



2022-2023 Meeting #1 July 29, 2022
11:00 am -12:00 pm
Kwanlin Dun Cultural Centre – Artists Studio
(and via Zoom Webinar)

Participants

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

Staff: Tim Sellars (Director), Joe Copper Jack (Senior Policy and Planning Coordinator), Michelle Christensen (Administrator and minute taker), Heidi Hansen (Senior Financial Administrator, via zoom)

Dawson Regional Planning Commission (DRPC) staff: Charlotte Luscombe (acting Senior Planner, via zoom)

1.0 Appointment of Chair

The meeting was called to order at 11:00am.

Council made a motion to retroactively appoint Lois as Chair, given that her term went until May 31, 2022, and there was no public meeting prior to that meeting.

Motion 2022-01: to appoint Lois Craig as Chair from June 1, 2022 to July 31, 2022.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus

Another motion was made to appoint a Chair for the current period.

Motion 2022-02: to appoint Lois Craig as Chair from August 1, 2022 to September 16, 2022, and Neil Salvin as Chair from September 17, 2022 until December 31, 2022.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus

Council also appointed a Vice-Chair to act for the Chair in the event of the Chair's absence.

Motion 2022-03: to appoint Neil Salvin as Vice-Chair from August 1, 2022 to September 16, 2022, and Lois Craig from September 17, 2022 to December 31, 2022.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus



2.0 Review Agenda

The key objective for today is to meet key administrative requirements, including approval of the Annual Report and Audited Financial Statements.

Motion 2022-04: to approve the Agenda, as amended.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus

3.0 Delegation

Charlotte Luscombe is in attendance as the acting Senior Planner for the Dawson Region. She will be available to provide a short summary of the Dawson region annual report and answer any questions.

4.0 YLUPC Minutes (Tab 1)

Council reviewed the February 11, 2022 minutes and the following changes were identified:

- 5.2, 1st bullet: replace “stakes” with “mineral claims”.
- 5.2, last sentence to read: “...from future staking, in the Peel region, YG indicated...”
- 5.3 2nd bullet to read: “... next steps of the IPTK committee to produce the November Gathering’s Proceedings, Themes and Actions”.

Action 2022-01 – Tim will follow up on whether an Order in Council is in place to remove protected areas from mineral staking in the Peel region.

Motion 2022-05: to approve the Minutes from February 11, 2022, as amended.

Moved by Tess McLeod

Seconded by Neil Salvin

Passed by Consensus

5.0 Director’s Report (Tab 2)

Tim Sellars presented highlights from the Director’s report:

- Tim was very pleased to be attending the meeting as the new YLUPC Director and noted that Ron Cruikshank did a great job orienting him to the position.
- He provided updates on the DRPCs latest work on the Plan and other products.
- The Council will be providing input on the Public Lands Act and a working session will be setup soon.
 - Council discussed whether or not the Lands Act will go through the successor legislation group.

- Tim will be reaching out to the Parties over the next few months to get future planning regions underway.
 - Council discussed boundaries for planning regions and the importance of collaboration on any potential adjustments that may need to be made. A Council working session would be required before any recommendations are made.

Action 2022-02 – Lois will amend the cover letter for the formal set of Recommendations to the Parties regarding advancement of regional planning. Tim will revise the Recommendations based upon changes from Lois.

- Tim recapped an Environment Canada funding opportunity for indigenous projects and is proposing putting two projects forward: Indigenous Planning Workshops and Contract for Indigenous Planning support.

Discussion

- Be cautious about accessing outside funding.
- Funding amounts for ongoing/upcoming planning regions need to be determined.
- Funding for the Indigenous Planning/Traditional Knowledge Steering Committee (IPTK) needs to be considered when planning for Council and Commission funding.
- Tim discussed the issue of roles and responsibilities for project assessment conformity checks under Section 44 and 45 of the Yukon Environmental and Socio-economic Assessment Act (YESAA).
- The YLUPC website will be re-designed soon with a more up-to-date look and feel.

Chair's Report

- Significant time was spent on Human Resources work, in particular in staffing the Director position.
- Progress has been made working with YESAB on identifying some key priorities for joint work; of high priority is the issue of roles and responsibilities for project assessment conformity checks. The goal is to sign a letter of agreement this fall soon. A joint meeting will be scheduled soon.
- Lois provided a short update from her attendance at CYFN's General Assembly last month (several indicated a desire for RLUP to be completed soon and some called for a moratorium until planning is completed; others wondered about cost.
- Looking forward to providing Recommendations to the Parties under 11.3.3 to Advance Planning shortly.
- Time has been spent on human resources work recently.
- Progress has been made with YESAB regarding the issue of roles and responsibilities for project assessment conformity checks. It's possible a letter of agreement with work plan and priorities may be signed off soon. A joint meeting will be scheduled soon.

- Lois provided a short update from her attendance at CYFN's General Assembly last month.
- Looking forward to providing Recommendations to the Parties under 11.3.3 to Advance Planning.
- Council noted that motions are not required to accept Chair/Director reports.

Action 2022-03 – YLUPC policies need to be updated to indicate where motions are required in public meetings.

6.0 Finance and Administration (Tab 3)

6.1 Dawson Planning Region

Charlotte, acting Senior Planner for the DRPC, presented a brief summary of the DRPC's Annual Report.

- The Recommended Plan was delivered to the Parties on June 10, 2022.
- The Commission is proud of its success so far.
- COVID-19, the volume of feedback, and staff capacity made development of the Plan challenging.
- Additional funding was allocated for commission planning during 2021-22.
- YLUPC has been reimbursed for previous funding transfers.
- The following edits to the Annual Report were identified:
 - Page 5: the date needs to be changed - April 2021 and March 2022.
 - Page 6: TWG and CEWG need to be written in full before abbreviated.
 - Page 7: add "Fiscal Year" to "Q1 & Q2".

Motion 2022-06: to accept and approve the Annual Report for the DRPC, as amended, for the fiscal year 2021-2022, pending approval from the DRPC.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus

The Audited Financial Statements for the most recent fiscal year were provided from the DRPC. The audit was clean and there was no management letter, meaning the auditor did not raise any concerns.

Motion 2022-07: to accept and approve the DRPC's Final Audited Financial Statements for the fiscal year 2021-2022, pending approval from the DRPC, and submit to Government of Yukon.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus



Charlotte is working with Heidi to get the DRPC's Audited Financial Statements signed off.

6.2 YLUPC Finance and Administration

Tim presented highlights from the YLUPC's Annual Report, 2021-2022.

- The following edits to the Annual Report were identified:
 - Page 4, 1st bullet: the date needs to be changed from February 2019 to December 2018.
 - Page 9, 2nd paragraph: sentence to be changed to read "...were received by the Council. First Nation of Na-cho-Nyak Dun and possibly others made requests to the Yukon...".
 - Page 10, 3rd bullet under 4.0: change spelling of "maters" to "matters".
 - Page 11, 2nd bullet: sentence to be changed to read "...how sub-regional planning could be done, informed by best practices, in the territory...".

Motion 2022-08: to accept the YLUPC's Annual Report for fiscal year 2021-2022, as amended, and submit to Government of Yukon.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus

The Audited Financial Statements for the most recent fiscal year were provided for YLUPC. The audit was clean and there is no management letter, meaning the auditor did not raise any concerns.

Motion 2022-09: to accept and approve the YLUPC's Final Audited Financial Statements for the fiscal year 2021-2022 and submit to Government of Yukon.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus

Several motions are required, related to decisions with financial impact, to backdate some things that have happened.

Michelle Christensen was hired last winter on a contract basis and was subsequently hired in the spring as the Office Administrator (a new position).

Motion 2022-10: to hire an Office Administrator effective April 19, 2022.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus



Tim Sellars was the successful candidate for the YLUPC Director position. A motion is required to formalize the offer and grant him signing authority.

Motion 2022-11: to hire a new Director effective June 6, 2022.

Moved by Tess McLeod

Seconded by Neil Salvin

Passed by Consensus

Motion 2022-12: to add Tim Sellars as signing authority to Yukon Land Use Planning Council's account with a limit of \$15,000, effective June 28, 2022.

Moved by Neil Salvin

Seconded by Tess McLeod

Passed by Consensus

7.0 Indigenous Planning and Traditional Knowledge

Action 2022-04 – Land Relationship Planning Gathering Proceedings should be released, along with Themes and Actions, subject to approval of IPTK.

Council noted that further discussion is to follow with respect to Actions.

8.0 New Business (Tab 4)

Dawson Recommended Plan

The Council is very pleased to see that the Recommended Plan has been submitted and will undertake a review of the Plan, as has previously been done for other plans.

- The review would focus on how Chapter 11 objectives are addressed, and how First Nation views are incorporated into the Plan.
- There is no budget allocation for this in the Work Plan, however budget lines can be reallocated.

Motion 2022-13: to approve a budget allocation of \$18,000-\$20,000 to support a contractor(s) for a review of the Dawson Recommended Plan.

Moved by Tess McLeod

Seconded by Neil Salvin

Passed by Consensus

9.0 Schedule Next Meeting



The next working session should occur in early September, to make progress on topics such as YESAB collaboration, the Lands Act, First Nation community engagement, and advancing planning.

The next public meeting must be before the end of September, when Interim Reports are due.

Motion 2022-14: to Adjourn Meeting #1 for 2022-23.

Moved by Neil Salvin

Seconded by Lois Craig

Passed by Consensus

Approval of Regular Board Meeting Minutes #1 2022-23 by Motion #2 at Regular Board Meeting #2 2022-23.



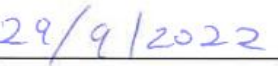
YLUPC Chair



Date



YLUPC Director



Date