MEETING NOTES

Third Pickhandle Lakes Steering Committee Meeting
Whitehorse
Canada Games Center - Boardroom

May 5th & 6th, 2011

Members | David Johnny Sr. White River First Nation · **Sam White** Kluane First Nation · **Bob Kuiper** Yukon Government · **Karen Clyde** Yukon government

Support Staff | Tess McLeod Yukon government · **Troy Pretzlaw** Yukon government

Regrets | Michelle Sicotte Yukon government

New Action Items

Action 11-5-1: Tess to talk to wildlife viewing programs about putting signs up at Pickhandle Lakes about the management plan process and HPA designation.

Action 11-5-2: Nancy will send out a list of questions the committee should consider when creating a newsletter or survey.

Action 11-5-3: Tess/Michelle will create a draft of the newsletter/survey, with updates about the management plan process for review at the next meeting.

Action 11-5-4: Tess/Michelle will create a webpage for Pickhandle Lakes and put a notice of the process in the paper by early June.

Action 11-5-5: Tess will make edits to the work plan and provide to all members. The work plan will be a standing item on the agenda for all future meetings.

Action 11-5-6: Tess will complete notes from the community meetings in Beaver Creek and Burwash Landing held in February, 2011. These notes will be sent to all committee members.

Action 11-5-7: Tess will talk to Mike Gill at Canadian Wildlife Service to find out more information on the scheduling of waterfowl surveys at Pickhandle Lakes.

Action 11-5-8: Tess will talk to the Fisheries program about completing fish surveys at the July gathering.

Action 11-5-9: Tess will organize water sampling work for July.

Action 11-5-10: Tess will create a summary table with all the information we have and where the data gaps are.

Day 1: May 5th, 2011

1. **Meeting Start**
   The meeting started at 10:00am on Thursday morning.

2. **Review of agenda**
   An additional item was added to the agenda: Discussion/brainstorm on all data gaps and where work needs to be completed. Agenda was then approved.

3. **Review of Minutes**
   Meeting notes from the January 10th, 2011 meeting were approved and all action items were addressed.

4. **Review of Term of Reference & Operating Procedures**
   The following changes to the operating procedures were requested:

   - Invited guests will be noted in the agenda. The agenda will be distributed to committee members before each meeting. Unless a committee member does not agree with the guest joining the meeting, it will be assumed that person will attend the meeting.

- Meeting notes should be distributed no longer then two weeks after a meeting.

The committee reviewed the terms of reference and operating procedures and additional edits were made. The committee agreed that May 20th, 2011 would be the deadline for all additional comments in order to finalize these documents**.**

5. Updates

Chief David Johnny gave a summary of the muskrat camp that took place at Pickhandle Lake in early April. The camp was successful, and turn out was high. It was difficult to find muskrat push-ups due to high snow levels.

Tess gave an update on the Asi Keyi Natural Environment Park process and about a letter received by Parks Yukon from Kluane First Nation requesting co-coordination of public meetings and events with the Pickhandle Lakes HPA management plan process.

6. Table of contents for the management plan

The committee completed a draft table of contents for the management plan. This will be a working document and will be revised as needed.

7. Communication Strategy

Nancy Campbell (Environment Yukon, Communications Officer) attended the meeting to address a communications strategy for the committee. Nancy suggested a newsletter should be sent out to the Burwash Landing and Beaver Creek residents with an update about what the steering committee is planning and how they can be involved. The newsletter should include a small survey about Pickhandle Lakes HPA. The committee agreed that a webpage would be valuable tool for people to use to find information about the HPA. It could also be a way to get input from the public. A legal notice will go out in the newspaper letting the public know that the management plan process has started and will ask for any comments or question people may have. The communication strategy will go hand in hand with the committee's work plan.

Day 2: May 6th, 2011

8. **Review of the February community meeting**

   The committee discussed the outcome of the community meetings held in Beaver Creek and Burwash Landing in February, 2011. Written recorded of the meeting will be completed and sent to all committee members. A newsletter updating the community on the steering committees plans will be sent out in early June 2011.

9. **Work plan**

   The committee completed a work plan that will be an on-going agenda item for future meetings. The work plan gives a timetable of when certain aspects of the management plan process should be completed.

10. **Field work for 2011**

    The committee discussed data gaps and potential field work for the coming summer field season. The committee will be meeting again in two weeks to finalize this work.
    The committee decided on the following field work projects for the summer of 2011:

    June -
    - Gathering local knowledge – door to door survey in Beaver Creek and Burwash Landing.

    July -
    - Gathering local knowledge – two day trip to Pickhandle Lakes with elders from Beaver Creek and Burwash Landing.
    - Fish survey
    - Vegetation study
    - Installing camera traps
    - Water sampling

August –

- Small mammal study
- Fish survey

11. Next meetings

The committee's next meeting will be held in Whitehorse on May 25th, 2011.

12. Adjournment

The meeting was adjourned at 3pm on May 6th, 2011.