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1. INTRODUCTION

This annual report of the Eeyou Marine Region Wildlife Board (EMRWB) covers the period from April 1, 2016, to March 31, 2017, subsequently referred to as FY 2016-17. This report outlines the activities as well as the revenue and expenditures of the EMRWB during this period, in fulfillment of its mandate as set out in the *Eeyou Marine Region Land Claims Agreement* (EMRLCA).

2. MANDATE

The EMRWB is an institution of public government that was established pursuant to the provisions of the *Agreement between the Crees of Eeyou Istchee and Her Majesty the Queen in Right of Canada Concerning the Eeyou Marine Region*, also known as the *Eeyou Marine Region Land Claims Agreement* (EMRLCA), which was signed by the respective parties on July 7, 2010.

The mandate of the EMRWB is set out under Chapter 13 of the EMRLCA, which specifies that the EMRWB is to serve as the main instrument of Wildlife management and the main regulator of access to Wildlife in the Eeyou Marine Region (EMR). The provisions of the EMRLCA, including the establishment of the EMRWB with the capacity, rights, powers and privileges of a natural person, were given effect by the *Eeyou Marine Region Land Claims Agreement Act* and came into force, by Order in council of the Government of Canada, on February 15, 2012.

3. BOARD MEMBERSHIP

The EMRWB consists of seven members, including the Chairperson. Three (3) members are appointed by the Grand Council of the Crees of Eeyou Istchee; one (1) member is appointed by the federal Minister responsible for fish and marine mammals (DFO¹); one (1) member is appointed by the federal Minister responsible for the Canadian Wildlife Service (EC²); one (1) member is appointed by the Minister responsible for Wildlife under the Government of Nunavut. The Chairperson is nominated by the members and is appointed by the federal Minister responsible for fish and marine mammals in

¹ Fisheries and Oceans Canada

² Environment and Climate Change Canada

consultation with the federal Minister responsible for the Canadian Wildlife Service and jointly with the Minister of Wildlife of the Government of Nunavut.

During FY 2016-17, the EMRWB had only six members, as presented in table 1.

Table 1. EMRWB membership

Nomination party	Position	Incumbent	Length of term	End of term
DFO ³ /ECCC ⁴ /GN ⁵	Chairperson	Roderick Pachano	4 years	October 2017
GCC(EI) ⁶	Vice-Chairperson	Isaac Masty	5 years	August 2017
GCC(EI)	Member	Aurelie Bourbeau-Lemieux	5 years	August 2017
GCC(EI)	Member	Bert W. Moar	4 years	December 2016
GCC(EI)	Member	Gordon Blackned	4 years	December 2020
DFO	Member	Vacant	4 years	NA
ECCC	Member	Claude Saint-Charles	4 years	March 2020
GN	Member	Piita Kattuk	4 years	June 2020

The appointment by the federal Minister responsible for fish and marine mammals still has not been done as this position has been vacant since August 2015. In addition, two members' terms came to an end during the period covered by this report. Bert W. Moar, an appointee from the GCC(EI), was replaced by Gordon Blackned in December 2016. Piita Kattuk was reappointed by the Government of Nunavut on July 29, 2016.

4. BOARD MEETINGS

According to the EMRLCA (section 14.2.3), the Board "shall meet at least twice a year, and may meet as often as it deems fit". During FY 2016-17, the EMRWB have held three regular and in-person meetings and one (1) additional meeting by way of conference call to discuss unforeseen matters.

³ Fisheries and Oceans Canada

⁴ Environment and Climate Change Canada

⁵ Government of Nunavut

⁶ Grand Council of the Crees (Eeyou Itschee)

Additionally, the Executive Committee met four times in person and twice over conference call. These meeting dates and locations are shown in the table set out below.

Table 2. EMRWB meetings and workshop

MEETING TYPE	DATE	LOCATION
Executive Committee	May 25 and 26, 2016	Montreal
Regular/Board	June 28 and 29, 2016	Montreal
Executive Committee	September 12, 2016	Conference call
Executive Committee	October 26, 2016	Montreal
Executive Committee	December 12, 2016	Montreal
Regular/Board	December 13, 14 and 15, 2016	Montreal
Executive Committee	January 24 and 25, 2017	Montreal
Additional/Board	February 3, 2017	Conference call
Executive Committee	February 27, 2017	Montreal
Regular/Board	February 28 and March 1, 2017	Montreal

5. GOVERNANCE

The Financial Administrative Policy and Governance Policy were adopted. These policies aim to provide guidance and direction for the Board’s daily operations and implementation of the mandate as set out in the Eeyou Marine Land Claims Agreement (EMRLCA).

6. STAFFING & PERFORMANCE EVALUATION

In July 2016, the Wildlife Management Director position became vacant. The Wildlife Liaison Officer, Sophie Fillion, was offered the position of interim Director in September 2016 and was appointed Director in December 2016. The Wildlife Liaison Officer position was posted in March 2017 and many applications were received. Four candidates were retained for interview in March 2017. A position was offered to one of the applicants who could only start at the beginning of the next fiscal year.

In May 2016, the Administrative Assistant position became vacant. The position was filled only in September 2016 by Priscillia Wesley. The Accountant Administrator position occupied by Laurianne Iserhoff.

The performance evaluation of the Wildlife Liaison Officer was performed by the Executive Committee in November 2016. The evaluation of the Accountant Administrator and Administrative Assistant was deferred to the next fiscal year.

7. HOUSING AND OFFICE SPACES

The EMRWB entered into negotiations with the Cree Nation Government (CNG) for the lease of the new office space located in Waskaganish. The lease was approved by the members in March 2017 and will be signed in FY 2017-18. The office spaces are shared with the EMRPC and EMRIRB. An official opening is planned for FY 2107-18.

The construction of housing units for the Wildlife Management Director and Wildlife Liaison Officer in Waskaganish were undertaken by the CNG. The units will be ready during FY 2017-18.

8. WEBSITE

An intranet section for the use of the Board staff and members was developed and new content was added to the website. A newsfeed section was created to advertise the Board activities in parallel with a Facebook page. The contents of the website will continue to be revised and it will be translated into French during FY 2017-18.

9. DOCUMENT MANAGEMENT SYSTEM

The Board subscribed to Office 365 by Microsoft to store, share and manage its data. All data has been backed up in a cloud to ensure long-term storage and increase virtual security. A consultant has been retained to assist the staff in the process and offer technical support. SharePoint has been selected as project management software. The system is still being implemented stage and staff will receive training

during FY 2017-18. This implementation of the documents management system is being undertaken collaboratively with the EMRPC and EMRIRB.

10. GEOGRAPHIC INFORMATION SYSTEM AND OPEN FILE SYSTEM

The function of the EMRWB requires the use and production of geographic data and material. Additionally, the Board is required to establish and maintain an open file system for all raw and interpreted Wildlife data and information as stipulated in the EMRLCA (Chapter 13.3.3 a). In order to fulfill these obligations, the Board made an agreement with a consultant to develop GIS capacity and implement an open file system. The Board's website will be used as the platform to host the open file system. Topographic and thematic maps are being created, as well as a wildlife database. An interactive mapping application will be created on the website to display wildlife data and collect information from the public. A database containing wildlife related information acquired during field inventories will also be accessible.

The board acquired ESRI desktop software to perform in-house GIS tasks. Customized training will be provided to the staff during FY 2017-18.

11. RELATIONSHIP BUILDING

Under the provisions of subsection 13.2.1 of the EMRLCA, one of the aspects of the mandate of the EMRWB is "cooperating with other Wildlife management institutions which deal with species that are harvested in the EMR and migrate outside the EMR" (paragraph h). In furtherance of these obligations, several types of consultations took place between the EMRWB and relevant stakeholders during FY 2016-17.

In August 2016, the Board made two general presentations regarding its role and responsibilities in implementing the EMRLCA, the first one during the Annual General Assembly (AGA) of the GCC(EI)/CNG in Chisasibi and the second one at the Regional AGA of the regional CTA in Waskaganish.

In September 2016, the Board staff participated in a workshop on beluga management in the Nunavik Marine Region (NMR) in Inukjuaq along with the Nunavik Marine Region Wildlife Board (NMRWB),

Makivik Corporation, the *Local Nunavimmi Umajulivijiit Katuqiatigininga* (LNUQ), the *Regional Nunavimmi Umajulivijiit Katuqiatigininga* (RNUQ) and DFO representatives. This workshop's objectives were to discuss the traditional management strategies, approaches, and principles of the species management plan and to share strategies to address these issues in the next management plan.

In November 2016, the Board participated in the East Hudson Bay/James Bay Regional Roundtable, held in Chisasibi, hosted by the Hudson Bay Consortium. This meeting was an opportunity to share on efforts towards stewardship and research for James/Hudson Bay in order to bring participants up-to-date on current projects and proposed activities. The Board made a presentation on its mandate and participated in the discussion panel on the following topics:

- 1) Coordinating cumulative impact research and priorities among James Bay and East Hudson Bay communities;
- 2) Planning for protected areas across jurisdictions;
- 3) Discussing a role for ArcticNet's Hudson Bay Integrated Regional Impact Study (IRIS) in evaluating the current state of knowledge of the marine region and contributing to Consortium efforts.
- 4) Planning for environmental stewardship and sustainable development through formation of a Hudson Bay Consortium.

The Board also attended the 12th Annual Scientific Meeting held in Winnipeg in December 2016 organized by the Network of Centres of Excellence of Canada (ArcticNet). The event gathered researchers, students, Inuit, Crees, Northerners, policy makers and other relevant stakeholders to address the numerous environmental, social, economic and political challenges and opportunities that are emerging from climate change and modernization in the Arctic.

In March 2017, The Board staff was invited to make a presentation on its current activities to the Waskaganish CTA local AGA to raise awareness of the CTA members on wildlife management challenges and opportunities in the Eeyou Marine Region.

In 2015, the new Nunavut Wildlife Regulations came into force. A Transitional Regulation applicable to areas outside of the Nunavut Settlement Area (i.e. NMR, EMR), which were set to expire on July 1, 2017, was also put into effect. The Board anticipated that the GN would consult them during FY 2016-17 in

order to discuss how the new regulations could be implemented in the EMR, but the consultation was postponed.

The Consolidated Agreement Relating to the Cree/Inuit Offshore Overlapping Interests Area between the Crees of Eeyou Istchee and the Nunavik Inuit (hereinafter referred to simply as “the Overlap Agreement”) identifies three zones in the overlap area (i.e. the Joint Inuit/Cree Zone, the Inuit Zone and the Cree Zone). For each of these three zones, a unique wildlife management process is provided in the Overlap Agreement, as well as the EMRLCA and the Nunavik Inuit Land Claims Agreement (NILCA). The Board has collaborated with the NMRWB in developing processes and mechanisms to ensure a sound and efficient Wildlife Management Regime between the Inuit and Cree entities. The draft protocol developed will be reviewed during FY 2017-18 for final approval.

With an aim of reinforcing its relationship with the Cree coastal communities, the Board met with the Council of Waskaganish, Chisasibi and Whapmagoostui in May, October and November 2016, respectively. A presentation was made to inform the respective Council members about the EMRLCA and corresponding Implementation Plan, along with an overview of the roles and responsibilities of the three EMR entities. It was followed by a question period.

12. LIAISON WITH THE CREE TRAPPERS’ ASSOCIATION

The EMRLCA specifies, under section 12.6, that funding shall be provided by the EMRWB to the Cree Trappers’ Association (CTA) in order to carry out the powers and functions as set out in Chapter 12, with respect to Wildlife management and harvesting practices in the EMR.

The EMRWB staff collaborates with the CTA staff and executive members in developing activities according to the CTA mandates stated in Chapter 12 of the EMRLCA.

On October 27, 2016, the EMRWB and the CTA held a Special Executive Meeting in Montreal to discuss issues related to the implementation of the CTA EMR functions. The EMRWB identified a need to improve CTA comprehension of the respective mandate and responsibilities under the EMRLCA to allow better collaboration and efficiency.

On March 1 to 3, 2017, the Board hosted a strategic planning workshop with the executive members and Board members of the CTA in Montreal to strengthen their working relationship and develop a strategic plan to better implement their respective mandate. The workshop was planned and facilitated with support from consultant Mr. Jimmy Jacquard from Sivummut Consulting Ltd. A workshop summary was produced by the consultant. A follow up to the workshop was planned for FY 2017-18.

A Funding Agreement which set out the terms and conditions related to the transfer of funds to the CTA and the reporting responsibilities of the CTA with respect to its EMR activities was signed by the Chairperson of the EMRWB and the President of the CTA on May 26, 2016; and funding was accordingly provided to the CTA.

13. WILDLIFE MANAGEMENT

Pursuant to section 30.6 b) of the EMRLCA and section 28.8 of the NILCA, the Board was called upon to collaborate with the NMRWB in the establishment of the Total Allowable Takes for the polar bear and beluga whales in the Southern Hudson Bay marine region.

a. Establishment of a Total Allowable Take and Non-Quota Limitations for the EHB beluga

During FY 2016-17, the EMRWB collaborated with the NMRWB for the establishment of a Total Allowable Take (TAT) and Non-Quota Limitations (NQLs) for the EHB beluga as part of the three-year management regime beginning in February 2017. Several discussions and correspondences occurred between the EMRWB, the NMRWB, DFO and GN in order to render a decision on this matter.

Written public hearings were conducted by NMRWB in October 2016 and January 2017 to ensure that the best available information from traditional knowledge of wildlife and the knowledge gained through scientific research would be included in the decision-making process. In March 2017, a joint decision was made by the EMRWB and the NMRWB to which the Ministers provided a positive reply in May 2017. The new management regime will be implemented during FY 2017-18. A judicial review by Makivik Corporation has been filed where EMRWB has been named a party and this is ongoing.

b. Establishment of a Total Allowable Take and Non-Quota Limitations for the SHB polar bears

The Ministers finally provided the Boards with a response to the decisions of the EMRWB and NMRWB in October 2016 by varying the Boards' TAT decision.

c. Quebec Polar Bear Management Plan

The EMRWB participates in the Polar Bear Working Group established under the Hunting, Fishing and Trapping Coordinating Committee (HFTCC), which is tasked with the drafting of Polar Bear Management Plan in Quebec.

d. Consultations on the Cree Knowledge on polar bear

In collaboration with the CNG and CTA, the EMRWB has been carrying out consultations with land users to collect and document the knowledge of the Crees of Eeyou Istchee on polar bear. This knowledge will be presented to the Polar Bear Working Group during FY 2017-18 and incorporated in the Management Plan to facilitate decision-making processes related to the management of the species.

e. Species at risk and of interest for the Crees

In order to fulfill its obligations, the EMRWB needs to acquire data on keys species in the EMR. During FY 2016-17, a bird survey was carried out in the Rupert Bay area jointly with the CNG, the CTA, and Nature Canada, along with the set up of two Motus Tower units in the same area.

The purpose of the project was to gather sufficient data to support the designation of Rupert Bay as an Important Bird Area (IBA), which promotes the conservation of birds, as well as facilitates the identification of conservation priorities.

f. Literature review on fish stocks

The Board initiated a call for tenders to conduct a review of scientific and grey literature as well as Cree knowledge on fish stocks and Cree coastal fisheries within the EMR. The purpose of the project is to perform a data gap analysis of the current knowledge regarding fish stocks biology and ecology, Cree knowledge and local fishery activities within the EMR and adjacent estuaries. Ultimately, it will allow the Board to identify research requirements and deficiencies pertinent to Wildlife management and the rational utilization of Wildlife resources, and promote and encourage on an ongoing basis, research aimed at meeting requirements and overcoming deficiencies as stipulated under Chapter 13.3 of the EMRLCA. The consultant was selected in February 2017 and the project will start during FY 2017-18.

g. Committee on the Status of Endangered Wildlife in Canada

The Committee on the Status of Endangered Wildlife in Canada (COSEWIC) has been consulting with the Board on various species in the course of FY 2016-17. The Board has been providing its approval to the Canadian Wildlife Service (CWS) regarding the proposed Recovery Strategy for the Red Knot (*Calidris Canutus*) and for the Little Brown Myotis (*Myotis lucifugus*), Northern Myotis (*Myotis septentrionalis*), and Tri-colored Bat (*Perimyotis subflavus*), as well as for the listing of the Bank Swallow (*Riparia riparia*) as threatened under the Species at Risk Act. The status reports for the Rusty Blackbird (*Euphagus carolinus*) and the Atlantic Walrus (*Odobenus rosmarus rosmarus*) have been reviewed by the Board which did not have any comments to provide yet. Requests for information have been broadcast in the five Cree coastal communities via the Local EMR officers for all COSEWIC assessments received by the Board.

14. WILDLIFE RESEARCH FUND

The Board continued investing the totality of the funds managed by Industrielle Alliance. The performance of the fund manager is being reviewed by Aon Hewitt and the returns on the investments are presented in section 16 of the Financial Statements. A draft of the Research Fund Spending Policy Manual was also initiated during FY 2016-17 and will be continued during FY 2017-18.

15. CONSULTATIONS ON RESEARCH PRIORITIES

During the fall and winter of 2015, the Board concentrated its efforts on determining potential research priorities and a communication strategy for consulting the Cree communities on these research priorities was developed. A consultation process began with the coastal communities of Waskaganish in May 2016, followed by Whapmagoostui in November 2016 and Wemindji in March 2017. A presentation on the research program was made, followed by a public hearing to gather the views and concerns of the community members on wildlife issues and challenges. The Board will consult the two remaining communities of Eastmain and Chisasibi, during FY 2017-18 and a final consultation report will be drafted. The conclusions of the consultations will be shared amongst the stakeholders and serve as the basis to determine the funding of research activities.

16. ACTIVITY REPORTING

a. Interim & Annual Activity Reports

The 2016-17 interim activity report was submitted to INAC in September 2016, and the final activity report was submitted with the annual audited financial statement by July 31, 2017, in accordance with annex 5 reporting requirements. However, for unexpected extreme circumstances, a draft was submitted according to prescribed deadlines and a final report is being submitted as of September 1, 2017.

b. Internal reporting

Periodic briefing notes are provided to the Board members, keeping them current with the Board's activities occurring throughout the year.

17. INDEPENDENT AUDIT REPORT

The financial statements of the EMRWB for FY 2016-17 have been reviewed and audited by an independent audit firm, BDO Canada. The auditor provided a clean opinion without any reservations. A summary of the statement of revenue and expenditures is included in Appendix C.

a. Financial reporting

The Accounting Administrator provided quarterly (July, October, January, March) financial reports to the Board, including: budget actual, statement of financial position and statement of operations, and closed the FY 2016-17 on March 31, 2017.

b. Board's Notes to Financial Statements

The auditors reported \$1,123,696 as the annual operating budget for FY 2016-17. In actuality, the operating budget should include the deferred contribution from FY 2015-16 and be reported as \$1,436,546 (\$1,123,696 + \$302,849.90). Additionally, there is no budget for the income or expenses related to the management fees (Industrielle Alliance) of the research fund investment held by the

Board. This is not clearly stated on the audited Financial Statements. In fact, an amount of \$31,332 is reported as recognized revenue which is not reported in the budget since it is obtained directly from the investment.

The auditors have grouped all the research fund revenues and all its investment management fees together on the audited report. Although a breakdown is presented in note #4 of the Financial Statements, an unaware reader could be misled to believe that expenses are overstated by \$31,332 only since the revenue recognized to match it is buried in the total revenue amount.

To facilitate comprehension, the reader should understand:

Description	Actual	Budget
INAC Contribution:	\$1,127,912	\$1,436,546
Research Fund investment revenue:	\$31,332	\$0
Total Revenue:	\$1,159,244	\$1,436,546
Operating Expenses – Total	\$1,127,912	\$1,436,546
Research Fund investment fees	\$31,332	\$0
Total Expenses:	\$1,159,244	\$1,436,546

18. SPENDING OF DEFERRED CONTRIBUTION FROM FY 2015-16

The audited Financial Statements of FY 2015-16 show that the Board has a deferred contribution of \$302,850. This deferred contribution has been carried over in the FY 2016-17 budget as detailed in Appendix D, which contains a table that summarizes the deferred contribution for FY 2015-16 to FY 2016-17. From the \$302,850 deferred contribution, an amount of \$116,165.76 was spent during FY 2016-17, representing 38% of the total amount. The remaining portion was consequently deferred to the following fiscal year.

Several factors are to be considered to fully understand the differential between the carry over budget and the actual spending. First an amount of \$25,000 has been deferred to FY 2017-18 to cover for the relocation of the staff in the community of Waskaganish. Due to housing crisis in the community, the Board was unable to secure units for its staff, forcing the postponement of the relocation to FY 2017-18.

An amount of \$9,935.20 allocated for the instalment of a document management system was also deferred. Although a system was chosen, the lack of human resources has delayed its implementation, forcing the Board to hire a consultant to facilitate the process which will be completed during FY 2017-18. The Board allocated an amount of \$16,167.05 for purchasing furniture and equipment for its head office. Due to the upcoming relocation of the office to a new building and the lack of storage options in the community, the Board had to postpone these expenses to FY 2017-18. Additionally, \$40,642.68 was budgeted to develop GIS capacity while only \$11,595.17 was spent during FY 2016-17 to acquire software licences. However, an agreement with an external consultant was entered during FY 2016-17 and all allocated funds have been committed. The project will be completed during FY 2017-18. The Board allocated an amount of \$77,613.80 for hosting consultations in the five Cree coastal communities. As these consultations involve external stakeholders, it has not been possible to consult with all communities during FY 2016-17, forcing the Board to postpone several consultations during FY 2017-18.

19. JUSTIFICATIONS FOR DEFERRED CONTRIBUTION FROM FY 2016-17

According to the 2016-17 Financial Statements, the Board has a deferred contribution of \$299,289 (see Appendix C, page p.10). The projections made at the end of FY 2016-17 anticipated a deferred contribution of \$262,468.21 (EMRWB FY 2107-18 budget). However, the Board entered an agreement with an external consultant to develop GIS capacity for an amount of \$45,650 which payment has been deferred upon completion of the mandate for legal considerations. This brings the projected deferred contributions to \$308,118.21. However, the Board encountered unforeseen legal matters during the last quarter of FY 2016-17 increasing its legal fees of \$8,292.24 which lowers the projected deferred contributions to \$299,825.97.

APPENDIX A – EMRWB WORKPLAN FY 2016-17

Amended December 2016

1. BOARD MEETINGS		
A. ARRANGEMENTS FOR HOLDING BOARD MEETINGS		
<i>GOAL: To provide arrangements for holding efficient and cost-effective meetings of the EMRWB in FY 2015-16.</i>		
ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Set the agenda and call meetings of the EMRWB.	Executive committee with assistance provided by the Administrative Assistant and the Wildlife Management Director.	Completed.
Provide travel arrangements, brief books, room rental, and equipment for the meeting, etc.	Administrative Assistant.	Completed.
Attend Board meetings (two meetings in the Eeyou Itschee and one outside) and 3 Executive Committee meetings by conference call.	EMRWB members and EMRWB staff.	Two Board meetings were held, the first in person on June 28 and 29, 2016 in Montreal; and the second over the phone on October 6, 2016. Four executive meetings were held, two in person on May 25 and 26, 2016 and October 27, 2016 in Montreal; and two over the phone on July 29 and September 12.
Prepare draft minutes of the meeting and circulate them to the members of the EMRWB.	Administrative Assistant and Wildlife Management Director.	Completed.
Arrange conference calls in between meetings of the EMRWB or Executive Committee in order to follow-up on decisions or to deal with other urgent matters.	Chairperson and Wildlife Management Director.	As required.

2. ORGANIZATIONAL PLANNING

A. ANNUAL WORKPLAN (FY 2016-17 and 2017-18)

GOAL: To develop and finalize a "task oriented" annual workplan for the 2016-17 and 2017-18 fiscal years.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Prepare the workplan for FY 2016-17.	For development: One Board member, Wildlife Liaison Officer, Wildlife Management Director.	Completed.
	For Review: Executive Committee and EMRWB.	Completed.
Sign and submit to INAC the prepared workplan of 2016-17 fiscal year for review and approval.	Chairperson.	Completed.
Prepare the workplan for FY 2017-18.	For development: One Board member, Wildlife Liaison Officer, Wildlife Management Director.	Completed.
	For Review: Executive Committee and EMRWB.	
Sign and submit to INAC the prepared workplan of 2017-18 fiscal year for review and approval.	Chairperson.	Completed.

B. ANNUAL BUDGET (FY 2016-17 and 2017-18)

GOAL: To develop an Annual Budget for the EMRWB for the 2016-17 and 2017-18 fiscal years.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Prepare the Budget for FY 2016-17.	For development: 1 Board member, Wildlife Liaison Officer, Wildlife Management Director.	Completed.
	For Review: Executive Committee and EMRWB members.	Completed.
Prepare the Budget for FY 2017-18	For development: 1 Board member, Wildlife Liaison Officer, Wildlife Management Director.	Completed.
	For Review: Executive Committee and EMRWB members.	Completed.
Submit to INAC the prepared budget of 2017-18 fiscal year for review and approval.	Chairperson.	Completed.

C. FUNDING AGREEMENT (FY 2016-17 AND 2017-18)

GOAL: To finalize the Funding Agreement with INAC for the 2016-17 and 2017-18 fiscal year.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Prepare the funding agreement of the 2016-17 fiscal year in consultation with INAC officials.	For development: 1 Board member, Wildlife Liaison Officer, Wildlife Management Director.	Completed.
	For Review: Executive Committee and EMRWB members.	Completed.
Sign and submit the Funding Agreement of 2016-17 fiscal year to INAC.	Chairperson.	Completed.
Submit audited 2015-16 financial statements and the yearly activity report.	Wildlife Management Director.	Completed.
Prepare the funding agreement of the 2017-18 fiscal year, in consultation with INAC officials.	For development: 1 Board member, Wildlife Liaison Officer, Wildlife Management Director.	Completed.
	For Review: Executive Committee and EMRWB members.	Completed.
Sign and submit the funding agreement of 2017-18 fiscal year to INAC.	Chairperson.	Completed.

D. ENGAGEMENT OF AUDITORS FOR FY 2017-18

GOAL: To engage auditors for the preparation of the EMRWB Financial Statements for the 2017-18 fiscal year.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Review of the performance of the selected auditors with respect to the preparation of the Financial Statements for FY 2017-18.	Executive Committee and EMRWB members.	Completed.
Engage auditors for the audit of the EMRWB'S expenditures and prepare related Financial Statements for FY 2017-18.	Chairperson after approval of a resolution to this effect has been passed by the members of the EMRWB.	Completed.
Notify INAC that auditors have been selected to prepare the Financial Statements for FY 2017-18.	Wildlife Management Director.	Completed.

E. ARCHIVE AND BACK-UP MANAGEMENT SYSTEM

GOAL: Archiving administrative and scientific data produced for keeping records.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Hire an archivist to professionally archive the bibliographic resources and data.	Wildlife Liaison Officer and selected consultant.	This activity will be postponed indefinitely until the Board has gathered sufficient data.
Hire an intern to enter bibliographic resources and data into the system.	Wildlife Liaison Officer and Intern, under supervision of the Wildlife Management Director.	This activity will be postponed indefinitely until the Board has gathered sufficient data.
Store backup data into external hard drive and a secure web storage system.	Wildlife Liaison Officer and selected consultant.	Office 365 has been purchased as document management system.. The website is automatically backed up on the server of the website maintenance company,

3. GOVERNANCE

A. GOVERNANCE AND POLICY DOCUMENTS

GOAL: To develop governance policies and other documentation to support the operation of the EMRWB.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
To submit to the Board for their review and approval of the proposed financial and administrative policy manual.	Wildlife Management Director and approval by the EMRWB members.	Completed.

4. ADMINISTRATION AND REPORTING

A. HUMAN RESOURCE MANAGEMENT

GOAL: To manage the EMRWB staff members in respect to the governance policies adopted by the EMRWB.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
To implement the activities intended in the annual workplan specifically to each EMRWB staff member.	Wildlife Management Director.	Completed.
To review and assess the performance of the Administrative assistant.	Wildlife Management Director.	The performance assessment of the Administrative Assistant was conducted in May 2016. It was decided that the probation period of the individual occupying the position will not be renewed.
To review and assess the performance of the Accounting/Bookkeeping Administrator	Wildlife Management Director.	The performance assessment of the Accounting Administrator was conducted in May 2016. The individual was offered a permanent position and accepted it.

A. HUMAN RESOURCE MANAGEMENT - CONTINUATION		
To review and assess the performance of the Wildlife Liaison Officer.	Wildlife Management Director.	The performance assessment of the individual occupying the Wildlife Liaison Officer was postponed due to her appointment as Interim Wildlife Management Director on September 12, 2016.
To review and assess the performance of the Wildlife Management Director.	Executive committee.	The performance assessment of the Wildlife Management Director was conducted on June 29, 2016. It was decided that the probation period of the individual occupying the position will not be renewed and came to an end on July 22, 2016. The new Management Director took office in December 2016.

B. FINANCIAL STATEMENTS FOR FY2015-16 and 2016-17

GOAL: To prepare the Financial Statement for the EMRWB for the 2015-16 and 2016-17 fiscal years.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Prepare the draft Financial Statement for external audit.	For development: Auditor with the assistance of Accountant and Bookkeeping Administrator. For review: Executive Committee. For approval: EMRWB.	Completed.
Audit of the Financial Statement at March 31st, 2016.	BDO Auditors.	Completed.
Present the Auditor's report to the Board members.	BDO Auditors.	Completed.
Approval of the Financial Statements for FY 2015-16.	Signature by 2 members after approval of a resolution to this effect has been passed by the members of the EMRWB.	Completed.
Submit Financial Statement to INAC, as required under Annex 5 of the Funding Agreement for FY 2016-17.	Chairperson.	Completed.
Prepare the activity progress and financial variance report for FY 2016-17.	Wildlife Management Director and Accountant and Bookkeeping Administrator.	Completed.
Develop financial administrative policies to support the EMRWB operations.	Coordination with the EMR, PC and IRB. Executive committee was mandated to continue working on it.	Completed.
Develop a policy section on the management and spending of the EMRWB Research Fund.	Executive committee.	The policy is being drafted and will be completed during FY 2017-18.

C. ANNUAL ACTIVITY REPORT FOR FY 2015-16

GOAL: To prepare an Annual Activity Report for the EMR WB for the 2015-16 fiscal year.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Prepare and approve the draft Annual Activity Report for FY 2015-16.	For development: Wildlife Management Director.	Completed.
	For approval: EMRWB members. Chairperson.	Completed.
Submit to INAC as required under Annex 5 of the Funding Agreement for FY 2015-16.		Completed.

D. ACCOUNTING ARRANGEMENTS

GOAL: To provide accounting/bookkeeping arrangements.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Periodically brief the EMRWB members on the status of the Board's financial position.	Wildlife Management Director and Accountant and Bookkeeping Administrator.	As required.

E. GIS MANAGEMENT SYSTEM

GOAL: To purchase and install a professional GIS with the capacity to consult, modify and create maps enabling the EMRWB to manage and monitor wildlife and participate in research activities.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Create a task force group to define the EMRWB's requirements in terms of GIS.	Wildlife Liaison Officer, EMRPC and EMRWB Directors and EMRPC Interim Chairperson	Completed.
Hire a consultant to assist the EMRWB in defining its needs in terms of GIS.	Wildlife Liaison Officer, EMRPC/IRB and EMRWB Directors and EMRPC Interim Chairperson.	Completed.
Purchase and install GIS software and related hardware in order for the EMRWB to meet its responsibilities under the EMRLCA.	For development: Wildlife Liaison Officer, EMRPC and EMRWB Directors and EMRPC Interim Chairperson.	Completed.
	For review: Executive Committee and EMRWB, EMRPC/EMRIRB Directors.	
Purchase and create relevant EMR maps in print and digital format.	For development: Wildlife Liaison Officer, EMRPC and EMRWB directors and EMRPC Interim Chairperson	A consultant was hired, the project will be completed during FY 2017-18.
Create thematic maps to suit the EMRWB website needs and other documentation.	Wildlife Liaison Officer, and selected consultants	
Provide training to the staff of the EMRWB to acquire the required GIS skills and competencies.	Wildlife Liaison Officer, and selected consultant.	The Wildlife Management Director and the Wildlife Liaison officer undertook a training session at ESRI during April 2016.

F. OPEN FILE SYSTEM/DATA MANAGEMENT SYSTEM

GOAL: Set up and implement a computing system enhancing capacity for data collection, processing, analysis, monitoring, and the use of data for planning, programming and implementing of the EMRLC.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Develop a management framework to deal with the legal considerations regarding the data stored into the open file system (public and private ownership).	Wildlife Liaison Officer and selected consultant.	This activity will be postponed indefinitely until the Board has gathered sufficient data.
Define the EMRWB's requirements in terms of data management systems and open file system.	Wildlife Liaison Officer.	Completed.
Hire a consultant to assist the EMRWB in defining its needs in terms of data management system.	Wildlife Liaison Officer and selected consultant.	Completed.
Purchase and install data management systems software and hardware in order for the EMRWB to fulfill its mandate under the EMRLCA.	Wildlife Liaison Officer and selected consultants.	Office 365 has been chosen as data management system.
Set up a cataloguing approach and protocols for information storage, sharing and retrieval.	Wildlife Liaison Officer and selected consultant.	This activity will be postponed indefinitely until the Board has gathered sufficient data.
Establish partnership with other entities for data and information sharing (CTA, NMRWB, NMWB).	Wildlife Management Director.	The establishment of communication frameworks have been established with the NMRWB, EMRPC and the NMRPC regarding the management decisions occurring in the Area of Overlap Interests.
Develop software applications to share, manage, process and analyze data compatible with the GIS platform.	Wildlife Liaison Officer and selected consultant.	A field data collection software has been purchased and installed on tablets.
Provide training to the EMRWB staff allowing them to properly use the data management system.	Wildlife Liaison Officer and selected consultant.	The EMRWB staff will be trained to use Office 365 as data management system during FY 2017-18.

5. COMMUNICATIONS

A. GENERAL

GOAL: To communicate and promote the mandate of the EMRWB with the Crees of Eeyou Istchee, the general public and other stakeholders and provide information regarding EMRWB activities in the EMR.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Prepare communication plan for the opening of the EMRWB office in Waskaganish in consultation with the EMRPC & the EMRIRB.	For development: EMRWB and EMRPC directors.	Joint presentations with the EMRPC/EMRIRB are being held in the five Cree coastal communities jointly with the consultations on research priorities. The process will be completed during FY 2017-18.
	For review and approval: Executive Committee and EMRPC.	
Submit an informational article to the Nation and in the Cree Hunters and Trappers Magazine.	Wildlife Liaison Officer and Wildlife Management Director.	An article was published in the Nation Magazine.
Prepare promotional material on operations of the EMRWB.	Wildlife Liaison Officer and Wildlife Management Director.	Completed.

B. WEBSITE

GOAL: To broadcast the EMRWB's mandate, activities and wildlife raw and interpreted data with the public.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Improve website design and define capacity requirements.	Wildlife Liaison Officer and consultant.	The website design has been improved and more content is progressively being developed.
Develop an intranet platform to share information within the EMR Boards.	Wildlife Liaison Officer and consultant.	Completed.
Develop and edit bilingual content related to the EMRWB mandate and function.	Wildlife Liaison Officer and consultant.	The main sections of the website will be translated from English into French during FY 2017-18.
Post EMRWB policies, decisions, documentation and data on the web site as relevant.	Wildlife Liaison Officer.	The consultation process on research priorities has been broadcasted on the website. A report will be published once the consultation process is completed during FY 2017-18.
Post press releases and news about EMRWB activities as relevant.	Wildlife Liaison Officer.	As required.

C. RELATIONSHIP BUILDING		
GOAL: To represent the EMRWB at various meetings and build relationships with the regional stakeholders		
ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Develop a protocol in cooperation with the EMRPC, NMRPC and NMRWB regarding the overlap areas.	Wildlife Management Director.	A protocol regarding Wildlife management in the area of overlap interests is currently being drafted with the NMRWB.
Continue effective working relationships amongst the three EMR Boards to support the wildlife management responsibilities of the EMRWB.	Wildlife Management Director.	As required.
Continue effective working relationships with adjacent wildlife management regimes (<i>i.e.</i> NMRWB, NMWB and the JBNQA).	Wildlife Management Director.	Joint decisions with the NMRWB have been made regarding the management of polar bears and belugas.
Attend AGA of the Cree Trappers Association.	Chairperson and Wildlife Management Director.	Completed.
Attend the AGA of the CNG/GCC(EI).	Chairperson and Wildlife Management Director.	Completed.
Attend meetings with the working group reviewing the Nunavut Wildlife Act Regulations.	Wildlife Management Director and Vice-Chairperson.	As required.
6. CREE TRAPPER'S ASSOCIATION		
A. PARTNERSHIP WITH THE CREE TRAPPER'S ASSOCIATION		
GOAL: To develop and maintain a fruitful and durable cooperation with the Cree Trapper's Association.		
ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Prepare draft Funding Agreement between the EMRWB and the CTA setting out the terms and conditions related to the transfer of funds to the CTA and the reporting responsibilities of the CTA with respect to its EMR activities for the FY 2016-17.	Wildlife Management Director and Accountant Administrator.	Completed.
Prepare definitive version and make arrangements for signature of the Funding Agreement for the FY 2016-17.	Wildlife Management Director.	Completed.

A. PARTNERSHIP WITH THE CREE TRAPPER'S ASSOCIATION - CONTINUATION		
Establish a partnership agreement with the CTA to facilitate the implementation of EMRLCA.	Executive Committee members of CTA and EMRWB.	A draft agreement has been prepared and is currently under review by the executive members of the EMRWB and CTA.
Organize an Strategic Planning Workshop with the executive members and the EMR-CTA officers of the Cree Trappers' Association.	Wildlife Management Director, Wildlife Liaison Officer and 2 members of the Research committee sub-group.	The workshop was held in March 2017.
Provide support and coaching to the Local EMR Officers and CTA Wildlife Liaison Officer.	Wildlife Liaison Officer and Wildlife Management Director.	As required.
7. WILDLIFE MANAGEMENT PROJECTS		
A. PRIORITY PROJECTS RELATED TO SPECIES AT RISK WITHIN THE EYYOU MARINE REGION-POLAR BEARS		
GOAL: To participate in the management of the Polar Bear populations in the Eeyou Marine Region.		
ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Participate in the polar bear management working group (with HFTCC).	Wildlife Management Director and Vice-Chairperson.	The Board participated in two meetings held by the group, one conference call in June 2016 and one meeting in person in September 2016.
Research project on Southern Hudson Bay polar bear population.	Wildlife Management Director, Wildlife Liaison Officer and 2 members of the Research committee sub-group.	Consultation in the five Cree coastal were performed during winter 2017.
Develop a strategy with government officials, outlining how local EMR officers could assist in meeting Canada's commitments under the Circumpolar Action Plan for Polar Bears.	2 Research Committee subgroup members with assistance from the CTA Wildlife Liaison Officer and in cooperation with the Local EMR Officers.	As required.

B. PRIORITY PROJECTS RELATED TO SPECIES AT RISK WITHIN THE EYYOU MARINE REGION-BELUGA WHALES

GOAL: To participate to the management of the beluga whale stocks in the Eeyou Marine Region.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Develop a strategy, in cooperation with officials from Fisheries and Oceans Canada, outlining how the Local EMR Officers could assist in implementing a Beluga Management Strategy for the Eeyou Marine Region.	Two Research Committee subgroup members with assistance from CTA Wildlife Liaison Officer and in cooperation with the Local EMR Officers.	Ongoing during FY 2017-18.

C. PRIORITY PROJECTS RELATED TO SPECIES AT RISK WITHIN THE EYYOU MARINE REGION-AS MAY BE IDENTIFIED

GOAL: To develop a framework for the management of other species at risk that may be identified in the Eeyou Marine Region.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Follow-up on the recovery strategy of rusty black bird, the Little brown and Nordic bats.	Wildlife Management Director and staff.	As required.
Follow-up on the COSEWIC status report for the caribou.	Wildlife Management Director and staff.	As required.
Assist in the development of project proposals for any wildlife species that are identified as being at risk in the EMR, in cooperation with officials from government departments and agencies.	Wildlife Management Director and staff.	In August 2016, the Board cooperated with Nature Canada and the Cree Nation Government to perform a survey of shorebirds along Rupert Bay and on Charlton Island.
Provide support to the project proposal for the Red Knot, in cooperation with the CNG, Nature Canada and LEMR in Waskaganish.	Wildlife Liaison Officer and Wildlife Management Director, Local EMR Officer in Waskaganish.	The Local EMR/CTA officer has been assisting Environment Canada representatives to present the recovery strategy for the Red Knot in Waskaganish.
Capacity development and awareness: workshops and informative materials distribution on species at risk (Red Knot, Yellow Rail) and species traditionally harvested by the Crees (waterfowls).	Wildlife Liaison Officer and Wildlife Management Director, two Research Committee subgroup members, EMR-CTA Wildlife Liaison Officer and 5 Local EMR-CTA Officers.	A workshop was held in June 2017.

C. PRIORITY PROJECTS RELATED TO SPECIES AT RISK WITHIN THE EEYOU MARINE REGION-AS MAY BE IDENTIFIED - CONT'D		
Collect Cree knowledge on species at risk (Red Knot, Yellow Rail) and species traditionally harvested by the Crees (waterfowls).	Wildlife Liaison Officer and Wildlife Management Director, two Research Committee subgroup members, EMR-CTA Wildlife Liaison Officer and 5 Local EMR-CTA Officers.	Interviews were performed In June 2017.
Shorebirds and migratory bird inventories on species at risk (Red Knot, Yellow Rail) and species traditionally harvested by the Crees (waterfowls).	Wildlife Liaison Officer and Wildlife Management Director, two Research Committee subgroup members, EMR-CTA Wildlife Liaison Officer and 5 Local EMR-CTA Officers.	Inventories were conducted during June and August 2017.
Motus Tower set up to capture transmissions from birds travelling through Eastern James coast and improve the current tower network.	Wildlife Liaison Officer and Wildlife Management Director, two Research Committee subgroup members, EMR-CTA Wildlife Liaison Officer and 5 Local EMR-CTA Officers.	Modus tower units were set up during August 2017.
Research project on fish stocks in the EMR: literature review and collection of Cree knowledge.	Wildlife Liaison Officer and Wildlife Management Director, two Research Committee subgroup members, consultant and 5 Local EMR-CTA Officers.	Literature review is ongoing and will be completed during FY 2017-18. Consultations will be performed subsequently.
Gather information on potential species for the establishment of TATs and NQLs.	Wildlife Liaison Officer and Wildlife Management Director, Local EMR Officers.	As required.

8. WILDLIFE RESEARCH FUND

A. ARRANGE FOR THE EMRWB TO BEGIN DIRECT ADMINISTRATION OF THE WILDLIFE RESEARCH FUND

GOAL: To administer the Wildlife Research Fund in order for the Board to start the process of requirements and deficiencies pertinent to Wildlife management and the rational utilization of Wildlife resources in the EMR and of identifying relevant people to do research that is required, as specified under subsection 13.3.1 of the EMRLCA.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Monitor the investment and managers.	AON HEWITT.	As required.
Evaluate the monitoring performance.	EMRWB members.	As required.
Appoint the Executive Committee as the Investment Committee.	EMRWB members.	Completed.

B. DEVELOP THE CONTENT OF THE RESEARCH PROGRAM IN CONSULTATIONS WITH THE EMR COASTAL COMMUNITIES AND POTENTIAL PARTNERS.

GOAL: To initiate the process of identifying requirements and deficiencies pertinent to Wildlife management and the rational utilization of wildlife resources and identifying relevant people to undertake the wildlife research that is required, as specified in under section 13.3.1 of the EMRLCA.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Finalize the consultation plan.	Staff and 2 members from the Research Committee sub-group.	Completed.
Hold community consultation based on the summary paper.	Executive Committee/Wildlife Management Directors/LEMR officers.	Waskaganish consultation was completed. in May 2016. Whapmagoostui was consulted in November 2016 and Wemindji was consulted in March 2017. The two remaining communities will be consulted during FY 2017-18.
Produce a post-consultation report.	Wildlife Management Director.	Postponed until the consultations with the communities are completed.
Review the final version.	Wildlife Management Director and EMRWB members.	Postponed until the consultations with the communities are completed
Develop partnership and funding agreement for the selected projects.	Wildlife Management Director.	Postponed until the consultations with the communities are completed

C. DEVELOP AN APPROACH TO CONSIDER AND APPROVE RESEARCH PROJECTS IN THE EMR REGION.

GOAL: Develop a team for the evaluation of the projects.

ACTIVITIES	WHO'S ACCOUNTABLE	STATUS OF COMPLETION
Develop a research team within the various stakeholders to evaluate the EMR projects.	Wildlife Management Director, Wildlife Liaison Officer and 2 members of the Research committee sub-group.	Postponed until the consultations with the communities are completed.
Develop an evaluation grid according to the EMRWB's research priorities.	Wildlife Management Director, Wildlife Liaison Officer and 2 members of the Research Committee sub-group.	Postponed until the consultations with the communities are completed.