



### **Steering Committee Meeting #3**

**Location:** 222 Pierre A. Landry, Université de Moncton, Moncton, NB

**Date:** Saturday Dec. 12<sup>th</sup>, 2003

**Time:** 10:00 – 4:00pm

#### Attending members:

Allister Marshall (Po'tlo'tek Fish and  
Wildlife)  
Anita Vézina, Micmac Nation of Gespeg  
Cindy Crane, DFAEPEI  
Claudette Leblanc, ACZISC  
David Boyce, SEA  
Éric Giguère, ZIP Baie-des-Chaleurs  
Harry Collins, MREAC  
Jocelyne Gauvin, GDDPC  
Justin Huston, DAENS  
Liette Vasseur, UdeM  
Léopold Bourgeois  
Marianne Janowicz, DOELGNB  
Sophie Bastien-Daigle, DFO

#### Support:

Mathieu David Vautour, Coordinator  
Caspian Kilkelly

Invited: Jean-Claude Henein, NRCan

#### Regrets :

Charles Purdy, Bay Enterprises  
Edwin DeMont, St. FX  
Isabelle Hubert, ZIP Iles-de-la-  
Madeleine  
Jean Goguen, Kent Planning  
Commission  
Kyle McKenzie, C-CIARN  
Lise Auffrey, Public at Large  
Michael Butler, ACZISC  
Natalie Brun, MFU

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#### 1. **Call to order**

The call to order was made at 10:10am

#### 2. **Roundtable introductions**

Introductions were made around the table.

#### 3. **Approval of agenda**

Approval of agenda was moved by É. Giguère and seconded by D. Boyce.

#### 4. **Approval of last meeting minutes (Sept 20<sup>th</sup> 2003)**

- **Sept 20<sup>th</sup> 2003**

Approval moved by M. Janowicz and seconded by H. Collins

#### 5. **Review of action items from last meeting**

All action items were reviewed. The following are the action items that required approval or further actions:

**\*Action Item 01: It was moved by M. Janowicz and seconded by J. Huston that the steering committee meetings be alternate between Friday and Saturday. Next meeting will be held on a Friday.**

**\*Action Item 02: (Sophie will help Eric to send an application to HRDC funding to help with the AGM organisation**

**\*Action Item 03: The Science & Research WG will write an abstract to be sent to Canada Coastal Zone for the presentation on the indicators work before January 16<sup>th</sup> 2003.**

**\*Action Item 04: Coordinator will contact Coastal Zone Canada to know if it is possible to have the poster of the Coalition presented at the meeting (promotion of the Coalition and its work). Verify if an abstract is needed for this. .**

**\*Action Item 05: J. Huston will provide information for the Golfe of Maine indicator workshop.**

**\*Note:** Regarding the Coastal Integrated Management workshop that was supposed to be organized relatively at the same time as the January conference on monitoring (i.e. January 22), there are possibilities that it may be delayed until Feb. 18<sup>th</sup> to leave more time to the province of PEI to get prepared.

**6. Sustainable Communities Initiative(update)**

A brief presentation was made by Jean-Claude Henein on the Sustainable Communities Initiative from Natural Resources Canada. Important points: 1) the Phase I of SCI is near completed (March 2004); 2) there is a will from the government to continue this work; 3) there might be a transition phase which will be called Phase II. This phase II will be more modest and will include from the initial talks involvement of the province, when necessary and more efficient. About 10 communities would be targeted. Names are being collected for potential communities. There are already 25 communities on the current waiting list. Please visit [www.sci.gc.ca](http://www.sci.gc.ca) for in-depth information, especially on the second SCI phase.

**\*Action Item 06:** H. Collins will send the information relevant to the benthic workshop being held on Jan. 8<sup>th</sup> 2004.

**\*Action Item 07:** Coordinator will check the SCI website for a summary of future plans and will send information / updates to all the members of the Coalition either through the Website, the e-mail or the Messenger.

**\*Action Item 08:** Coordinator will notify P. Levesque that J.-C. Henein expects quarterly progress reports from the GIS Mentor.

**\*Action Item 09:** L. Vasseur will check with John Legault about his plans for the Technical Advisory Committee (need the terms of reference and the action plan for the remainder of the contract) and the GIS workshop as well as to set up a meeting.

**\*Note:** J. Huston and L. Bourgeois volunteered to become members of the TAC.

**\*Action Item 10:** The Steering Committee will try to give more direction to the TAC.

**7. Working Groups (Status update)**

**Harmonization of Government Policies**

**\*Note:** The Harmonization of Government Policies WG will now be called the Inter-Jurisdiction Harmonization WG. It was discussed that the main action for this working group will be to discuss issues regarding the National Program of Action (NPA). The issues brought up by the NPA and of interest to the Coalition will be published for a better dialogue with the members. The information will be shared either through the Internet or through the Messenger.

**Decision:** S. Bastien-Daigle and M. Janowicz will act as the liaison between the National Program of Action and the Coalition.

**\*Action Item 11:** S. Bastien-Daigle or M. Janowicz will submit the NPA workshop details to the Coordinator. The information will be posted to the Webpage of the Coalition.

**\*Action Item 12:** This working group will provide updates for the SC, the web and the Messenger on a regular on priority issues.

**\*Note:** S. Bastien-Daigle is interim chair for this working group.

**\*Action Item 13:** The working group will have a founding meeting as soon as possible.

**\*Action Item 14:** The coordinator will get in touch with the Quebec representation office in Moncton to find government representatives.

**\*Action Item 15:** The next presentation by members will be the NPA (S. Bastien-Daigle) and another on PEI Nutrient Pollution (C. Crane)

**Communication and Education**

**\*Action Item 16:** David and the Communication & Education WG will have the website content policy drafted and sent to the steering committee at least two weeks before the next steering committee meeting

**\*Action Item 17:** Each Working group (C&E, Science, Habitat, Harmonization, TAG and AGM) will have to provide updates for the newsletter and website by 15<sup>th</sup> of January 2004.

**\*Action Item 18:** The next newsletter will include a membership form to renew the current member list. In the next Messenger, there will be a short note to encourage each member to reach and motivate others to join the Coalition. .

**\*Action Item 19:** The coordinator will make a call for proposals to find a freelance writer; the call for interest will be drafted with the help of the Management committee. Due date: January 8, 2004 for the call with a deadline of January 22 for interest letters.

**\*Action Item 20:** The coordinator will try to find money or alternative options for administration assistance (Business College, Quebec-Labrador Foundation, etc...). Report to the management committee as soon as possible for decision.

**Note:** all documents that need translation should be prepared in advance and sent to Cindy, Marianne or Sophie for assistance.

**\*Action Item 21:** The coordinator will remind Caspian Kilkelly about possible photos that could be used by the Coalition. These photos are to be used for promotional material for the Coalition.

**\*Action Item 22:** Liette will solicit Edwin DeMont about his acquaintance interested in the Coalition to help with the Communication and Education working group.

**\*Action Item 23:** The coordinator will keep the Steering Committee updated with this working group.

### Constitution & Policy

**\*Note:** As the Coalition now has its incorporation and by-laws completed and approved, it was decided that this working group has been dissolved and its responsibilities now belong to the Management Committee. Approved by consensus.

### Science & Research

The indicator research is moving forward and being supervised by the working group. A joint meeting with the Southern Gulf Research Network and Parks Canada on Atlantic monitoring activities is planned for the end of January.

### Habitat

**\*Note:** GSLERS (Gulf of St. Lawrence Estuarine Research Society is now ACCESS (Atlantic Coastal ....?)

**\*Action Item 24:** The coordinator will contact Sylvie St-Jean and get an interview in order to better understand what ACCESS is all about. The information will be posted on the Webpage and/or shared to the members.

**\*Action Item 25:** The coordinator will consult H. Collins for details about ACCESS if there is a need for more information.

**\*Action Item 26:** The coordinator will coordinate the joint project between MREAC and the Coalition for Striped Bass, need more information, please.

**\*Action Item 27:** The coordinator (with the support of H. Collins and the management committee) will apply at Science Horizons for either the striped bass project or the linkages of fresh and sea water ecosystems (depending on eligibility of funding agencies). L. Vasseur will contact Guy Brun about a potential link with him for this project as a Environment Canada person has to be on it.

**\*Action Item 28:** J. Huston will inform H. Collins so he can get in touch with the Ecology Action Center and Clean Nova Scotia.

### AGM

This working group met on December 3<sup>rd</sup> to explore potential themes, dates and locations for the next Annual General meeting.

**\*Note:** The most appropriate dates for the AGM are April 30<sup>th</sup> and May 1<sup>st</sup> 2004.

**\*Note:** It will most likely be held in Carleton or Miguasha. The Magdalene Islands are also considered.

**\*Action Item 29:** Because of the greater distance to attend the meeting, the coordinator will find out about Shuttle or train services for transportation to the AGM. This will be reported to the AGM WG by the third week of January.

8. **Hiring Policy**  
The approval of the hiring policy after modifications was moved by J. Huston and seconded by D. Boyce. All consent. There is a need to review the last version for typo mistakes.
9. **Lunch (change: was held between the Policy and Science WG status update)**
10. **Workplan 2004-2005 and new promotional format for the workplan.**  
The workplan 2004-2005 was sent to all SC members and the prototype of the promotional format was presented to the SC. The promotional brochure will be used to promote the Coalition at events such as conferences and public meetings.  
**\*Action Item 30: S. Bastien-Daigle will send the promotional version of the workplan to the Steering Committee. For comments before January 15<sup>th</sup>, 2004.**  
**\*Action Item 31: Coordinator will send the workplan to the Steering Committee for review and comments before January 15<sup>th</sup>.**  
**\*Action Item 32: Coordinator will verify the dates on the workplan.**  
**Action Item 33: Following today's discussions, the WG have to send updates for the workplan 2004-2005 in terms of activities and budget by January 15<sup>th</sup>.**
11. **Past Halifax conference and future January conference.**  
L. Vasseur talked about the EMAN conference. M. Janowicz talked about the private meeting with members of BoFEP as well as the successful symposium on Friday morning. From the symposium, proceedings will be prepared.  
**\*Action Item 34: L. Vasseur will explore EMAN funding for some future projects on monitoring and the use of the Coalition as a regional base for linking to communities.**  
**\*Action Item 35: The coordinator will submit his notes from the EMAN symposium to the management committee for review.**  
**\*Action Item 36: The coordinator will send the official agenda about the SGRN-Parks Canada conference in January to the members by email and by newsletter.**
12. **Discussion on Charitable Status**  
It was moved by D. Boyce and seconded by M. Janowicz that the coordinator moves forward with the actions necessary to obtain charitable status.  
**\*Action item 37: the coordinator will initiate the process in January and will report as soon as possible to the Management Committee about the potential issues regarding the acquisition of the status.**
13. **Fundraising**  
**\*Action Item 38: D. Boyce will lead the Management Committee to draft a policy on securing financial resources.**
14. **Next Meeting**  
**\*Note: The next steering committee will be held on Feb. 20<sup>th</sup> 2004.**
15. **Others**  
**\*Note: A. Marshall informed the Steering Committee about their activities on Aboriginal Water Rights**  
**\*Note: D. Boyce mentioned the idea of having someone present something at the DFO Coastal Integrated Management workshop in PEI. It was agreed that D. Boyce would play that role being himself a citizen of PEI.**
13. **Member presentation**  
A Presentation by Marc-André Plourde of the Friends of the Kouchibouacis was made.  
**\*Action Item 39: The coordinator will try to get the PowerPoint presentation from Marc-André in order to post it on the website.**
14. **Adjournment**
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The meeting was adjourned at 16:00