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Steering Committee Meeting #1

Location: Margaree Room, Gulf Fisheries Centre, Moncton, NB
Date: Friday, June 3rd, 2005
Time: 10:00am – 3:00pm

The Attending Members:

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| Claudette LeBlanc, ACZISC | Pat Fusk, member at large |
| Francine Rousseau, EC | Harry Collins, MREAC |
| Jocelyne Gauvin, gddpc | John Legault, DFO |
| Peter Dysart, gddpc | Nadine Gauvin, Coordinator |
| Allister Marshall (Po'tlo'tek Fish and Wildlife) | Dennis Simon, Elsipogtog |
| Chris Kennedy, guest | Justin Huston, Nova Scotia gov'n't |
| David Boyce, SEA | Chantal Gagnon, C-CIARN guest |
| | André Drapeau, member at large |

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1. Call to order

The meeting was called to order at 10:05. Allister delivered the opening prayer.

2. Approval of agenda

Approval of agenda was moved by D.Boyce and seconded by J.Gauvin. Introductions of meeting participants were made around the table.

3. Group discussion

Catherine Vardy of Natural Sciences and Engineering Research Council Canada (NSERC) provided a very interesting and thorough presentation on the variety of funding programs available through NSERC. She also distributed folders containing more detailed information. In essence, over 800 million dollars is allocated annually for research initiatives, and these monies are primarily funded to universities, however opportunities for funding to NGO's are possible through their Research Partnership Programs. All funding programs fall under the following three scopes: Discovery, Innovation and People.

4. Approval of previous minutes (Feb.26, 2005)

The minutes of last meeting were distributed. An error was pointed out under Item 10: 'CNSPOBB' should read 'CNSOPB' which is the Canada-Nova Scotia Offshore Petroleum Board. Approval of minutes, as amended, was moved by J.Huston and seconded by F.Rousseau.

5. Matters arising from minutes

Questions were asked on the following action items from the Feb.26, 2005 minutes:

- Action Item 03: Experts to be recruited for Oil and Gas Exploration presentations. Allister to contact Elizabeth May of the Sierra Club as the 'opponent' speaker. Nadine to contact the CNSPOBB for a 'proponent' speaker.

Justin explained that the Management Committee decided to source one speaker, rather than a proponent and opponent speaker, who would be able to present the facts in an unbiased manner. Because there was insufficient time to source an appropriate speaker, it was decided to postpone the Offshore Oil and Gas Exploration mini-forum until the September SC meeting. P.Dysart suggested contacting Mike Vincent of the Canadian Manufacturers Association as another possible speaker on the topic.

Action item 01: Justin to contact Ken Lee – a lead on the research being conducted - to invite him to speak at the Sept. meeting.

Action item 02: Nadine to follow-up with the Moncton office of the Canadian Manufacturers Assoc.

- Action item 04: The Management Committee will determine how to address all of the Coalition's translation needs.

Nadine informed the group that DFO has agreed to provide translation services for 1-2 page documents but there still exists a challenge for larger documents such as reports, etc. It was suggested that the translation costs be factored into the workplan.

Action item 03: Translation costs will be factored into the 2005-2006 workplan.

- Action item 05: The Management Committee to discuss the issue of supporting a webmaster.

Nadine reported that these costs have already been factored into this year's workplan.

6. Financial Report

As treasurer, D. Boyce presented the Coalition financial report as of May 31st, 2005. David moved that the Financial report be adopted as presented, C.LeBlanc seconded the motion. It was suggested that a balance sheet be included with the financial report.

Action Item 04: Future financial reports will include a balance sheet.

7. Approval of 2005-2006 Workplan

Justin presented the revised 2005-2006 Workplan which was improved to more accurately reflect the budget. Discussion on the contents included the following points to add or consider:

- Include page numbers
- Include the proposed two TEK workshops planned for the Fall
- Under the Technical Advisory WG revise the deliverables component to include 'seeking further funding by applying to NRCan or GeoConnections (late summer is their Sustainable Development call deadline), etc.'
- Under the Science, Research & Habitat WG heading: in the first deliverable, because these are well connected to Universities, resubmit application of \$16,000 to other funding agencies, like NSERC for example. Also, tie in some Environment Canada support with hosting a workshop, perhaps the proposed joint workshop with BoFEP – which is a solid deliverable. Suggest to the WG to seek funding sources for their projects or to adapt the proposed deliverables to the budget.
- Under the Coastal Erosion WG include the 'Shell Environmental Fund' project and indicate monies contributed from Shell.

As per the budget, it was suggested that each of the Working Groups be provided with at least 1,000 seed money for their basic needs and the more active groups is given larger sums. The budget carry-over for future years should be in the realm of around 15,000. Justin moved to adopt the 2005-2006 workplan, in principal, as presented and with the suggested modifications. D.Boyce seconded the motion.

Action item 05: Nadine and Justin will work to include the above changes, to resend to the Management Cttee for final approval then to the Steering Committee.

8. Elections of new Executive and nomination of Management Committee

Harry led the elections of the new Executive. There were no other nominations for the filled seats. There was one accepted nomination - being Claudette LeBlanc for the vacant Vice-president seat. All accepted their nominations and P.Fusk moved that each position be filled as follows:

President – Harry Collins
 Vice-president – Claudette LeBlanc
 Treasurer – David Boyce
 Secretary – Allister Marshall

Due to the presidency changeover this past year, the newly formed position of past-Chair will remain vacant until which time Harry becomes past president.

Due to the geographic logistics of the new executive members, in order to facilitate coalition administration matters Harry moved that Nadine have signing authority: as a second signature to cheques and with funding contribution agreements. Claudette seconded the motion.

(break for lunch)

9. Working Group updates

Communications & Education – Nadine reported that the WG has been inactive since the last SC meeting; but will be meeting in late June to begin working on the workplan deliverables.

Science, Research & Habitat – Marianne was not present to report.

Coastal Erosion – Nadine reported that a proposal for just under 100,000. for the project ‘Tools for Community Planners’ was submitted yesterday to the Climate Change Impacts and Adaptation Program. Justin suggested several NS contacts to partner on this project. Francine suggested that the 2,000 allocated for Coastal Erosion in the budget be tied in with EC funds. Questions were raised on the Coastal Erosion Monitoring and Education Program.

Action Item 06: Nadine to visit the nearby participating groups to answer any questions on the project and to send them the link for the Geological Survey of Canada’s monitoring guidelines webpage.

Technical Advisory – John reported that the group would like to focus on a project to enhance the web design and functionality and will be seeking additional sources of funding for the GIS Service Node project. It was suggested that the Marine Resource Centre in Cornwallis was supported by the Saltwater Network and that we should investigate opportunities with this agency.

2005 AGM – David provided an update on the past On Site Sewage Treatment workshop and AGM which was held on April 22, 23 in Montague, PEI. Information is now available on the SEA website at www.seapei.ca/onsite. The group discussed planning for the 2006 AGM and the following points were made:

- Harry was approached by Kevin Gallant of the NB Professional Association of Engineers and Geoscientists to co-host an Alternate Energy workshop
- It was suggested we contact Brenda Kelly first to see if she’d like to host the event, if not the fall-back would be in the Miramichi.
- Harry also mentioned NRCan’s Green Communities Assoc. wants to address low-income housing and energy efficiency which would present us with a funding opportunity and a good tie-in.
- It was suggested we include BoFEP in this workshop

Action item 07: Nadine to contact Brenda Kelly as per above. Harry to contact Kevin Gallant to begin planning the process and to report the progress made at the next MC meeting.

Traditional Ecological Knowledge – In Anita’s absence, Nadine reported on the May 7 TEK workshop held at the First Nation of Gespeg. Two TEK workshops are being planned for the fall in Elsipogtog and Chapel Island.

Funding – Harry asked if anyone would like to join this newly formed Working Group. Jocelyne and David both offered to join this WG.

10. Atlantic First Nations on climate change and water workshop

Chantal explained the goals of the upcoming workshop and the proposed dates. She requested feedback from the group to make the workshop successful. The following advice was offered:

- Build a budget and begin sourcing funds immediately; ask many sources for monies
- Contact Steve Szabo, the Manager of the Climate Change Division in Environment Canada as a valuable knowledge source
- Incorporate a creation story in the event
- Include an archaeological viewpoint in the event.
- Invite NGO’s as well to attend, like the Coalition-SGSL
- August is a poor time for a workshop due to vacations

11. Discussion on ‘Building membership across the region through action’

Justin led the discussion and encouraged members to lend ideas on how to achieve this goal. These points were raised:

- John strongly urged that we focus our attention on hosting regional forums or workshops on specific issues with stakeholders so that the Coalition can deliver a report to government. This would increase the Coalition’s visibility and would serve to achieve our mandate by facilitating community input. This could also be done by internet forum in addition to public forums.
- Caution was raised that these forums don’t create false expectations from the public; and that once a report is produced that it doesn’t just fall on ‘deaf’ ears with government.
- A follow-up communications plan would be needed to keep the public engaged and pressure a government response – following the report’s submission to government.
- Another recommendation is that the Coalition determines its identity and market itself accordingly: which makes us unique and different from other similar groups such as ACZISC or BoFEP.
- Concrete projects are needed to keep members interested and involved in the Coalition that is of direct benefit to all sectors

- Task Working Groups to develop action items that are attractive to industry, government, etc.
- Francine suggested we contact other groups who've held similar workshops in the past year and find out the results so as not to duplicate efforts.
- It was stressed the importance to keep communicating with members and always provide feedback on actions taken.
- Allister offered to put the Coalition's key dates on a MicMac calendar that is being produced.
- It was recommended that we continue the momentum with the On-Site Sewage Treatment workshop.

Justin proposed for the Management Committee to come up with suggestions on how to move forward on the above issue for the next Steering Committee meeting.

Action Item 08: Management Committee to identify ideas to gain buy-in from new members and sectors.

11. Other business

- Because of the Coordinator's workload, Harry proposed that the Coalition hire an Administrative Assistant on a part-time basis by tapping into the reserve fund. However, the Coordinator would be required to secure funds, through proposal writing, in order to maintain the position for future years. J.Huston moved to adopt the proposal and F.Rosseau seconded the motion
- John announced that DFO will be proposing a contract to the Coalition to hire someone to develop a position paper for ENGO's on the Ocean Strategy.
- It was requested that someone report on the Northumberland Strait issue at the next SC meeting, John agreed to.
- The next 3 meeting dates for the 2005-2006 fiscal year were scheduled as follows:
 1. Saturday, Sept.17, 2005 at Université de Moncton
 2. Friday, November 25, 2005 at the Gulf Fisheries Centre
(storm date: Friday, Dec.2)
 3. Saturday, Feb.11, 2006 at Université de Moncton
(storm date: Friday, Feb.18)

12. Adjournment

Just before 3pm, John moved to adjourn the meeting and Allister delivered the 'closing' prayer.