



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

**Peel Watershed Planning Commission**  
**Meeting #13 Minutes**  
**March 7, 2008**  
**YLUPC Boardroom**  
**Whitehorse, Yukon**

Meeting #13, March 7, 2008

**In Attendance:**

**Peel Watershed Planning Commission**

Albert Genier – Chair  
 Ray Hayes  
 Peter Kaye  
 David Loeks

**Support Staff**

Brian Johnston – Senior Planner

**Absent**

Marvin Frost  
 Steve Taylor

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

**Discussion Topic**

**Action Item**

Meeting began at 6:50 pm  
 • Commission members reviewed the agenda.

**Motion #1:**  
**To accept the agenda as presented.**

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

<b>Agenda Item #2: Review and Approval of Previous Minutes</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Commission members reviewed the minutes from Meeting #12.</li> </ul> <p><b>Motion #2:</b>  <b>To accept the Meeting #12 Minutes, February 1, 6-7, 2008, as presented.</b></p> <p><b>Moved: 1<sup>st</sup> Dave Loeks    2<sup>nd</sup> Albert Genier    All in Favour    Passed by Consensus</b></p>	

<b>Agenda Item #3: Chair’s and Members’ Reports</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>The Chair had nothing to report.</li> <li>Peter Kaye reported that he made a presentation to the region Gwich’in RRCs recently, during which he updated them on the status of the Peel planning process. There is a desire for all Peel-affected First Nations RRCs and Chiefs &amp; Councils to meet to discuss the Peel watershed plan. The meeting will likely take place before June 2008. Brian Johnston noted that Commission members or staff could make a presentation to the group if it is desired.</li> <li>Ray Hayes commented that he participated in the PWPC-YLUPC meeting on February 21<sup>st</sup>, 2008. He also noted that he worked with the Administrator, Kathleen Zimmer, to short-list candidates for her position.</li> <li>Dave Loeks remarked that he also participated in the PWPC-YLUPC meeting on February 21<sup>st</sup>, 2008.</li> </ul>	

<b>Agenda Item #4: Director’s Report</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Brian Johnston reviewed the past month’s activities. Topics included: staffing, the PWPC-YLUPC meeting, the Conservation Priorities Assessment Report, the Resource Assessment Report, and the North Yukon Regional Land Use Plan.</li> <li>Conservation Priorities Assessment Report: a draft of the report has been circulated to the CTAG</li> </ul>	

<b>Agenda Item #4: Director’s Report</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<p>and domain experts, with a deadline for comments of March 11, 2008. Final revisions will be made to the document, then it will be circulated to the PWPC for review and approval, then circulated to the Parties for a two-week review period, then it would be available for release to the public. Public release would be delayed so that it coincides with the Resource Assessment Report – likely at the end of April 2008.</p> <ul style="list-style-type: none"> <li>Resource Assessment Report: Brian Johnston is writing the RA chapters. They will be “bare bones”, mostly in bullet format, with accompanying maps. The format will look somewhat similar to the CPAWS atlas, on tabloid-sized paper. Draft chapters will be circulated to the Commission members as they are completed.</li> </ul>	<ol style="list-style-type: none"> <li>Brian will send draft RA chapters to members as they are completed.</li> </ol>

<b>Agenda Item #5: Staff Hiring</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Brian Johnston briefed the Commission on the status of staffing. There have been four resignations in the past six weeks: Administrator, GIS/Cartographer, NYPC Land Use Planner and NYPC Senior Planner. All four staff have taken positions at Yukon Government. Hiring is currently underway for the Administrator, with interviews in the coming week. The Land Use Planner position will be advertised next week, with a deadline of March 21<sup>st</sup> for applications. It is hoped that the Commission can contract Richard Vladars to assist with cartography and graphics when needed.</li> </ul>	

<b>Agenda Item #6: Staff Contracts</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Brian Johnston reminded the Commission members that all staff contracts expire on March 31<sup>st</sup>, 2008. In addition to the two Administrator and Land Use Planner positions that will be filled, new contracts will also be needed for the Senior Planner and for the current Land Use Planner.</li> <li>The Commission discussed whether to maintain the secondment arrangement with YLUPC or if they would directly hire their staff. Commission members unanimously felt that the Commission should hire its staff directly. The secondment arrangement was not deemed to have provided any advantage to the operation of the Commission, and in fact, it has resulted in unnecessary</li> </ul>	<ol style="list-style-type: none"> <li>Brian to draft a letter to YLUPC (cc’d to the Parties), explaining that all staff hirings would be dealt with directly rather than through a secondment arrangement with YLUPC.</li> </ol>

<b>Agenda Item #6: Staff Contracts</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<p>interference from the YLUPC members.</p> <ul style="list-style-type: none"> <li>The Commission agreed that the PWPC’s former Administrator will be hired on contract to upgrade the Commission’s Policies &amp; Procedures before April 1<sup>st</sup>.</li> </ul> <p><b>Motion #3:</b>  <b>The Peel Watershed Planning Commission will hire its staff directly, using the existing salary ranges and job descriptions as its framework.</b></p> <p><b>Moved: 1<sup>st</sup> Dave Loeks    2<sup>nd</sup> Albert Genier    All in Favour    Passed by Consensus</b></p>	

<b>Agenda Item #7: Plan Principles Discussion Paper</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>At the last meeting, Commission members were encouraged to review the discussion paper again and send comments to Dave Loeks. No additional comments were received from the members. However, Brian Johnston provided some recommendations regarding the structure and organization of the paper. Dave Loeks indicated that he had not had an opportunity to make those revisions yet but that he would forward a revised version to all members shortly. The discussion paper will be discussed by the Commission one more time, with a motion of support to follow. Then it will be circulated to the Parties for review before it is posted for public viewing.</li> </ul>	<p>3. Dave Loeks make revisions to the Principles Discussion Paper and circulate them to the other members for review.</p>

<b>Agenda Item #8: Financial Update</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>Brian presented the most recent financial statements. The final version of the PWPC 2008-09 Budget was also discussed. The estimated surplus for 2008-09 is \$27,000.</li> </ul>	

<b>Agenda Item #9: Correspondence</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>The Commission discussed the letter of March 1<sup>st</sup>, 2008 from YLUPC, regarding their comments on the PWPC 2008-2009 Annual Work Plan and Budget. The Commission directed the Senior Planner to write a letter to YTG ADM, Shirley Abercrombie, expressing the Commission’s presumption that the PWPC recommended Work Plan &amp; Budget – as presented – received full support from all of the Parties at the Senior Liaison Committee meeting.</li> <li>The Commission discussed the need to get signing authority for Ray Hayes.</li> </ul> <p><b>Motion #4:</b></p> <p><b>The Peel Watershed Planning Commission grants signing authority to Ray Hayes.</b></p> <p><b>Moved: 1<sup>st</sup> Dave Loeks      2<sup>nd</sup> Albert Genier      All in Favour      Passed by Consensus</b></p>	<p>4. Brian to draft letter to YTG regarding the PWPC 2008-09 Work Plan &amp; Budget.</p> <p>5. Administrator to arrange for Ray Hayes to have signing authority at the CIBC.</p>

<b>Agenda Item #10: Next Steps</b>	
<b>Discussion Topic</b>	<b>Action Item</b>
<ul style="list-style-type: none"> <li>The Conservation Scenarios Workshop will take place over the next two days, March 8-9, 2008. It will be facilitated by Don Reid and Sam Skinner. It will involve the initiation of the scenarios phase of the planning process, whereby the Commission will be asked to provide guidance on a series of questions that will act as inputs to the conservation modeling program. The first phase of the scenarios will be the integration of conservation values to generate possible protected areas scenarios. The second phase will be the integration of all resource values.</li> <li>The date for the next PWPC meeting will be determined later, when it is considered the optimum opportunity to proceed with the scenarios workshops. The staff will need time to run the model after the Commission members have provided their advice at this workshop.</li> </ul>	

Meeting adjourned at 9:00 PM

**Approval of Meeting #13 Minutes – March 7, 2008**



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Albert Genier,  
Chair



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Brian Johnston,  
Coordinator / Land Use Planner

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Date: