Favour – Carried MOTION # 3: To accept the Minutes for the February 18, 2010 Special Board Meeting, 2009-2010 as written. Moved: D. Robertson 2 nd Steven Buyck All In Favour – Carried	

Agenda Item 3.0: Delegation

Comment	Action Items
Glen Lamerton, TH – here as an observer	

Agenda Item 4.0: Director's Report

Comment	Action Items
<p>Ron reports that most items will be covered in the Agenda</p> <p>Ron reports that he did a presentation to Council of Yukon First Nations (CYFN) on Climate Change</p> <ul style="list-style-type: none"> - Ian requests a copy of the presentation - Ron felt he was able to give a clear understanding of Land Use Planning at the presentation - Ron pointed out during presentation that it shouldn't be up to commissions to decide how resources will affect climate change (as was done with coal in the Peel), it should be a matter of government policy - Ian notes that it may be appropriate to bring this up with the Dawson Regional Planning Commission (DRPC) 	<p>(A) Ron will provide Ian with a copy of his presentation</p> <p>DRPC note</p>

5.0: New & Unfinished Business**Agenda Item 5.1- Peel Watershed Planning Commission (PWPC)**

Comment	Action Items
<p><u>YLUPC Comments on PWPC Recommended Land Use Plan (RLUP)</u></p> <ul style="list-style-type: none"> - Ron has forwarded Jeff Hamm's technical comments to the PWPC TWG members - Ron has drafted the cover letter with Council's comments for review - Council discuss the draft letter and direct Ron to make some changes <p><u>Variance Report</u></p> <ul style="list-style-type: none"> - Professional services is over by more than 5%, this is mainly due to poor budgeting, the costs associated with the RLUP and the Summary document should have been budgeted & coded under Planning instead - YLUPC staff have worked with YG to create more appropriate budgeting systems reflected in 2010/2011 <p><u>Workplan & Budget</u></p> <ul style="list-style-type: none"> - The PWPC budget has been changed back to \$30,000 only, it is an inadequate amount and should be reviewed. 	<p>(A) Ron to make changes as directed to Council</p> <p>Comments on PWPC RLUP</p>

Agenda Item 5.2: North Yukon Planning Commission (NYPC)

Comment	Action Items
<u>PIBC Nomination</u> <ul style="list-style-type: none"> - Council discusses the idea of nominating the NYPC Regional plan for an award from the Planning Institute of British Columbia (PIBC) - It is agreed to postpone the nomination until the plan has proven itself through implementation <u>Implementation Plan</u> <ul style="list-style-type: none"> - Ron has yet to go through the Implementation plan in detail but will get his comments to Council by the end of the week 	<p>(A) Ron to review Implementation Plan and have comments to Council by end of week</p>

Agenda Item 5.3: Dawson Regional Planning Commission (DRPC)

Comment	Action Items
<u>Progress on Nominations</u> <ul style="list-style-type: none"> - John reports that the Minister has promised to speak to the TH Chief as soon as possible - John continues to push the message (at his level) that this needs to happen - John advises Council that they could use their influence and help by contacting the Minister directly <u>Progress on Prep for Commission start-up</u> <ul style="list-style-type: none"> - John encourages Council to continue working on prep work so we're ready to go as soon as the Commission is appointed - Council discusses the document prepared by Christine Spinder regarding the first Commission meetings and propose certain changes, Ian will share his comments with Ron - Council agrees with Ron's suggestion that a full day meeting with TH happen to go over this information before the Commission meets <u>Lessons Learned</u> <ul style="list-style-type: none"> - Ron discusses the Lessons Learned document with a focus on the Issues & Interests <u>Source Book</u> <ul style="list-style-type: none"> - Ron informs Council that the Source Book layout is complete, only a few errors to correct and it is ready to be printed - Council had hoped the Source book would be done by now and encourages Ron to move quickly 	<p>(A) Ian will share his comments with Ron re: Christine Spinder's document</p> <p>(A) Ron to arrange meeting with TH before DRPC meets</p> <p>(A) Ron to move quickly on finishing Source Book</p>

Agenda Item 5.4: Priority Planning Regions

Comment	Action Items
<p>Ron reports:</p> <ul style="list-style-type: none"> - Champagne Aishihik (CA) staff have indicated that they would like to be their own planning region - Carcross Tagish (CT) has indicated they would choose to be a part of Whitehorse 	

Agenda Item 5.4: Priority Planning Regions

Comment	Action Items
<ul style="list-style-type: none"> - CA & CT positions are not official - Teslin (TTC) has indicated by official letter they would like to continue their planning region as it began, without CT, believing they have more than 70% of their plan complete <p>Council discusses the First Nation positions, their effect on the regional planning boundaries and the budget implications. It is decided that a strategy is required.</p> <ul style="list-style-type: none"> - Ron should prepare briefing notes for each Southern First Nation - outlining their level of preparedness and implications involved with planning in their region including funding - We need to talk to the Parties about changing the boundaries – this requires a strategy <p>Council directs Ron to write letters to:</p> <ul style="list-style-type: none"> - CT: to try and get an official position from them stating they want to plan with the Whitehorse region - TTC: to try and get them to talk to CT about agreement on boundaries - Letters to request a 60 day time limit on the requested response 	<p>(A) Ron to prepare a briefing note on each Southern First Nation</p> <p>(A) Ron to write letters to CT & TTC as described</p>

Agenda Item 5.5: Conference Board of Canada: Review of Northern Regional Planning

Comment	Action Items
<p>Stephen Kennet joins by teleconference</p> <p>Mr. Kennet has been commissioned by the Conference Board of Canada – an independent, non partisan group, to create a paper on Land Use Planning in the North and how to improve it. A big part of his work will be accomplished through interviews, trying to find out what is working and what is not, focusing on development, approval and implementation. There will be a conference and presentation including a panel discussion in Whitehorse once the paper is finalized which is anticipated to be by the end of the summer with publication of the document by the Conference Board of Canada in November.</p> <p>Mr. Kennet is interested in interviewing someone from YLUPC as well as looking for guidance on who else he should contact for interviews. No quotes will be used and nothing attributed to the interviewees. Mr. Kennet will also be circulating draft documents to all of those spoken to prior to release.</p> <p>Mr. Kennet's background for this project:</p> <ul style="list-style-type: none"> - he was approached by Peter Wilson - has worked for research companies out of the University of Calgary - did some contract work in the Yukon and NWT - did a lot of work on Land Use Planning in Alberta - working with an institute in Calgary on Land Use Planning for several years in Calgary - is now on retainer with the government of Alberta for the Land Use Planning Secretariat <p>Council discusses Mr. Kennet's requests.</p> <p>Council directs Ron to look over his list of contacts & do the interview but should not spend too much time on it.</p>	<p>(A) Ron to review Mr. Kennet's list of interviewees and</p>

Agenda Item 5.5: Conference Board of Canada: Review of Northern Regional Planning**Comment**

Council will request a free copy of the final published document. Alternately, EMR should be able to provide one as the department of Economic Development has bought into the project as a partner.

Action Items

participate in the interview.

Agenda Item 6.0: Finance**Comment**Draft Financial Agreement**MOTION # 4:**

That the Chair of the YLUPC be authorized to sign the Transfer Payment Funding Agreement with Yukon for the 2010-2011 Workplan and Budget as amended.

Moved: Ian D. Robertson 2nd Steven Buyck All In Favour – Carried

Variance Report

- Ian questions the low use of Library funds

Appointment of Auditor**MOTION # 5:**

That McKay & Partners be appointed as auditors for the 2009-2010 fiscal year.

Moved: Ian D. Robertson 2nd Steven Buyck All In Favour – Carried

- Ian suggests a multi year contract with the Auditors
- Council directs Ron to create a Request for Proposal (RFP) for an Auditor (for future years)

Action Items

(A) Ron to create a RFP for an Auditor

Agenda Item 7.0: Correspondence & Relevant Media:**Comment**

Council reviews remaining correspondence

Action Items**Agenda Item 8.0: Human Resources: Sr. Planner Hiring & Administrator Maternity Leave****Comment**

IN CAMERA

Action Items

Agenda Item 11.0: Next Meeting/Schedule**Comment****Action Items**

Next Regular Meeting: Friday, April 30, 2010

Meeting adjourned at 1:30 pm.

Approval of Regular Board Meeting #09 - 09/10 Minutes – March 22, 2010

By Motion #2, at Regular Board Meeting #01 – 10/11, April 30, 2010.

Chair

YLUPC Secretariat

Date: