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Comité consultatif de l'environnement Kativik  
Kativik Environmental Advisory Committee

**MINUTES OF THE 136TH MEETING OF THE KEAC  
(ADOPTED)**

**DATES:** June 18, 19 and 20, 2013

**PLACE:** Municipal office, Umiujaq

**PRESENT:**

**Kativik Regional Government (KRG) appointees:**

Michael Barrett, Chairperson  
Betsy Palliser, Vice-Chairperson

**Government of Canada appointees:**

Claude Abel  
Thessa Girard-Bourgoin  
Gilles H. Tremblay

**Government of Québec appointees:**

Paule Halley  
Sylvie Létourneau  
Julie Samson

**Executive Secretary:**

Benjamin Patenaude

**Environmental Analyst:**

Nancy Dea (by conference call on June 18 and 19, 2013)

**Consultant:**

Stéphanie Benoit

**ABSENT:**

Joseph Annahatak, KRG appointee

## 1. Call to Order and Adoption of the Agenda

The 136th meeting of the Kativik Environmental Advisory Committee (KEAC) began at 9 a.m. on June 18, 2013, at the municipal office in Umiujaq. The chairperson opened the meeting and invited the members to propose changes to the agenda. The agenda was then adopted unanimously. The 136th meeting of the KEAC took place in accordance with the agenda below:

1. Call to Order and Adoption of the Agenda
2. Adoption of Minutes of the 133rd, 134th, and 135th Meetings as well as the Conference Calls on March 14 and April 30, 2013
3. Business Arising from the 135th Meeting and Correspondence
  - a) Matters Outstanding
    - i) Drinking Water
    - ii) Abandoned Camps
    - iii) Mid-Canada Line Clean-Up
    - iv) Fees for the Issuance of Certificates of Authorization – MDDEFP
    - v) Transportation Plan for the Nord-du-Québec Region
    - vi) Environmental Assessment Procedures Applicable to the Hopes Advance Iron Mining Project
    - vii) *Canadian Environmental Assessment Act (2012)*
  - b) Correspondence Sent
    - i) Aluminium Can Recycling in Nunavik
    - ii) Request by COFEX-North
    - iii) New Guide for Project Proponents – MDDEFP
    - iv) Guide for Project Proponents – MCC
  - c) Correspondence Received
    - i) Strategic Plan for Biodiversity 2011–2020 – Environment Canada
4. Budget, Secretariat and Members
  - a) Secretariat
  - b) Members
    - i) New Members Appointed by the Government of Québec and the KRG
  - c) Budget
    - i) Financial Update
    - ii) Funding
  - d) Internal Management
    - i) New Chairperson and Vice-Chairperson

- e) Annual Report, 2012–2013
  - f) Five Year Action Plan, 2015–2020
5. Environmental Assessment in Nunavik
- a) Revision of Schedules 1 and 2 of Section 23 of the JBNQA
  - b) Working Group on Public Participation – MDDEFP
  - c) Environmental Assessment Pamphlet
  - d) Pilot Training Project on Environmental Assessment in Nunavik
6. Mining Activity
- a) Mining Exploration on Category I and Adjacent Lands
  - b) Mining Development Workshop, Kuujuaq 2013
  - c) Public Consultations on Port Infrastructure – Nunavik Nickel Mining Project
  - d) Bill 43, *Mining Act* – MRN
7. Residual Materials Management
- a) Nunavik Residual Materials Management Plan – KRG
  - b) Household Hazardous Residual Materials Awareness Campaign
8. Public Consultations on Uranium Exploration and Exploitation
9. Protected Areas
- a) Nunavik Parks – Update
  - b) Database of Protected Areas
10. Communications
- a) KEAC Website
  - b) Social Media and Discussion Forum
  - c) KEAC Column in *Makivik Magazine*
11. Miscellaneous
- a) *Fisheries Act*
  - b) *Government Sustainable Development Strategy 2008–2013*
  - c) Secrétariat au développement nordique
  - d) Inspection Tour – MDDEFP
12. Dates and Places of Next Meetings

## **2. Adoption of Minutes of the 133rd, 134th, and 135th Meetings as well as the Conference Calls on March 14 and April 30, 2013**

The members shared their comments on the minutes of the 133rd, 134th, and 135th meetings as well as the conference calls on March 14 and April 30, 2013. The appropriate modifications were made. The minutes from the 133rd and 134th meetings were adopted. The adoption of the minutes from the 135th meeting and the conference calls on March 14 and April 30 was deferred to a later date.

## **3. Business Arising from the 135th Meeting and Correspondence**

### a) Matters Outstanding

#### i) Drinking Water

On August 6, 2012, the KEAC received a letter from the Société d'habitation du Québec (housing corporation, SHQ) with current information on drinking water tank maintenance for social housing units in Nunavik. The letter states that the SHQ has asked the Kativik Municipal Housing Bureau (KMHB) to develop a proposal for a water tank cleaning program in Nunavik. The SHQ has requested the KMHB develop a cleaning technique different from the one currently used and to provide an estimate of its associated costs.

The members were informed that a meeting of the Kativik Housing Committee took place April 5, 2013, in Kuujuaq. The subject of water tank cleaning in Nunavik's social housing units was among the items on the agenda. With the information it currently possesses, the Committee considers that the quality of the water and the condition of water tanks in Nunavik's social housing units are acceptable. However, a cleaning program will be started next year.

The members requested that a letter be sent to the KMHB to acknowledge the initiative. Copies of the reports from the Nunavik Regional Board of Health and Social Services and the École Polytechnique (Université de Montréal) should accompany the letter in order to inform the KMHB of the environmental and social problems posed by the poor maintenance of drinking water tanks.

#### ii) Abandoned Camps

On April 5, 2013, the environmental analyst received an email from the regional office of the Ministère des Ressources naturelles (natural resources, MRN) with regards to the possibility of having one of their representatives deliver a presentation at the 137th meeting of the KEAC. The MRN also requested that a representative of the Hunting, Fishing, and Trapping Coordinating Committee attend the presentation. The members requested that the availability of these guests be confirmed once the dates and location of the 137th meeting are set.

#### iii) Mid-Canada Line Clean-Up

In May 2012, the KEAC transmitted a position paper to the federal and provincial administrators of the *James Bay and Northern Québec Agreement* (JBNQA) with regards to the restoration of the Mid-Canada Line sites in Nunavik. The members reviewed the topic and asked that a letter be sent to the deputy minister of the Ministère du Développement durable, de l'Environnement, de la Faune et des Parcs

(sustainable development, environment, wildlife and parks, MDDEFP) to request an update on the status of this project.

iv) Fees for the Issuance of Certificates of Authorization – MDDEFP

In February 2012, the KEAC transmitted a letter to Diane Jean, former deputy minister of the MDDEFP, regarding fees for projects subject to the environmental and social impact assessment and review procedure under Chapter II of the *Environment Quality Act*. The KEAC received a response from the deputy minister in April 2012 indicating that the KEAC's comments would be taken into consideration. Although the MDDEFP seems to be studying various scenarios to introduce fees in the north, the members intend to monitor the file and discussed possible actions.

v) Transportation Plan for the Nord-du-Québec Region

In January 2013, the KEAC transmitted a letter to Dominique Savoie, deputy minister of the Ministère des Transports du Québec (transportation, MTQ), with regards to the status of the Transportation Plan for the Nord-du-Québec Region. In March 2013, the KEAC received a response from the regional office of the MTQ that provided a non-chronological description of the measures implement by the department since 2005 regarding the Plan. The members requested that arrangements be made to have an MTQ representative provide an update and presentation on this topic at a future KEAC meeting.

vi) Environmental Assessment Procedures Applicable to the Hopes Advance Iron Mining Project

The KEAC received a letter from the Canadian Environmental Assessment Agency (CEAA) dated April 24 explaining why the Hopes Advance Iron Mining Project (Aupaluk region) was subject to the federal environmental assessment procedure under the *Canadian Environmental Assessment Act (2012)* and not to the federal procedure under Section 23 of the JBNQA. In particular, it was pointed out that the project falls under provincial jurisdiction and that, in accordance with the provisions of the JBNQA for these circumstances, the federal procedure under Section 23 of the JBNQA does not apply.

Comparing the Hopes Advance Iron Mining Project to the Nunavik Nickel Mining Project by Canadian Royalties Inc., the members noted that the federal government has applied two different environmental assessment procedures for two similar projects involving the construction of a mine and port infrastructure. In fact for the Canadian Royalties project, the two federal procedures were applied (the procedure under the *Canadian Environmental Assessment Act* and the procedure under Section 23 of the JBNQA). The members asked that a letter be prepared for the CEAA to request an explanation regarding the different application of procedures for these two similar projects.

vii) *Canadian Environmental Assessment Act (2012)*

At the 135th meeting of the KEAC, the members discussed the possibility of preparing a brief on KEAC concerns regarding the new *Canadian Environmental Assessment Act (2012)*. After further discussion, the members decided to not prepare a brief since the Act has already been adopted.

b) Correspondence Sent

i) Aluminium Can Recycling in Nunavik

At the 135th meeting of the KEAC, the members requested that the environmental analyst draft a letter to RECYC-QUÉBEC to inform it of the situation regarding aluminium can recycling in Nunavik. A second letter and copy of the briefing note was also transmitted to retailers in the region to make them aware of the correspondence sent to RECYC-QUÉBEC as well as their legal obligations regarding refundable containers. These letters were sent on April 8, 2013.

In early May 2013, the KEAC received a response by telephone from Dominic Plaziac of RECYC-QUÉBEC. A follow-up email received on June 5, 2013, stated that Nunavik residents should use the existing recycling program implemented by the Federation of Cooperatives of Northern Québec and that future matters related to this topic should be addressed to the director of Boissons Gazeuses Environnement (BGE). The KEAC has not received any follow-up from retailers. The members requested that a copy of the letter and the briefing note be transmitted to the director of BGE.

ii) Request by COFEX-North

On December 18, 2012, the KEAC received an email from Claude Langlois, chairperson of the Federal Environmental and Social Impact Review Panel (COFEX-North), requesting that COFEX-North meeting minutes be posted on the KEAC website. The members concluded that the mandate of the KEAC requires it to remain independent of those organizations it is responsible for monitoring. On April 26, 2013, the KEAC sent a response letter to COFEX-North declining the request.

iii) New Guide for Project Proponents – MDDEFP

The MDDEFP recently produced a guide for project proponents in the territory covered under the JBNQA. The document sets out the elements that must be included in initial project descriptions in accordance with the environmental and social assessment procedure established under Section 23 of the JBNQA. Requirements for “grey-zone” projects are also included. The KEAC transmitted the new guide to the KRG for its future development projects.

iv) Guide for Project Proponents – MCC

At the 135th meeting of the KEAC, Pierre Desrosiers, an archaeologist with the Ministère de la Culture et des Communications (culture and communications, MCC), gave a presentation on amendments to the *Cultural Heritage Act* as well as on the new guide for project proponents.

On April 30, 2013, the KEAC transmitted two letters on this topic. The first was addressed to Clement d’Astous, deputy minister of the MDDEFP, indicating the recent amendments to the *Cultural Heritage Act* and the new guide for project proponents. The second was addressed to Rachel Laperrière, deputy minister of the MCC, providing the KEAC’s feedback on the guide.

c) Correspondence Received

i) Strategic Plan for Biodiversity 2011–2020 – Environment Canada

On May 28, 2013, the KEAC received a letter from the Honourable Peter Kent, Minister of the Environment, in response to KEAC comments transmitted on January 31, 2013, with regards to the Strategic Plan for Biodiversity 2011–2020. The Minister thanked the KEAC for its comments and requested continued collaboration between the organizations with a view to achieving the objectives contained in the Plan. The members were satisfied with the Minister's response and asked to be kept informed of developments concerning the Plan.

**4. Budget, Secretariat and Members**

a) Secretariat

On April 1, 2013, Benjamin Patenaude undertook the duties of executive secretary of the KEAC and, on May 1, 2013, Stéphanie Benoit was hired as a consultant to work on various KEAC files. The members discussed options in light of the departure of the environmental analyst in a few months. It was agreed to direct the KEAC administration subcommittee to review the issue. The members also discussed the financial implications of housing for the executive secretary in Kuujuaq.

b) Members

i) New Members Appointed by the Government of Québec and the KRG

The members welcomed Julie Samson who was recently appointed by the Government of Québec. It was also announced that the KRG had recently appointed Joseph Annahatak to replace Adamie Kalingo. The members warmly thanked Mr. Kalingo for his contributions to the KEAC.

c) Budget

i) Financial Update

At the 135th meeting, the members directed the executive secretary to develop a comparative report on KEAC expenses for the period from 2000 to 2012. The report will be helpful evaluating budget needs for the upcoming year. Further to analysis of a preliminary document, the members asked that it be revised by an accountant for the next meeting.

ii) Funding

The members were informed that, as of 2014–2015, Aboriginal Affairs and Northern Development Canada will replace the CEAA as the federal government organization responsible for the joint funding of the KEAC along with the Government of Québec.

As well, the members discussed budget forecasts and funding for the coming years given that KEAC expenses have been growing annually. It was agreed to create a subcommittee to revise and validate

increased annual funding for the KEAC. The funding request must be transmitted quickly as detailed analysis will need to be carried out by the funding parties.

d) Internal Management

i) New Chairperson and Vice-Chairperson

It was announced that the new chairperson of the KEAC for 2013–2014 will be Michael Barrett and the vice-chairperson will be Joseph Annahatak. The members thanked Sylvie Létourneau for serving as chairperson as well as Thessa Girard-Bourgoin for serving as vice-chairperson during 2012–2013.

e) Annual Report, 2012–2013

A draft version of the table of contents for the 2012–2013 KEAC annual report was discussed. The members decided to create a subcommittee for the preparation of a preliminary draft of the annual report in collaboration with the consultant. The first draft is scheduled to be submitted in mid-July.

f) Five-Year Action Plan, 2015–2020

The environmental analyst described the work undertaken for the KEAC's 2015–2020 five-year action plan. The members discussed the importance of such an action plan for the KEAC and the difficulty involved completing an in-depth renewal of the action plan given the organization's mandate and the dynamic character of its areas of action. The KEAC intends to carry on with the process and renew its five-year action plan.

## **5. Environmental Assessment in Nunavik**

a) Revision of Schedules 1 and 2 of Section 23 of the JBNQA

The members followed up on the revision of the schedules of Section 23 of the JBNQA because they consider it a major issue for Nunavik Inuit. Once again, little information was available on this topic. It was mentioned that negotiations are taking place between the Cree and the MDDEFP regarding the revision of schedules 1 and 2 of Section 22; however, nothing seems to be happening with regards to Section 23. The members reiterated that the revision procedure and mechanisms for schedules 1 and 2 of Section 23 should be defined and that the federal government should be involved in the process.

b) Working Group on Public Participation – MDDEFP

For about a year, the members have received no news on the working group, which is the responsibility of the MDDEFP. As it is important to ensure that the tentative actions proposed to modernize information and public participation under the environmental and social impact assessment and review procedure are implemented rapidly, the members asked that a letter be transmitted to the deputy minister of the MDDEFP requesting an update on the status of this file and underlining the importance of following up on the proposed actions.

c) Environmental Assessment Pamphlet

At the 135th meeting, the members discussed the possibility of producing a pamphlet to accompany a training program on the four environmental assessment procedures applicable in Nunavik. A draft text and format were presented. The members asked the subcommittee to review the production details for the pamphlet.

d) Pilot Training Project on Environmental Assessment in Nunavik

The members again discussed the possibility of creating a training program for Inuit on environmental assessment and the procedures applicable in Nunavik. The members had requested that a pilot project proposal be prepared. The environmental analyst presented the costs of such a project and provided a copy of the training delivered to Cree through a similar training program. The members decided to postpone the project due to the associated costs.

## **6. Mining Activity**

a) Mining Exploration on Category I and Adjacent Lands

The members again discussed the provisions of Section 7 of the JBNQA regarding mineral exploration activities on category I and adjacent lands and the application of the environmental and social impact assessment and review procedure under Section 23 of the JBNQA. Comments were raised about the provisions applying to category I lands, the application of municipal bylaws, and the definition of “adjacent lands” which are not defined in the JBNQA.

It was requested that the KEAC contact the secretariat of the Kativik Environmental Quality Commission and the MDDEFP to obtain the list of mineral exploration projects that have in the past been subject to the procedure under Section 23 of the JBNQA. The KEAC would like to prepare an overview of the decisions made by these organizations, i.e. identify which projects were required to prepare an impact study and which were deemed to be exempt from the procedure.

b) Mining Development Workshop, Kuujuaq 2013

The executive secretary presented a summary report of the 2013 edition of the mining development workshop organized by the Nunavik Mineral Exploration Fund in Kuujuaq from April 9 to 11. The objective behind the workshop was to gather local and regional stakeholders as well as industry representatives (roughly 100 individuals) to address issues closely related to mineral resource development in Nunavik and to lay the foundations for a regional mining policy.

The presentations given at the conference addressed the legal framework of mining projects in Northern Québec, vocational training for Inuit for jobs in the mining sector, workplace health and safety, mining development in the context of sustainable development, as well as proposed mining projects by mining company representatives. Furthermore, an MRN representative made a presentation on the status of geological surveying and the mapping database for Northern Québec.

At the end of each presentation, participants were invited to express their opinions and concerns. In general, the issues raised focused on the protection of the natural and social environments, the development of vocational training facilities in Nunavik, the treatment and disposal of waste generated by mining activities, joint ventures with local entrepreneurs, the establishment of wildlife monitoring committees, as well as shortcomings in the public consultation process.

c) Public Consultations on Port Infrastructure – Nunavik Nickel Mining Project

At the beginning of May 2013, COFEX-North held public consultations in Kangiqsujuaq and Salluit on port infrastructure proposed for construction by Canadian Royalties Inc. at Deception Bay. Representatives of the KRG, Fisheries and Oceans Canada, Transport Canada and the project proponent made presentations on various aspects of the project. KEAC members were updated on these consultations and agreed that many improvements are necessary to enhance public consultations, specifically regarding organization, planning, translation services, the role of COFEX-North and participating government departments, etc. The members asked that COFEX-North be contacted to obtain copies of the public consultation report. The KEAC may eventually transmit its comments to COFEX-North.

d) Bill 43, *Mining Act* – MRN

The KEAC received an invitation on June 12, 2013, to participate before the parliamentary committee reviewing Bill 43, *Mining Act*. The members considered it important to be involved and discussed various aspects of the KEAC's participation. It was recommended that a consultant be hired to assist with the preparation of a draft position paper.

## **7. Residual Materials Management**

a) *Nunavik Residual Materials Management Plan* – KRG

The draft *Nunavik Residual Materials Management Plan* prepared by the KRG was presented at the 135th meeting of the KEAC. Subsequently, the KRG set up a commission to hold public consultations in Kuujuaq and Inukjuak. The commission is composed of representatives from Quaqtaq, Inukjuak, the Makivik Corporation, the private industrial sector and the Nunavik Regional Board of Health and Social Services. Following the public consultations, the Plan will be revised in order to integrate the feedback received. The final version of the Plan will be transmitted to the MDDEFP. It was decided the KEAC would submit comments and recommendations at the public consultations which are scheduled for September 2013.

b) Household Hazardous Residual Materials Awareness Campaign

The members followed up on the distribution in Akulivik and Puvirnituk of magnets with information on household hazardous residual materials. These are the two last communities where the magnets were planned for distribution.

## **8. Public Consultations on Uranium Exploration and Exploitation**

On March 26, 2013, the KEAC received a letter from Yves-François Blanchet, Minister of Sustainable Development, Environment, Wildlife and Parks, inviting it to participate in public consultations regarding uranium mining in Québec, with the consultations to be carried out by the Bureau d'audiences publiques sur l'environnement (environmental public hearings committee, BAPE). A letter was transmitted by the KEAC to the Minister on May 17, 2013, explaining the limits of BAPE jurisdiction in Nunavik and the KEAC position regarding the request.

At the 136th meeting, the members again discussed the organization of the public consultations and the KEAC's role. The members were informed that the Makivik Corporation had indicated to the MDDEFP that it could not accept the consultation process as proposed since it does not comply with the JBNQA and the BAPE has no jurisdiction in the region. Makivik moreover stated that the consultations must include the KEAC's direct participation. The members would like to obtain a rapid response from the MDDEFP on the details of this mandate in order to allow for proper and timely preparation for the consultations.

## **9. Protected Areas**

### **a) Nunavik Parks – Update**

The members were informed that the extension of Parc national Tursujuq was formally authorized by the Conseil des ministres (cabinet) on June 19, 2013, to include the Nastapoka River. The construction of infrastructure, including an interpretation centre, a garage and staff housing, is planned for 2014. A liaison officer will be hired and the leases of outfitting camps belonging to non-beneficiaries of the JBNQA have been cancelled.

The next park to be created in Nunavik will be Parc national Ulittaniujalik. Regarding the Baie-aux-Feuilles national park project, fieldwork for the status report will be completed by the end of the summer of 2013.

### **b) Database on Protected Areas**

The members were informed that, on May 9, 2013, the MDDEFP updated its register of protected areas. Protected areas currently cover 8.52% of Québec and 10.66% of the Nord-du-Québec region (James Bay and Nunavik).

As well, the KRG plans to submit to the MDDEFP in the coming days its proposal for protected areas in Nunavik. Following up on public consultations held in the communities, the KRG produced in June 2013 in cooperation with the Makivik Corporation a report on protected area planning. The report gives an assessment of the 11 protected areas proposed by the Government of Québec in 2008 and contains a series of recommendations for the creation of a protected area network. In particular, the report recommends 1) to increase the size and number of protected areas so as to cover at least 20% of the region by 2020; 2) to ensure the protection of the Kovik River and its drainage basin as a biodiversity reserve; and 3) to increase the size of the George River reserve. The protection of areas for Inuit traditional activities and the use of Inuktitut place names were also included in the recommendations.

## 10. Communications

### a) KEAC Website

An update on the revision of the KEAC website was presented. As well, the members discussed the level of traffic on the site and the documents consulted by visitors. The members decided to mandate a consultant to produce a new design for the website. A subcommittee will be made responsible for providing feedback on the submitted project.

### b) Social Media and Discussion Forum

In the past, the members have expressed interest in the use of social media in relation to the KEAC mandate. The members would like to use social media to communicate with Inuit about their environmental concerns. The KEAC consultant, Ms. Benoit, had been mandated to assess the relevancy of using social media as a communications tool. In light of the information provided, the members decided to not proceed any further for the moment. The project would involve significant requirements, in particular in terms of organization and funding.

### c) KEAC Column in *Makivik Magazine*

The KEAC recently published an article on the status of aluminium can recycling in Nunavik in the spring 2013 issue of *Makivik Magazine*. The members were informed that the environmental analyst transmitted an additional article to the editor of *Makivik Magazine* on the subject of single-use plastic bags to be published in the summer 2013 issue.

## 11. Miscellaneous

### a) *Fisheries Act*

The members were informed that, in April 2013, Fisheries and Oceans Canada produced a discussion paper entitled *Implementing the New Fisheries Protection Provisions under the Fisheries Act* in which amendments to sections 2 and 35 of the *Fisheries Act* are presented. These amendments include new general measures to protect fish habitat. Protective measures and special provisions for recreational, commercial and aboriginal fisheries are also included in the discussion paper. The members did not make specific comments on this topic.

### b) *Government Sustainable Development Strategy 2008–2013*

The members were informed that an order-in-council had been adopted by the Government of Québec to extend its 2008–2013 sustainable development strategy until December 2014. The MDDEFP has also updated its sustainable development action plan, which for its part has been extended to cover two additional years, i.e. the period from April 1, 2013, to March 31, 2015. The members reviewed the action plan and were satisfied with the new elements. They decided not to make specific comments on this topic.

c) Secrétariat au développement nordique

On May 7, 2013, the Government of Québec published a release announcing its blueprint for northern development. The release dealt specifically with the future work of the Secrétariat au développement nordique (northern development). The members asked the executive secretary to monitor this file.

d) Inspection Tour – MDDEFP

In June 2013, an MDDEFP employee informed the environmental specialist that the next inspection tour planned by the MDDEFP Centre de contrôle environnemental (environmental monitoring) would take place from June 17 to 21 in Salluit, Ivujivik, Akulivik and Puvirnituq, and from September 9 to 13 in Kangiqsujuaq, Quaqtaq, Kangirsuk, Aupaluk and Tasiujaq. The members agreed that it would be impossible for the KEAC representative or another employee to participate in the 2013 inspections. It was mentioned that, in the future, the members will assess on a case by case basis whether or not the KEAC will participate in MDDEFP inspection tours. The members asked that copies of the inspection reports be obtained.

## 12. Dates and Places of Next Meetings

The members discussed possible dates for the 137th and 138th meetings of the KEAC. Dates were proposed, but a decision was not taken. The discussion will be continued at a later date.



Benjamin Patenaude  
Executive Secretary  
October 20, 2014