



minutes

Yellowknife Search and Rescue Board Meeting

Date: March 12, 2024

Time: 7:00 PM MT

Location: [MS Teams](#)

Present: Amanda Herbert | Tom Girrion | Bill Peck | Jurjen van der Sluijs | Jacqueline Mo

1 Call to Order – 7:05 PM MT

2 Approval of Previous Meeting Minutes – Deferred.

3 Governance

Electronic Files – Corporate Registries – Upload to Dropbox – Amanda

- Amanda may need some Corporate Registries documents for the De Beers grant application.
- Action Item: Jackie to upload documents to Dropbox.

4 Command

Team Leads – Meeting Attendance – Amanda

- Tom confirmed that historically, the Board of Directors' meetings have been open to any members who wish to attend and observe; no issues with ICS team leads attending.
- To start, Amanda will check with Eva (team lead, Public Information Team) on her availability for upcoming meetings.

5 Safety

Operations – Amanda/Tom

- Amanda requested that this be added to the agenda moving forward, so that Operations (Tom) can raise any safety issues as they arise – or give an update of “no concerns”.
- Tom confirmed that he has no problem with this from an Operations perspective.
- No safety concerns to report at present. Typically, if we are on a search, there is a safety briefing where we ID risks and mitigation. If searchers do not feel safe, whether from a



mental/emotional/physical standpoint, they are not under any obligation to continue with the search.

6 Liaison

SARVAC Update – Tom

- Tom has paid the annual SARVAC fee and has the receipt; can hold on to it until we have a new Treasurer confirmed.
- Tom reports that there is a team trying to get organized in Fort MacPherson. Tom has been in touch with them and will continue to follow up.

GNWT MNP LLP Report – Tom

- The MNP LLP report is in our inbox and also on the website (in the Library section of the website for download). Keep in mind that this report was released 2 years ago.
- Amanda flagged one interesting takeaway: that the report identified MACA as the best department to handle SAR, and best suited for the role of YKSAR's home. That role has not been clearly delegated to date.
- The report also states that the GNWT should be funding YKSAR; that by their calculations, the GNWT need to find another \$700k (approximately) to fund everything the consultants believe SAR should be provided funding for. With the cost-cutting exercise the GNWT is undergoing at the moment, this will be unlikely.
- The report also stated that YKSAR should be working towards national standards and recommended the GNWT hire staff overall to support SAR.
- Now that we have access to this report, it's a clear conclusion that funding should be available to organizations like us, so the Board should formally respond to seek additional funds from the GNWT. However, now is not the best time; there may be value in waiting until the fall, after the wildfire season.
 - In a normal year, now would be a good time to slot this in as a line item and put this forward for consideration as they're setting the budget – especially since the GNWT is currently prioritizing work on the *Missing Persons Act*. However, with the cost-cutting budget exercise they are completing this year, our request will more than likely be rejected.
- The Board recommends sending a letter in/around November 2024, to ask MACA to consider us in advance of the next fiscal year. The Board agrees that next steps should involve:
 - **Determining a strategy** or path forward, in consultation with interested tacticians (volunteers), for implementation in Fall 2024. For example, we need to plan what's next (beyond the letter), and what to do if the Minister asks to meet with us.
 - **Drafting a letter** in response to this report, that *given the conclusions in the report, YKSAR should be requesting funds to do our jobs safely and efficiently*. The letter should identify all the things we feel should merit funding, etc.
 - **Potentially seeking a meeting** with the Minister in Fall 2024.



-
- Action Item: The Board will familiarize themselves with the report and return to discuss this at a later meeting. This agenda item will be kept under Liaison and possibly moved up to Public Information for discussion if the Public Information Team is consulted.
-

7 Operations

Training Report and Monthly Call-out – Tom

- WFA training dates are now confirmed; currently waiting on MACA to open up the registration process, at which point Tom will alert members who have signed up. It's looking like both the April and May courses will be full.
- YKSAR will once again support the Frostbite 55; we have enough volunteers and may have some members of the Canadian Armed Forces join us.
- The Basic Searcher course is still on track for May and June (May 24-26, then May 31-June 2).
- The monthly call-out numbers are good, and interest remains steady. We are offering enough variation on the drill scenarios that have piqued interest a bit.

Recent Searches – Tom/Bill

- No searches as yet this month.

Morel Mushroom Pickers – Safety Initiative/Program – Tom

- After ITI confirmed that this was a good idea but not their purview, Tom received an email from the Fishing, Farming and Forestry side indicating that they may be rolling out an information program on this. Tom suggested on-the-ground training sessions with mushroom pickers; the individual he spoke with confirmed she will return with an answer on whether there is interest in a contribution agreement.
- Ideally, Tom would like to put together a small group to run a program for mushroom pickers, with Operations and Training combined.

8 Fund Development

Ambassadors for Good Grant (DeBeers) – Amanda

- Michelle, a YKSAR volunteer and DeBeers employee, is pursuing a grant for YKSAR. This grant is not for operating expenses, but rather for special projects.
- There are two parts to this grant application: one part to be completed by Michelle, and the other for YKSAR to complete. The deadline is March 29, 2024.
- The Board discussed a communications lack that purchasing inReach units might fix, and that funds could go toward combination GPS/inReach units. (The last two searches we've been contacted about were through inReach to the RCMP, and with the mushroom picker search a few years ago, we needed a dedicated team to keep the repeater system going every day, which involved canoeing out. With an inReach, we would not require the whole repeater system.
- A Starlink unit would also be welcome but the GPS and inReach units may max out the grant.



-
- Jurjen confirmed that he has language from the Garry Robinson grant application that would be applicable to this and can cost out the units and plans as well.
 - Next steps: Tom and Jurjen will meet and liaise with Michelle to get on the same page. Amanda will wait to hear from Tom and Jurjen and will work on the grant application on her end.

9 Logistics

Equipment Director's Report – Jurjen

- The inventory of the SAR Loft is complete, with updating replacement unit costs to be tackled next.
- Everything is good to go for the Frostbite 55: Jurjen will pick up some consumables and wood, and tin foil and garbage bags will be reimbursed by MultiSport.

Membership Report – Bill

- Year-end is coming up: Bill will send an email that membership fees are due.
- Amanda will sign the CRA letters and will get them to Bill tomorrow.
- Responses were typical for the monthly call-out, no surprises.
- Bill will need to reconcile the membership fees from this current fiscal year; may need to do this before we have a new Treasurer in place. Bill will figure this out before the next BOD meeting.
- Reminder: we have an invoice from Keller due for the website; Tom to pay, and Amanda and Jackie will sign the cheque.

Volunteer Resources – Yellowknife Volunteers – Amanda

- The Board confirmed no issues with posting YKSAR volunteer opportunities on the website Amanda has been working on – www.yellowknifevolunteers.ca – and noted our volunteers must be at least 18 years old and require a criminal record check.
- The Constitution/Bylaws do not state that volunteers have to be members.

Volunteer Appreciation Event – Amanda

- After discussing options, the Board agreed with Jurjen's idea that the AGM and Volunteer Appreciation Event be combined, to be held at the YK River.
- Planning to continue – preliminary thoughts include hotdogs (regular/vegetarian) and fixings; water; firewood; Ruth Lee Manikin for photo op.

10 Finance

Radio Licence from Innovation, Science and Economic Development Canada (ISED) – Amanda

- Amanda has paid for the annual radio licence; \$245.85 to be reimbursed to Amanda.
- Reminder that Tom will pay the website fee and has paid the SARVAC fee – will need to be reimbursed for both.



11 Public Information

Ruth Lee Manikin – Photo Op – Amanda

- Amanda has completed a Certificate of Appreciation for ALG Safety.
- Potential photo op during the Volunteer Appreciation Event: will ask members to bring their jackets (if they have them), and we will bring the manikin.

Basic Searcher Advertising – Amanda

- Eva and the Public Information Team have completed the poster, but it is still too early to post on social media. The team has a plan and volunteers in place.

Message from Producer via Facebook Messenger – Amanda

- Amanda will get Tom in touch with the producer for that initial conversation.
- Reminder: Steacy Curry is a Producer with Attraction. They are currently developing a series that takes place in the NWT – a “follow doc” that follows various characters in their day-to-day jobs, facing the natural stakes that come along with operating in the NWT and dealing with climate change. Would like to speak with someone at YKSAR; thinks what we do would be really interesting to see on TV.

12 **Next Meeting** – Tuesday, April 16, 2024, due to Easter Long Weekend. (Tuesdays moving forward.)

13 **Adjournment** – 8:54 PM MT
