



Coalition pour la viabilité du sud du Golfe du Saint-Laurent
Southern Gulf of St. Lawrence Coalition on Sustainability

Steering Committee Meeting #2 (2009-10)

Location: Université de Moncton, Salle 220, Moncton, NB

Date: Friday, September 11, 2009

Time: 10:00am

The Attending Members:

David Boyce, Three Rivers Heritage Association	P.Nagarajan, UPEI
Alice Power, Friends of the Pugwash Estuary	Kathryn Parlee, Environment Canada
Irene Novaczek, UPEI	Omer Chouinard, UdeM
Rémi Donelle, Coalition des b.v. de Kent	Randy Angus, MC PEI
Nadine LaPlante, Coalition staff	Monique Brideau, Coalition staff
Chantal Gagnon, Coalition Executive Director	John Legault, Public-at-Large
Ray MacIsaac, DFO	

Regrets:

Lisa Arsenault, Consultant	Jean Goguen, Kent Planning Commission
Denis Desrosiers, Sentinel Systems Ltd.	Jane Times, NB Government
David Garbary, St.F.X	Allister Marshall, Chapel Island FN
Marie-Hélène Thériault, DFO	Justin Huston, NS Government

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1. Call to order

The meeting was called to order by Coalition Chairperson, David Boyce at 10:08 am. Meeting participants introduced themselves.

2. Approval of agenda

Approval of the agenda, with the addition of Other Business items, was moved by John Legault and seconded by Remi Donelle.

3. Approval of previous minutes (June 12, 2009)

The minutes of the last meeting were reviewed and there were no corrections or errors. Approval of the minutes was moved by Irene Novaczek and seconded by Alice Power. Adoption of the motion was accepted unanimously.

4. Matters arising from minutes

Discussion took place with respect to the possibilities of having the SC meeting with VIA or other conference options. Monique explained that the University of Moncton could offer those services and that we need to verify with the other areas and possibilities. The SC also discussed having a new member represent First Nations.

Action item #01: The Coalition is to look into the possibility of being a member of ACIC.

Action item #02: The ED is to follow-up with the idea from the previous ED of involving the provincial federation of municipalities.

5. **Nomination of Management Committee Vacancies**

Chantal Gagnon nominated John Legault to the Office of Treasurer for the Coalition. John's term will end in 2011. This nomination was accepted by Omer Chouinard, second by Rémi Donelle and accepted unanimously. Chantal Gagnon informed the committee that the Office of Secretary for the Coalition was also now open as Allister Marshall stepped down due to his ailing health. The SC discussed options to replace Allister as Secretary including having another member of the SC from a First Nations community (possibly Kerry Prosper, or P.J. Propser in Patn'qek (Afton)), and look into the possibility of Denis Desrosiers of Sentinels and Marianne Janowicz.

Action item #03: The ED is to look into the possibilities for new Secretary and increased First Nations members at the Steering Committee.

6. **Financial Report**

Chantal provided the financial report as of August 31st, 2009. The budget had multiple flaws due to the transition in ED and in Accountants over the last few months. The date on the presented budget was also wrong. John Legault moved that the financial report not be approved, Irene seconded.

Action item#04: The ED needs to adjust the budget to simplify it and make it work more with current Simply Accountant options and increase involvement in projects. The Treasurer and the Ed are to work together on solving the budget reporting and presenting a new budget at the Dec.4.09 SC meeting.

7. **Working Group updates**

Coastal Erosion

Status: getting started again

Projects currently involved in: Nadine Laplante is working on a coastal erosion monitoring project with four communities, one in each province. The WG members are providing in-kind support and some are directly involved with the monitoring.

Potential projects coming: May discuss some climate change adaptation work, and also recruit new members from communities involved in the coastal erosion monitoring. New members from the communities have to be recruit to join this WG.

Next meeting: September 21st, 10:30 am

Communications & Education

Status: Inactive

There is still no chair for this working group, though talks were in the way between the former executive director, Nadine Gauvin, and Krista Petersen

Projects currently involved in: None

Potential projects coming: Executive director looking into possibilities of coop student or communication professional.

Next meeting: None

Discussion: Reengaging with community organizations could be part of the mandate of the Communication & Education WG. Also, the Messenger newsletter needs to be done with the help of this WG. We will have to look at various possibilities and ways of reaching our goals.

Action item # 05 - The ED is to look into sending an email to community groups to advertise the search for a Chair.

Funding/ Development

Status: Active

Projects currently involved in: None

Potential projects coming: Annual fundraising event planning, development of policy for fundraising activities, trust development and donor submission.

Next meeting: October 6 discussion on the experience of the bike raffle.

Discussion: Irene brought the idea of creating a one page document on the lesson learned from the bike raffle that could be sent to other members and even published in the next issue of the Messenger.

Action item # 06 – Monique has to write a one page document based on the results and lesson learned regarding the bike raffle.

Science, Research & Habitat

Status: Activity starting again

Projects currently involved in: The working group has met for the first time on September 1st since the last steering committee meeting and they decided to review the indicator reports.

Potential projects coming: Review the report from the 2006 indicators work. Possible agricultural-academic research project – more information to come in December.

Next meeting: Within the next two months.

Technical Advisory

Status: Inactive

- There is still no chair for this working group, since John Legault stepped down.

Projects currently involved in: None

Potential projects coming: None

Next meeting: None

Discussion: It was brought up that maybe Denis Desrosiers from Sentinels Systems could be approached to be the new chair.

Action Item #07: Chantal to Contact Denis Desrosiers

Traditional Ecological Knowledge

Status: Active

- The group took a summer hiatus and is resuming meetings in September. The group will need to adjust and adapt to find new Chairs as Chantal is now the ED and can't be the full Chair of the group and Allister Marshall has had to step down because of his illness.

Projects currently involved in: None

Potential projects coming: Potentially three related to forestry stewardship with youth, conservation of important traditional areas and black ash conference.

Next meeting: September 16, 2009

Discussion: Irene would like the TEK WG to make contact with Elsipogtog to invite Wichiche, Chiloe, Chile gentlemen (Manuel) to be a guest speaker. Also would like him to come and speak at the next SC meeting in December or at a separate meeting. Kathryn Parlee mentioned to look into CIDA funding for this initiative or future international projects.

Action item #08: Chantal to contact Irene and Elsipogtog to organize.

2010 AGM

Status: Inactive, but trying

- This group has been trying to meet but summer was not a good time and as the three members are in three different provinces, this makes coordinating a meeting a little difficult. The group still plans to continue with the idea expressed at the June 2009 meeting regarding focusing on holding the AGM in a First Nation Community, either Eel River Bar or Pictou Landing, and to focus on Youth engagement in light of the Coastal Zone Canada meeting to be held in PEI in the summer of 2010.
Projects currently involved in: None
Potential projects coming: None
Next meeting: None

Discussion: Food security should be another subject added to the Youth perspective. There has been a discussion around the fact that the AGM could be in PEI, in the center of the event of the Coastal Zone Canada Conference. A new 4 years rotation is starting back and having the AGM in PEI would be a good way to track people from that area and have them gathered to the event. A good way to promote the Coalition is that the youth that will be attending the conference could also be a part of the AGM. The Coalition should look into options of providing support to the young people to come in July 2010. Video presentations are being developed. This event brings synergy and is a great way to profile the Coalition.

Action item #09: Monique to forward the email from Randy to all the SC members based on the Youth Workshop that is being held in October.

Action Item #10: AGM working group to coordinate with Irene and CZC for location, time and theme of 2010 AGM to be held in PEI in July. It is recommended that a Saturday or Friday of the CZC, July 26 2010, would be best. The ED is to verify in the Constitution to see if anything prevents from being two years in a row at the same place. Youth may get a free pass to the CZC if they attend the forum events as well.

Northumberland Strait Ecosystem Working Group Update

Status: In waiting

Next meeting: There are no plans for a meeting anytime soon. Please note this is not a Coalition working group, but a working group formed as part of a project the Coalition is involved in.

Discussion: Ray explained the perspective from DFO and what has been going on with this initiative. Basically, this initiative has been developing a process on integrated management. There is response from DFO towards the recommendations made by this working group and things are moving forward with four themes and a five year outlook. The research is still going on with terms of reference and providing input moving along. The timeframe will be early winter and the next meeting will take place in November 2009.

Policy Working Group

Status: Not started

The Executive Director is still researching the possibility to present the Steering Committee with a viable option for addressing the issue of discussing government policies and reporting back on public policy in a working group that will help the Coalition-SGSL meet article 4.1 of its mandate: *Assist with programs that audit the efficiency of regulations to determine if the intended goal of the regulatory intent is meant in a meaningful way.*

Action item # 11: Chantal has to change the word 'meant' in the last phrase.

8. Executive Director's Report

Chantal provided the Coordinator's report which detailed the activities of the Coalition administration over the past few months. She explained all the items and what has been going on in the last three months, attending meetings, networking events, etc. John suggested that we give a

much more precise description of the meetings and events that the staff is attending and perhaps add articles in the Messenger.

Action item #12: The ED is to put in place a procedure/template for internal and external communications to report back on every event attended by staff.

Action item #13: Nadine LaPlante to provide her report from the St.Lawrence meeting and help inform the ED's direction on this path.

9. Lunch

10. Roles and responsibilities of SC and MC

Chantal explained the different roles and responsibilities of the Steering Committee and Management Committee as outlined in the 2009 Constitution. This was to increase awareness of the roles and responsibilities and emphasize the goals and mandate of the Coalition-SGSL. Chantal also brought forth the governance issue and the members' questionnaire to be sent out soon to all members.

Discussion: Comments were provided to suggest the Coalition-SGSL look into options for sending the questionnaire (Survey Monkey), to save the document in RTF when responding. Nagarajan mentioned if there is an indicator that shows that we're going toward our goals with the different projects that we do, such as showing statistics of partnership with member organization. We could also use a standard template every year to do comparison and evolution of goals and project, and evaluate issues that we've missed. Through a questionnaire, evaluate the evolution in a two years template. Are we achieving our goals and are we going in the right direction? These are to be considered more closely once the questionnaire answers are reviewed.

11. 2009-2010 work-plan update

David presented the reporting table for the 2009-2010 work-plans. The following comments were provided: John suggested that every project should have a component of each of the strategic priorities and it would be easier to report. We need to get other project proposal submitted.

Discussion: The Coalition-SGSL should look at the working groups, especially the C&E, Fund. Dev. and AGM, as working together for achieving our strategies. The new C&E chair should be an editorial position that can review all outgoing Coalition-SGSL information.

Action item #14: The ED is to update the strategic plan according to changes from June.09.SC meeting, include WG category in each strategies – assign to a specific component of proposals, and mail-it out to SC before next meeting.

Action item #15: The ED is to set up a template or format for monitoring the progress and activities of our working groups. Use template to assess every 2 years this progress and the links with achieving our goals, and be a members of WG based feedback form.

12. Other business

Discussion: Omer and Monique mentioned the interest of the CIPA group with Claire LeBlanc in partnering on another women literacy project.

Action item # 16: Chantal has to do a follow up with Claire LeBlanc for a potential partnership with CIPA in the proposal of funding with Status of Women Canada.

Discussion: Rémi explained the importance of the Coalition with the CAMP activities. Discussion was maintained on how to give honorarium and support the community organizations that do the CAMP project. Usually when the group's organization does not have funding they have to take money out of the organization.

Action item # 17: Rémi has to write a letter to the Coalition in regards to our implication through CAMP and the importance of supporting the community organization with honorariums. This is to be forwarded to DFO by Coalition-SGSL. The ED is to look into soliciting feedback from CAMP community groups about the experience.

Discussion: The SC discussed the potential need for a new location and a new permanent position at the Coalition-SGSL. John brought the idea of looking at other options for a location to be more visible and presentable to public and members. Perhaps in Shediac, Cocagne, etc. Also, other funding possibilities were discussed like Caisses populaires acadiennes and others. A better and healthier space may be required soon. The Coalition is growing and it may require more space. We can look into the possibility of a space with other organizations. It would be nice to be in the watershed, but may not be convenient.

Ray brought the idea of eventually securing or having an assistant for the ED or a more secure position for promoting the Coalition at the office and in the area knowing that Chantal is working from Nova Scotia. This new permanent position – administrative executive style, would be Core funding only and not a project related position. This potentially could free up Chantal to spend some time on projects.

Motion proposed by Ray: to start an ad hoc operational WG for staffing and organization of the Coalition; a group that is tasked to do recommendations on next step to better organize and define the tasks of the staff. Have a report and resolution by March 2010, but a draft of the brainstorming options by Dec.4 SC meeting. The team is to be made up of the following volunteers: John Legault, David Boyce, Chantal Gagnon, Omer Chouinard and Rémi Donnel for support if we want coastal watershed and community feedback. John approved, Omer seconded that motion. All agree to that motion.

Action Item #18: MC to determine TOR for ad hoc group and ad hoc group to draft the brainstorming options by Dec.4 SC meeting.

Discussion: Kathryn Parlee explained what has been going on with the EC Atlantic Ecosystem Initiative. It is being reviewed and there is no concrete knowledge at this time on what will, if any, replace it as it comes to its sunset. It will have ended by the end of the fiscal year.

Action item #19: Kathryn needs to present a summary at the next SC meeting, if acceptable to EC.

13. **Adjournment**

Omer proposed to adjourn the meeting at 2:10 pm.