

NUNAVIK MARINE REGION PLANNING COMMISSION

MINUTES: MEETING NO. 1

December 16, 2009

Montreal, Quebec

Present:	Henry Alayco	Member NMRPC
	Charlie Arngak	Member NMRPC
	Qavaroak Qatsiya	Member NMRPC
	Lorne McNeice	Member NMRPC
	Philip Awashish	Cree Member NMRPC

Absent:	Alan Penn	Cree Member NMRPC
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Advisors and Invited Guests:

Putulik Papigatuk	Member NMRIRB (by teleconference)
Peter May	Member NMRIRB
Brendan O'Donnell	Member NMRIRB
Lucassie Arragutainak	Member NMRIRB (invited but absent)
Brian Craik	Cree Member NMRIRB
Elise Racine	NILCA Implementation Committee
Sam Silverstone	NILCA Implementation Committee
Stas Olpinski	Makivik Corporation
Adam Lewis	Makivik Corporation
Don Axford	Consultant
Maggie Putulik	Translator

Yvon Roy

Project Manager of the Nunavik
Financial Services Cooperative

Sokchiveneath Chhoan

Coordinator, FCNQ,

Call to Order and Prayer

The meeting was called to order at 9:00 a.m. and it was noted that the initial meeting of the NMRPC would be held as a joint meeting with the NMRIRB. It was noted that this was necessary as the *NILCA Implementation Plan* specifies that the NMRPC staff and offices are to be shared and co-located with the NMRIRB. As joint decisions would therefore be required on these and other matters it was agreed by the members that this approach would be appropriate for the initial meeting of the NMRPC.

It was agreed by the members that this and all future meetings of the NMRPC would commence with a prayer. Henry Alayco was invited to give the prayer for the meeting.

It was further agreed that the members of the NMRPC and the NMRIRB would each elect, respectively from among themselves, a member to serve as an Interim Chairperson and that these two chairpersons would then co-chair the initial joint meeting of the two bodies.

1. Introduction of Members

It was noted that all of the members of the NMRPC and NMRIRB had received letters of appointment from the Minister of Indian Affairs and Northern Development. Each of the appointees introduced themselves and gave a short background on their interests in this area and the experience that they bring to their appointment as a member.

2. Taking of Oaths of Office

The members noted that Section 6.4.14 of the NILCA specifies that "Each member shall, before entering upon their duties as such, take and subscribe before an officer authorized by law to administer oaths, an oath in the form set out in Schedule 5-1".

Sam Silverstone, duly authorized to administer oaths in the Province of Quebec, administered the Oath of Office for Henry Alayco, Charlie Arngak, Qavaroak Qatsiya, Lorne McNeice and Philip Awashish as members of the NMRPC.

It was noted by the members that the Oath of Office would still need to be administered to Alan Penn before he could enter upon his duties as a member of the NMRPC. It was agreed that arrangements would be made to have Alan Penn take the oath of office as soon as possible so that he could begin exercising his duties as a member of the NMRPC.

3. Election of Interim Chairperson & Vice Chairperson

After discussion, the members decided that, as it will likely be several weeks or months before a permanent Chairperson has been appointed by the Minister, as provided under 6.4.10 of NILCA, one of the currently sitting members would be elected from amongst themselves to serve as an interim Chairperson to preside over NMRPC meetings during this interim period and to carry out the duties that would otherwise be carried out by the permanent Chairperson.

Henry Alayco was elected by the NMRPC members to serve as interim Chairperson until such time as the permanent Chairperson of the NMRPC is appointed by the Minister. **(Resolution Number: 2009-01)**

The members also noted that, under sub-section 9.13 of the draft by-laws that had been prepared for the initial meeting of the NMRPC, it was proposed that, in the absence or disability of the Chairperson, meetings would be presided over by a Vice-Chairperson, if one had been appointed, and that under sub-section 11.4 of the proposed by-laws the Vice-Chairperson would also perform the duties and exercise the powers of the Chairperson in the absence or disability of the Chairperson.

After discussion, the members decided that, a Vice Chairperson would be elected, from amongst themselves, to preside over NMRPC meetings and to carry out the duties that would otherwise be carried out by the Chairperson.

Philip Awashish was elected by the NMRPC members to serve as Vice Chairperson of the NMRPC. **(Resolution Number: 2009-02)**

4 Agenda for Meeting

Henry Alayco, as the elected interim Chairperson for the NMRPC and Putulik Papigatuk, who had been similarly elected as the interim Chairperson for the NMRIRB, co-chaired the remainder of the meeting. After discussion, an agenda was jointly agreed to by the two sets of members that were participating in the meeting. Although there would be joint discussion of agenda items, it was agreed that separate resolutions and separate minutes would be prepared for the NMRPC and the NMRIRB.

5. Nominations for Permanent Chairperson

Section 6.4.10 of NILCA specifies that “from nominations provided by the members ... the Minister of Indian Affairs and Northern Development, in consultation with the Territorial Government Minister responsible for Renewable Resources, shall appoint a further member to act as a chairperson.” The NMRPC members agreed that the nomination of an appropriate person to serve as the permanent chairperson should be sent to the Minister as soon as possible.

However, after discussion, it was agreed by the members that they were currently not in a position to make a decision in this regard. The members will further consider this question at the next meeting of the NMRPC.

(Note that, when approved by the members, the resolution nominating the person to act as permanent chairperson for the NMRPC will be approved as **Resolution Number: 2009-03.**)

6. NMRPC General By-Law

It was noted that draft by-laws had been prepared for consideration by the members of the NMRPC, which covered such topics as the calling of meetings, the duties of officers, finance and budgets, etc. The draft by-laws were modeled on the by-laws currently being used by the Nunavut Wildlife Management Board and the Nunavik Marine Region Wildlife Board. It was further noted that the Nunavut Planning Commission currently does not have by-laws for comparative purposes.

The members agreed that by-laws would need to be adopted by the NMRPC in order for the Commission to operate and make decisions. After discussion, the members approved the document entitled "*NMRPC General By-Law*" as By-Law Number 1. **(Resolution Number: 2009-04)**

7. Election of Interim Secretary

Sub-section 10.5 of the NMRPC General By-Law specifies that the Regional Planner will act as secretary to the NMRPC. As it may be several weeks until the Regional Planner is hired, it was agreed by the members that an Interim Secretary should be appointed, by resolution of the NMRPC, to carry out these duties in the meantime.

Henry Alayco was elected by the NMRPC members to serve as Interim Secretary until such time as the Regional Planner is hired by the NMRPC and begins to work at the NMRPC head office. **(Resolution Number: 2009-05)**

8. Location of Head Office

The members noted that section 6.4.2 of the NILCA specifies that the "head office of the NMRPC shall be in Nunavik" and also that the *NILCA Implementation Plan* specifies that the NMRPC staff and offices are to be shared and co-located with the NMRIRB.

The advantages and drawbacks of locating the head office of the NMRPC in various communities in Nunavik were discussed by the members and it was concluded by the members that, if Kuujjuaq were to be selected as the location of the NMRPC's head office, it would facilitate the sharing of data and information between the head offices of Makivik Corporation, the Kativik Regional Government and the Commission.

However, it was also pointed out that the Kuujjuaq Landholding Corporation had asked other Nunavik regional organizations to limit the transfer of staff positions to Kuujjuaq because of the growth pressures that were currently being experienced in that community. It was also recognized that suitable office accommodation would also have to be found in Kuujjuaq in order for a final decision to be taken in this regard.

With these considerations in mind, the members decided that further discussions would need to be held before a final decision would be made, but that Kuujjuaq was the preferred location for the NMRPC head office. On behalf of the NMRPC and NMRIRB, Peter May was asked to initiate discussions with the Kuujjuaq Landholding Corporation and the Northern Village of Kuujjuaq to request permission to locate the head offices of these two co-located bodies in Kuujjuaq and to also undertake consultations to determine if suitable office space might be arranged in Kuujjuaq on a permanent or temporary basis so that staff could be hired and begin working out of Kuujjuaq as soon as possible. In this regard it was recognized by the members that a preference would be given in the recruitment process for the hiring of local candidates.

(Note that, when approved by the members, the resolution determining the location of the NMRPC will be approved as **Resolution Number: 2009-06.**)

[Brian Craik and Philip Awashish had to leave the meeting at this point and so did not participate in the remainder of the meeting.]

9. Banking By-Law

The members noted that sub-section 11.1 of the NMRPC General By-Law specifies that the “Board shall designate, by resolution, a chartered bank, trust company or financial services cooperative as the NMRPC’s banker” and that sub-section 15.2 of the By-law specifies who can sign “bank drafts, deposits, withdrawals, receipts, and similar papers associated with financial transactions on behalf of the NMRPC.”

Yvon Roy, Project Manager of the Nunavik Financial Services Cooperative, and Sokchiveneath Chhoan, Coordinator, FCNQ, were invited by the members to make a presentation on how banking services could be provided to the NMRPC. In their presentation it was stated that Desjardins has undertaken an initiative to establish the Nunavik Financial Services Cooperative, which has a mandate to provide complete and reliable financial services to individuals, institutions and enterprises in the whole Nunavik region through the establishment of a financial services cooperative belonging to them.

After discussion, the members approved the document entitled “By-Law Governing Borrowing Operations and Securities of the Legal Person” as By-Law Number 2 and agreed that the Interim Secretary would be authorized and empowered to sign the By-Law on behalf of the NMRPC. The members further agreed that all of the members of the NMRPC would be authorized to sign bank drafts, deposits, withdrawals, receipts, and similar papers associated with financial transactions on behalf of the NMRPC as

provided for under sub-section 15.2 of the NMRPC General By-Law. **(Resolution Number: 2009-07)**

With respect to the provision of financial services to the NMRPC by the Nunavik Financial Services Cooperative, it was also pointed out by Yvon Roy that the NMRPC would have to register with the Registraire des entreprises Quebec as a Numéro d'entreprise du Québec (NEC) was required in order for legal entities to open bank accounts in the province of Quebec. With this requirement in mind, the members authorized Don Axford to file the appropriate documents with the Registraire des entreprises Quebec to register the NMRPC as a Quebec enterprise as soon as possible and to forward the NEC, when available, to Yvon Roy so that an operating account could be opened at the Nunavik Financial Services Cooperative for the provision of financial services to the NMRPC.

10. Appointment of Auditors

The members noted that sub-section 14.1 of the NMRPC General By-law specifies that “an auditor shall be appointed each year, by resolution of the NMRPC, to audit the accounts of the NMRPC.”

After discussion, it was agreed by the members that Pratte Bélanger & Associés would be appointed as the auditors of the NMRPC for the period commencing on April 1, 2009 and ending on March 31, 2010 and to hold office until the next Annual General Meeting of the members at such remuneration as may be fixed by the Chairperson of the NMRPC. **(Resolution Number: 2009-08)**

11. Budget for FY 2009-2010

The members noted that Section 6.4.2 of the NILCA specifies that the “costs of the NMRPC shall be the responsibility of Government” and that the NMRPC “shall prepare an annual budget, subject to review and approval by Government.” It was further noted that sub-section 13.1 of the NMRPC General By-Law specifies that “no expenditures shall be made in excess of the total level of expenditures authorized in any budget adopted by the NMRPC” and that sub-section 13.6 of the NMRPC General By-law stipulates that the “fiscal year of the NMRPC shall be from April 1 in one year to March 31 in the following year.”

It was further noted by the members that the funding to be provided by Government for the operation of the NMRPC was set out in Sheet # 6 – 2 of the *NILCA Implementation Plan* and that the total amount provided for NMRPC operational funding in Year One, which is stated in 2005 constant dollars, is \$599,540.

A draft budget for the NMRPC for Fiscal Year 2009-2010 was circulated to the members for review, which showed a total budget available for FY 2009-2010 operations, adjusted to 2009 dollars, of \$501,929, with start up costs of \$140,678 carried forward to

the budget for fiscal year 2010-2011. It was pointed out to members that this draft budget had already been reviewed and approved by Government.

A draft *Funding Arrangement for NMRPC Operations and Maintenance for 2009-2010*, to be entered into between Indian and Northern Affairs Canada and the NMRPC, was also circulated to members for review, which included a *2009-2010 Workplan and Budget* that was based on the budget that had been reviewed and approved by Government.

After discussion, it was agreed by the members that the document entitled “*NMRPC Budget for Fiscal Year 2009-2010*” shall be adopted as the budget for the NMRPC for the purposes of Section 13 of the NMRPC General By-Law for the period commencing on April 1, 2009 and ending on March 31, 2010. **(Resolution Number: 2009-09)**

As well, after reviewing the proposed *Funding Arrangement* for 2009-2010, proposed to be entered into between INAC and the NMRPC, the members agreed to approve the workplan and budget that were included in that document and authorized the interim Chairperson to sign the *Funding Arrangement* on behalf of the Commission.

12. Hiring of Staff

It was noted by the members that the funding to be provided by Government for the operation of the NMRPC is set out in Sheet # 6 – 2 of the *NILCA Implementation Plan* and that this funding includes annual amounts over a ten-year period commencing in 2008 for the salary, benefits, and professional development of the following staff and an amount in Year One for the recruitment and relocation of such staff.

Shared NMRPC / NMRIRB Staff

Regional Planner (PM-5)

Administrative Assistant (AS-4)

Total staff of 2

It was acknowledged by the members that the NMRPC staff and offices are to be shared and co-located with the NMR Impact Review Board and that this staff will need to be jointly recruited as soon as possible in cooperation with the NMRIRB.

After discussion, it was agreed by the members that the interim secretariat services to be provided to the NMRPC (see below) should include, as a priority area of activity, providing assistance to the members of the NMRPC with activities related to the recruitment and relocation of this staff. In this regard, it was also recognized by the members that recruitment activities for these positions would be highly dependent on finalizing the choice of the community in which the head office of the NMRPC is to be located.

13. Interim Secretariat Services

It was noted that a common objective of the members of the NMRPC was to have the Commission become fully operational, in as short a timeframe as possible, which would thereby enable the NMRPC to effectively commence land use planning activities for the Nunavik Marine Region. However, the members also recognized that the NMRPC will only become fully operational when its professional staff is in place together with the necessary office space, furnishings, equipment, and staff housing accommodation.

The members recognized that there would therefore be an interim or transitional period until such time as the professional staff has been recruited and begun working at the NMRPC's head office.

After discussion, it was agreed by the members that the interim Chairperson would be authorized to enter into arrangements, as deemed appropriate, for the provision of interim secretariat services during this transitional period. It was further noted in this regard, that it was expected by the members that the transitional period would last from three to six months after the founding meeting of the NMRPC.

14. Date and Location of Next Meeting

It was agreed by the members that the next meeting of the NMRPC would be tentatively scheduled to be held in Kuujuaq in early February 2010.

In the meantime, it was agreed that members would be kept informed of developments and make decisions as may be required by teleconferences to be arranged by the interim secretariat services in consultation with the Chairperson.

15. Adjournment

The meeting was adjourned at 4:30 p.m.

Minutes Approved by: _____
Interim Chairperson **Date**