



**2022-2023 Meeting #3 December 9, 2022**  
**Yukon Land Use Planning (New) Boardroom**  
**MINUTES**

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**Participants**

**Council:** Neil Salvin (Chair), Lois Craig (Member), Tess McLeod (Member).

**Staff:** Tim Sellars (Director), Michelle Christensen (Administrator and minute taker), Sam Skinner (Senior Land Use Planner - zoom) and Joe Copper Jack (Consultant - zoom).

**DRPC:** Nicole Percival (Senior Land Use Planner - zoom).

**Guests via zoom:** Jocelyn McDowell (Land and Resource Planner YG - zoom), Kathleen Zimmer (Implementation Fiscal Advisor, YG - zoom).

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The meeting was called to order at 9:02am.

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**1.0 Review Agenda**

Addition: COLA and auditor appointment (Tab 4).

**Motion 2022-12-01: To approve the Agenda as amended.**

**Moved by Tess McLeod**

**Seconded by Lois Craig**

***Motion Passed***

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**2.0 YLUPC Minutes (Tab 1)**

Council reviewed the September 29, 2022 (Meeting #2) Minutes and no changes were identified.

**Motion 2022-12-02: To approve the Minutes from Meeting #2, September 29, 2022 as presented.**

**Moved by Lois Craig**

**Seconded by Tess McLeod**

***Motion Passed***

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### **3.0 Director and Chair Reports (Tab 2)**

#### **Director's report:**

- Dawson Plan:
  - Feedback to Parties due Dec. 20.
  - Stantec Review was helpful.
  - Nicole will give update later in agenda.
- YLUPC staff/Council have had productive meetings recently regarding the advancement of land use planning with:
  - YG Minsters Streicker and Clarke
  - CTFN
  - Teslin Tlingit Council
  - Ta'an Kwäch'än
  - CYFN
  - YESAB
- Office move:
  - December 16<sup>th</sup> is moving day and staff will be back up in operation in the new office December 19<sup>th</sup>.
- Xmas open house:
  - Tuesday December 20<sup>th</sup> 3-6pm.

Action 2022-12-01: Staff to advertise YLUPC Xmas open house on website, FB page and send email invites out to contractors and contact list (no ad in the paper).

- Upcoming meetings:
  - January YESAB Cumulative Effects series – 4 meetings, 1 per week.
  - First Nation (FN) land and resources managers have invited staff to one of their regular meetings on January 12, 2023.
  - January FN Leadership meeting – possibility for YLUPC to attend and present.
  - Leads meeting postponed to January 10.
  - Tentative meeting with Kwanlin Dün in the New Year.
  - CYFN open house next week (Dec. 13).

Action 2022-12-02: Staff to reach out and let the Leads know that the January 2023 Leads meeting could take place in the new YLUPC boardroom (Jocelyn made note).

- Future planning regions:
  - NND wants to move forward and are working on Terms of Reference and boundaries with YG.
    - Jocelyn noted that YG is working through a draft MOU – it is comprehensive, contains a lot of legal language, and is based on the Dawson work.

- Council discussed the importance of pre-planning while we have the opportunity.
- The Teslin Tlingit Council is working on a transboundary agreement related to B.C. interests.
- CTFN has done a lot of preplanning work. They would like to see a transboundary plan that includes B.C.
- Ta'an is interested in getting planning underway soon in the Whitehorse area, with Kwanlin Dun.
- Finance at Aboriginal Relations suggest allocating funds for only one planning commission for 2023-24 due to the complexities associated with each planning region.

Action 2022-12-03: YLUPC staff will send Jocelyn McDowell a draft GANTT chart outlining future planning regions for review prior to presenting to CYFN.

#### **Chair's Report:**

- January will be busy with meetings.
  - Momentum for land use planning is on the upswing – FNs are seeing the benefits of getting it done.
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#### **4.0 Dawson Region Update (Tab 3)**

##### **DRPC Update – Nicole**

- Dawson Commission met on December 6.
- Charlotte is leaving her position with the Commission: the Commission will put off hiring a replacement for the moment and will re-evaluate in Feb/March. A contractor can be hired in the meantime if necessary.
- Commission approved the 2023-24 workplan and budget without issue.
- Dec. 7 Party Engagement event was a great success.

##### **Discussion**

- A member asked if conducting conformity checks until the Plan is approved may become an issue for DRPC staff.
  - Nicole said that the Commission is conducting consistency checks on activities happening in SMAs, and permanent dispositions, and areas that are identified as culturally sensitive, and that it has been manageable. Consistency checks involve highlighting values and special management directions that apply in areas where work is proposed.

#### **DRPC Preliminary Budget 2023-24**

- The budget was difficult to write because of uncertainty around the plan approval process and the Commission's ongoing role.
- The Commission will not hold working sessions or public meetings (unless necessary) June-Sept because of seasonal Commission member obligations.
- Priorities: final recommended plan, a plain language summary and possibly other material. Parties will have to consult on a final recommended plan, and that consultation will need support.
- Ongoing commission model – a jurisdictional review around Canada could help with this.
- Yukon River Corridor planning (the River Summit) is part of next year's budget. Meetings with affected FNs and stakeholders is slated for 2024-25.
- Website maintenance – need to keep the site alive but not sure if the Commission will continue to exist.
- Other work: talk about Dawson's experience to other FNs and develop new ways to communicate the plan, such as a user guide.

#### Discussion

- Do the Parties agree with DRPC working on subregional plans?
  - Comments from affected FNs and TH seem favourable for an ongoing commission, but there has been nothing lately from the Parties on subregional planning.
  - DRPC has no appetite to wait for other regions to finish planning before starting on Yukon River subregional planning – they'd like to complete the Dawson portion of the Yukon River Corridor, however, they would like to see the river eventually managed as a single entity.
  - Plan implementation is impacted by Yukon River Corridor subregional planning.
- Dawson work plan could state why sub-regional planning should fall to the commission
- The statement regarding funding from other sources through grant applications is not necessary.
- Cumulative effects work should be included in the work plan.
- Budget assumes 2 staff for 2023-4.
- A Council member expressed concern with timing of work plans. I.e., the work plan and budget has already been approved by DRPC and Council is only reviewing it now.
- DRPC will consider YLUPC suggestions and make amendments.
- DRPC will invite TH, YG, and YLUPC to workshop consistency checks with YESAB.
- DRPC will edit 2023-24 Workplan introduction to include why DRPC is continuing for another year and requires funding. Nicole to bring any substantial YLUPC edits to the DRPC 2023-24 Workplan and Budget to the DRPC for approval.

- Copper Joe encouraged the Commission to consider indigenous knowledge when hiring a replacement land use planner, as a way to fulfill IPTK recommendations.
  - Council responded that they're aware of the gap and would like to fill it.
- A Council member asked if the Parties agreed with the funding estimate put forth in August for \$400k for Dawson for 2023-24.

Action 2022-12-07: Tim to re-send Kathleen the email estimating that the amount requested from Canada for DRPC for 2023-24 is \$400k.

- Kathleen clarified that it is up to Canada to provide the funds, but that she thinks the request will be approved, as the money is there.
- A Council member suggested that it would be prudent for YLUPC and/or DRPC to seek support from YG and TH in the interests of funding security.
- Kathleen said last year's budget was approved without question. The approval process requires the departments of Energy Mines and Resources and Environment to review the workplan and budget and for TH to also approve – she doesn't expect there to be any issues unless the Commission comes forward with something very different.

Motion 2022-12-03: To recommend the DRPC Preliminary Work Plan Budget 2023-24, with consideration of suggested edits, and submit to YG.

Moved by Neil Salvin

Seconded by Tess McLeod

*Motion Passed*

### **Dawson Plan Review and YLUPC Feedback to Parties**

(deferred to in camera)

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## **5.0 YLUPC Finances (Tab 4)**

### **COLA (Cost of Living Adjustment)**

The proposed COLA for this year is 3.3%, based on 2021 Yukon Bureau of Statistics for Whitehorse. Tim asked Council to consider whether the rate is fair to staff given 2022 annual inflation rate which hovers closer to 8-10%:

- Adjustments are always 18 months behind and don't come into effect until the new budget is approved.
- Policy doesn't say what the process is, just that COLA increases will be made.
- Would be a guessing game without the statistics.
- Could be something to factor into the salary review.
- Council asked YG how they deal with COLA:

- Kathleen advised that most collective agreements are not keeping up, and that you have to consider your own policies and procedures.

Action 2022-12-08: YLUPC 2023-24 budget adjustments for wages could be made if something helpful comes out in the interim from YG negotiations on wages.

### **YLUPC Preliminary Budget 2023-24**

- \$738k (version 1) is YG's target amount.
- \$791k (version 2) is based on the work plan and needs of the Council – it is higher because of additional funds required for an on the land workshop and the preplanning work required for additional planning regions, as well as the shift to an indigenous planning approach.
- It is possible to rollover funds from year to year - the 2022-23 budget was \$720k and \$40k was carried forward from the previous year totalling \$760k.
- Better not to roll funds over for long term funding security.
- Funds are allocated for an indigenous planner position for 2023-24 as well as Copper's contract.
- Line items for GIS, subscriptions, licenses were discussed.
- Might be able to reduce computer support fees by moving to a new IT company, however it wouldn't be local.
- Kathleen pointed out that YG's funding comes from the UFA which was signed in '93. In 2014 funding amounts were decided by all 3 signatories to the UFA – Canada YG and FN's. Funding will be reviewed in 2023-24 – Canada likely won't give more than is required before the review takes place. YLUPC will be consulted on the review. YG doesn't determine how much they receive.
- YLUPC submits the budget to YG by Dec. 15 and on February 15 a final budget is provided to Government.

### **Workplan**

- Priorities:
  - YLUPC will continue to support Dawson.
  - Advancing LUP is priority – preplanning, engaging FN's, new Terms of Reference.
  - Indigenous Planning.
  - On the land workshop - details need to be fleshed out.

Action 2022-12-09: Tess to provide Tim with wording specific to indigenous planning for 2023-24 YLUPC workplan.

Action 2022-12-10: Lois to provide Tim with edits to 2023-24 YLUPC workplan regarding MOU development, conformity checks, LUP workshops and policy.

Motion 2022-12-04: To accept and approve the YLUPC Preliminary Work Plan and Budget (\$791k) 2023-2024 with suggested amendments and submit to YG.

Moved by Lois Craig

Seconded by Tess McLeod

*Motion Passed*

Motion 2022-12-05: To accept and approve the Cost of Living Allowance increase of 3.3% to be applied to YLUPC staff salaries effective April 1, 2023.

Moved by Neil Salvin

Seconded by Lois Craig

*Motion Passed*

Motion 2022-12-06: To appoint Crowe Mackay LLP as auditor for the 2022-2023 fiscal year.

Moved by Neil Salvin

Seconded by Tess McLeod

*Motion Passed*

### **Financial Statements**

- Expenditures are well within the revised budget.
- Noted the importance of spending down the budget as much as possible by the end of the fiscal year.

### **Policy and Procedure Changes**

1. Reduce the petty cash from \$500 to \$100.
2. Shift timesheet deadline to month end
3. Adopt a new cell phone policy

Motion 2022-12-07: To adopt changes as presented to the Policies and Procedures.

Moved by Lois Craig

Seconded by Neil Salvin

*Motion Passed*

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## **6.0 Indigenous Planning & Traditional Knowledge (Tab 5)**

### **IPTK Terms of Reference**

(deferred to in camera discussion)

### **February Workshop Proposal to Nov. 30**

Copper Joe brought forward an indigenous planning workshop proposal:

- Most workshops like these are 3 days not 2.
- A range of indigenous knowledge holders will be there.
- Minimum have worked with in the past is 8 – we will have 5.
- Intention is to help implementation of Ch. 11 before the Boards and Committees workshop.
- Council, planners and staff need to come up with 10 questions for the elders around the grey areas of Ch. 11. For example: what is the meaning of land relationship planning? How did long ago people define the word planning? What does traditional land management mean?
- 3 things to consider in order to plan the workshop:
  - 1) what do you hope to achieve
  - 2) what do you wish to learn from indigenous knowledge holders, and
  - 3) what are the obstacles you see.
- Knowledge holders who can answer those questions will be sought out.
- 5 questions will be addressed per day, depending on the size of the group.
- What We Heard report will be written.
- Protocols can be developed from this workshop, or dovetailed from previous workshops held (e.g. Cultural Tourism Association).
- 3 approvals needed
  - 1) consent for them to share knowledge
  - 2) to approve initial draft of What We Heard and
  - 3) final draft.

#### Discussion

- Is it possible to adopt protocols from other parties' workshops?
  - Copper clarified with permission it can be used (Cultural Tourism Association as well as other groups).
  - A relationship building workshop will be held late January involving BC, Yukon, GNWT and affected FNs, which may hold potential for shared protocols.
- Copper clarified that the intent is to gain understanding about the land in a stewardship framework. Water is key – water is life. Water links various projects.
- Copper spoke about how his model is being applied and was recognized at the One Health G-7 conference.
- The indigenous approach to planning is by watersheds and ecosystems.

Action 2022-12-11: Tess/Tim to work with Copper to ensure that the February Indigenous Planning and traditional knowledge workshop builds on and applies the information from the other workshops that Copper is running. This should be complimentary to and not duplicating the work Copper Joe is doing other groups.



## **7.0 Correspondence and Media (Tab 6)**

- Council questioned why it has taken so long to receive Canada's September response to the Council's Recommendations. Relationship building is important.

Action 2022-12-12: Tim to follow up with Lisa Hutton on scheduling a meeting as follow up to Canada's September letter to the Council regarding advancing land use planning.

- Minister Clarke was on the radio announcing that the Beaver River Land Use Plan would be finalized in 2023.
  - YG staff noted that there has been no progress on the Beaver River plan.

Action 2022-12-13: YLUPC staff to monitor updates on the Beaver River Land Use Plan and provide to Council. Tim to raise the issue with YG at the working level.

- A Council member noted there was a CBC interview with the Premier from Yukon Days in Ottawa re. land use planning – Tim is obtaining the transcripts.
- Tim credited Charlotte with tracking many of the news stories in the correspondence package.

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## **8.0 Roundtable**

- Jocelyn shared that the upcoming vacancy on the YLUPC is now advertised – mid-February is the deadline for expressions of interest. If Council has ideas on who would suit the role they can encourage them – should be someone with good knowledge of policy and planning. The position needs to be filled by May.
  - Lois noted the process can take between 3 and 9 months.
  - Perhaps the process could be expedited - Neil noted it took 6 months for his position to be processed.

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## **9.0 Next Public Meeting**

Action 2022-12-14: Kathleen Zimmer to confirm with Tim whether **February 15** is the date by which final workplans and budgets are due to YG.

Next public meeting February 3, 2023 (to allow time to provide feedback to Dawson Commission on final budget and work plan before they approve it).

Motion 2022-12-08: To appoint Neil Salvin as YLUPC Chair from January 1, 2023 to March 31, 2023



Moved by Lois Craig  
Seconded by Tess McLeod  
*Motion Passed*

Motion 2022-12-09: To adjourn the public portion of the December 9, 2022 YLUPC Meeting #3.

Moved by Lois Craig  
Seconded by Tess McLeod  
*Motion Passed*

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Approval of Regular Board Meeting Minutes #3 2022-23 by Motion # 2 at Regular Board Meeting #4 2022-23.

  
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YLUPC Chair

February 3, 2023

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Date

Tim Sellars  
\_\_\_\_\_  
YLUPC Director

February 9, 2023

\_\_\_\_\_  
Date

**Signature:**   
**Email:** tim@planyukon.ca