



Minutes Steering Committee Meeting #38

September 1, 2011



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Agenda

AGENDA / ORDRE DU JOUR
Steering Committee Meeting / Réunion du comité directeur #38
1 September/Setembre 1 2011 - 10:00am AST
Webex

Documents Required/Documents requis:

A) Consent Document

B) Information Document

1.	9:50	Login	Entré sur le site
2.	10:00	Call to order 'Opening words'	Ouverture de la séance 'parole d'ouverture'
3.	10:05	Meeting instructions	Instruction pour la réunion
4.	10:10	Approval of Consent document: Approval of minutes; June 18, 2011 minutes; and Matters arising from Minutes (Action items).	Adoption du document de consentement : Approbation de l'ordre du jour; procès-verbal du 18 juin, 2011; et Points découlant du procès-verbal (Mesure à prendre)
5.	10:20	Review and Discussion of Information document: (Volunteer Groups, Work-plan Internal Reports, and Executive Director Report).	Revue et discussion du document d'information : (Rapport des groupes bénévoles, plan annuel, rapports internes, et de la directrice générale).
6.	10:30	Financial update	Mise à jour des finances
7.	10:40	Coalition-SGSL 2011-12 Priorities	Priorité pour la Coalition-SGSL 2011-2012
8.	11:30	Other Business AGM Task Group Volunteers Sustainability Scholarship Funds Working with CABIN SC 1 st Webinar Aboriginal Conference ACZISC – assistance	Autres Bénévoles pour l'AGA Fond pour la bourse de viabilité CABIN travail Premier webinair du CD Conférence Autochtone ACZISC – assistance
9.	12:00	Adjournment 'closing words'	Levée de la séance 'parole de fermeture'



Meeting Minutes

Steering Committee Meeting #38Minutes

Location: Webex

Date: Thursday, September 1, 2011

Time: 10:00am

Attending Members:

Marie-Hélène Thériault, Public-at-Large

Chantal Gagnon, E.D. Coalition-SGSL

Melanie Corkum, Env.Cnd.

Irene Novaczek, Oceanna Seaplants

Tanya Dykens, Agr.Cdn.

Justin Huston, NS Agr.Fish Dept.

Yves Martinet, Comité ZIP IdM

Randy Angus, MCPEI

John Legault, Public-at-Large

Jeff Basque (Acting CEO), GMRC

Omer Chouinard, UdeM

Robert France, NSAC

Regrets:

Annie Johnson, UINR

Alice Power, Friends of the Pugwash Estuary

David Boyce, Three Rivers Heritage Association

Doug Deacon, Town of Stratford

Rémi Donelle, Coalition des b.v. de Kent

Jean Goguen, Kent Planning Commission

Lisa Arsenault, Consultant

Steve Plante, UQAR

Robert Capozzi, NB Env. Dept.

P.Nagarajan, UPEI

Debbie Nielsen, UNSM

Normand Haché, Basaltec Inc

Note: David and Nagarajan had technical difficulties that prevented them making the call.

1. Items 1 to 4 on the Agenda and approval of the Consent Document

In the absence of the Chair, Past-Chair and Vice Chair, Chantal took the role of Chair as the other Management Committee Officers present had no time prior to the meeting to prepare in order to carry it out in a rapid manner, as several participants had to leave early.

Chantal added three items to the Other Business section, no one else had any other business to add. Chantal gave a few instructions to new members using Webex, Jeff Basque and Robert France. Jeff introduced himself for representing GMRC.

After a quick overview, Chantal asked if there were any questions or comments for the Consent Document (Agenda, Previous meeting minutes, Matters Arising from the meetings). There were no corrections or comments. Chantal asked for someone to move the approval of the Consent Documents.



Moved by: Justin Huston
Seconded by: Randy Angus
Approved by: All

2. Review and Discussion of Information Document

Chantal reviewed the Information Document rapidly. Most of the discussion revolved around the Fundraising efforts. The groups clarified some of the Community Aquatic Benthic Invertebrates Network (CABIN) program and how we will be finding ways this year to fit it within the Coalition-SGSL's other monitoring work and activities. It was mentioned that within PEI there are groups like BBEMA who may already be involved in CABIN. Chantal explained that the approach taken will include meeting and discussing with a CABIN-CAMP group and a CAMP only group to get a good sense of what is expected in this program and what the watershed groups can do. Each upcoming funding application was quickly explained as well. The Coalition-SGSL should also remember that there are students available in Universities across the region for working on programs. Chantal did acknowledge that we should keep an eye open for these possibilities. The current one for this year within the CAMP is with the Université de Moncton, Campus Shippagan because the teachers approached us and because it is being built within the course curriculum for a specific student. In essence it is the Bachelor of Integrated Coastal Management's in-kind contribution to the program. Finally, Chantal invited the members to view the dates of upcoming Volunteer Group meetings if they want to attend any of these. There were no added comments or question from the group about this document, other than it was well put together and informative.

3. Financial Update and Approval

Unfortunately because the participants were in a rush the Financials were explained rapidly. The members had all received the reports for the First Quarter Profit & Loss and Balance Sheet. There were no questions on this. The Budget was rapidly reviewed. Chantal explained that the budget expenses are higher than revenues for this year, but the objective is to have a balance budget at the end of the year. The reason for this current unbalance is that it includes rough estimates of cash flow for current projects and upcoming projects, yet work-plans for the upcoming projects have still not been worked out. Chantal will have an adjusted budget for the December meeting, but this budget still reflects the worst case scenario and is representative of past expenses for operating the projects and organisation. Chantal asked for questions or comments. There were no major points to clarify. Chantal ask for the financials (presented and documents) to be approved.

Moved by: Omer Chouinard
Seconded by: Justin Huston
Approved by: All

4. Items 6 & 7 of agenda – Discussion and Approvals



Coalition-SGSL 2011-2012 Priorities

Regarding the Coalition-SGSL priorities for 2011-2012, Chantal summarised rapidly the document that was sent to members. As previously approved by the Management Committee, the Coalition-SGSL's priorities for this year will focus on Fundraising and Communications. This means other than delivering on our current funding agreements for the year, the E.D.'s job, in collaboration with the Steering Committee and Management Committee members, is to focus what human and financial resources we have in finding funding sources and communicating what we already do and know to the members and general public. There was no opposition to this strategy by the Steering Committee members.

AGM Task Group Volunteers

The 2012 AGM will be in Shippagan, NB in June following the Coastal Zone Canada Conference in Rimouski. We are looking for volunteers to work with Coalition-SGSL Staff in the AGM Task Group. Steering Committee members who volunteered to help out include John Legault, Marie-Hélène Thériault and Omer Chouinard. Chantal thanked the volunteers. She will be organising a meeting as soon as it is convenient to do so.

Sustainability Scholarship Funds

Chantal mentioned that the Scholarship is something we have been able to provide every year since our beginning. However, this is no longer certain given the existing economic and government conditions, as the Department of Fisheries and Oceans has been traditionally the funder for this Scholarship. As such, the Fund Development working group has suggested establishing a Sustainability Scholarship Fund, and this idea was approved by the Management Committee. There was no opposition to the idea by the Steering Committee. Chantal asked if there were any volunteers or anyone with ideas to help implement this Fund – current human resources at the Coalition-SGSL is making it difficult to start the process. There were no volunteers and no ideas.

Working with CABIN

As this point was discussed earlier during the review of the Information Document, there was nothing to add here.

SC 1st Webinar

Chantal explained to the members that the first webinar will be held the first week of November, around November 7th. The Unama'ki Institute for Natural Resources will be the presenter and will share the launch of the SEPI report and their collaborative initiative for the sustainable management of the Bras D'or Lake. The members were asked which time of the day they preferred for attending such an event, and most everyone agreed lunch time would be best. It was also agreed that the webinars should be recorded and put on the Coalition-SGSL's website.

Aboriginal Conference



Chantal discussed that she had been approach to present at an Insight conference in December in Halifax that will cover a variety of Aboriginal issues. The only subject we could present about is our work on climate change. However, Chantal verified with a few contacts in the Aboriginal sphere and the response was not positive about the organisers. As well there is no clear objective for the conference and the sponsors of this event are also not being shared. The conference could be a good networking opportunity and good national visibility. It is also close to where the ED lives so cost could be minimal, except registration may be high. Chantal was looking for any feedback and recommendations from the members regarding this group and its conferences, and whether she should attend or no. After discussion, as some members are familiar with the Insight group and their conferences, it was unanimously decided that it was not advisable for us to be present at this event as the costs, financial and others, would outweigh the benefits. It was also mentioned that if we are aware that another Steering Committee member is attending an event it should be considered whether Chantal needs to attend.

ACZISC – delegation assistance

Chantal requested if anyone who receives this email newsletter and actually reads them to be a conduit to Chantal. Chantal attends the ACZISC meetings when possible, but does not have time to peruse the news they send monthly. It was suggested that Thérèse the new administrative assistant could read them and flag or pass on things of interest. However, Thérèse does not have the knowledge to identify what is relevant to the Coalition-SGSL's situation, mandate and priorities. It was suggested that Kathryn Parlee, a former Steering Committee member, could be asked if she can flag things to Chantal that are relevant.

Action Item: Melanie Corkum is to ask Kathryn Parlee if she is willing to flag relevant information (relevant to current priorities and mandate) off the ACZISC to the Chantal.

Round Table

Since we still had some time to the meeting members were asked to share what news they had to share. Justin informed us that towards the end of September the Nova Scotia Province's Coastal Strategy should be publicly released.

Chantal mentioned that Will Green from the Nova Scotia government's climate adaptation section was present at our Coastal Erosion Working Group meeting on Monday. He appreciated the information sharing and seeing the work happening across borders. It was good to have him there with us.

Yves mentioned that the Municipalité des Îles-de-la-Madeleine had submitted to the Minister of Fisheries and Oceans a letter requesting that the Department be more involved in the Old Harry development. He also mentioned that the appointed Commissionaire to the screening process for Old Harry has the power to request more involvement from the Department of Fisheries and Oceans. As well, Coalition Saint-Laurent is planning a tour in Quebec to inform the population about the issues related to hydrocarbons in the Gulf.



Finally, it was mentioned that there have been developments in this folder and that this information was not shared to the membership. Chantal did mention that she was aware of some of the developments and not others, and that most the information she forwards to members is only that which she has received from others in written or email format. It was mentioned that the Newfoundland Labrador Offshore Petroleum Board do have a website and they do add information there which could be of interest to share.

Action Item: Chantal to ask Coalition Saint-Laurent if they will be doing a tour of the Maritimes as well.

7. **End of meeting**

The meeting was adjourned by Chantal at 11:10am.

Next meetings

Thursday, December 1st, 2011 10:00am (AST)

Thursday, March 1st, 2012 10:00am, (AST)