



**Documents for the eleventh Annual General Meeting  
Of the Membership  
June 11-12 2010**



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## Agenda

### Field Trips

The below are field trip options available between **1:00 pm to 5:00pm on Friday, June 11**. Please see the registration form for details. / *Les activités ont lieu entre 13h00 et 17h00 le vendredi 11 juin. S.v.p. voir le formulaire d'inscription pour plus de détails.*

Whale watching / *Visite des baleines*

Visit of Gulf Aquarium Marine Station / *Visite de la station de recherche marine et aquarium du golfe*

Getting Wet and Dirty with CAMP / *Salit et Mouillé avec PSCA*

Visit of a coastal erosion monitoring site - CANCELLED /

*Visite d'un site d'érosion côtière - ANNULÉE*

### AGENDA / ORDRE DU JOUR

FRIDAY JUNE 11 / VENDREDI 11 JUIN

Location: Salon des retraités/Seniors Hall, 15116 Cabot Trail , Chéticamp

Opening Ceremony	<b>5:30 pm</b>	Cérémonie d'ouverture
Opening Remarks and Welcome	<b>5:40 pm</b>	Mots de bienvenue, discours d'ouverture
Agenda Approval	<b>5:50 pm</b>	Adoption de l'ordre du jour
Approval of Consent Document	<b>5:55 pm</b>	Adoption du document de consentement
2009 Scholarship Results Presentation and Discussion	<b>6:10 pm</b>	Présentation et discussion des résultats de la bourse 2009
2010 Scholarship Recipient Presentation and Discussion	<b>6:40 pm</b>	Présentation de la gagnante de la bourse d'études 2010
2009-2010 Volunteer Recognition	<b>7:00 pm</b>	Reconnaissance des bénévoles
GAMS Lobster Broil - message from local host group (cost of dinner not included )	<b>7:10 pm</b>	Souper homard avec group hôte CMAG (frais du repas non inclus)



AGENDA / ORDRE DU JOUR

SATURDAY JUNE 12 / LE SAMEDI 12 JUIN

Location: NDA School/École NDA, 15118 Cabot Trail , Chéticamp

Opening Remarks and Welcome	<b>8:30 am</b>	Mots de bienvenue, discours d'ouverture
CAMP – Results from 7 years of community-based data collection, Marie-Hélène Thériault	<b>8:45 am</b>	PSCA – Résultat après sept ans du surveillance communautaire, Marie-Hélène Thériault
Project Reporting: Financial Literacy for Women; Social Economic Cultural Overview Assessment; Coastal Erosion Monitoring and Awareness; Community Aquatic Monitoring Program	<b>9:15 am</b>	Reportage des projets: Éducation financière, SECOA, Surveillance de l'érosion côtière, Programme de surveillance des communautés aquatiques
<i>Health Break</i>	<i>10:00 am</i>	<i>Pause-Santé</i>
Steering Committee Resolutions for approval	<b>10:30 am</b>	Résolutions du Comité Directeur
The Financial report	<b>10:45 am</b>	Rapport financier
2010-2012 - Steering Committee Nominations and Elections	<b>11:00 am</b>	Nominations et Élections du comité directeur
<i>Lunch (provided)</i>	<i>11:30 pm</i>	<i>Dîner (fournit)</i>
2009-2010 Volunteer Groups Report	<b>12:30 pm</b>	Rapports des groupes de travail
Volunteer Groups Workshop & Project Discussions	<b>1:00 pm</b>	Atelier des groupes de bénévoles & Discussion des projets
<i>Health Break</i>	<i>2:30 pm</i>	<i>Pause-santé</i>
Special Panel Presentations and discussion: <i>Addressing erosion monitoring in watersheds and coastal zones</i> (Dominique Bérubé, Bob Taylor and Garth Demont)	<b>3:00 pm</b>	Présentations spéciales et discussions : <i>Adresser la surveillance d'érosion dans les bassins versants et les zones côtières</i> (Dominique Bérubé, Bob Taylor and Garth Demont)
Closing Remarks and Adjournment	<b>4:15 pm</b>	Levée de la séance, mots de fermeture
<b>STEERING COMMITTEE MEETING</b>	<b>4:30 pm</b>	<b>RÉUNION DU COMITÉ</b>



		DIRECTEUR
Nomination and election of Management Committee Officers and Members	<b>4:40 pm</b>	Nomination et élection des membres et officier du comité de gestion
Steering Committee Meeting roundtable	<b>4:50 pm</b>	Table ronde du comité directeur
2010-2011 Projects, Work-plan and Action Plan Discussion	<b>5:50 pm</b>	2010-2011 Plan de travail, projets et discussion du plan d'action
Adjournment	<b>6:30 pm</b>	Levée de la séance

**CONSENT DOC. ITEM 1 - Minutes from 2009 AGM**

**The Southern Gulf of St. Lawrence Coalition on Sustainability Annual General Meeting #10**

**Location:** Emerald Community Centre- Emerald, Prince Edward Island  
**Date:** June 11th, 2009

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1. **Call to order**  
 The meeting was called to order at 6:30 pm by President David Boyce who welcomed members to Prince Edward Island for the AGM.
  
2. **Approval of agenda**  
 Adoption of the agenda was moved by Irene Novaczek, seconded by Randy Angus and approved unanimously.
  
3. **Approval of last meeting minutes (June 5, 2008)**  
 There was no business arising from the minutes.  
  
 Approval of the minutes was moved by Chantal Gagnon, seconded by Lisa Arsenault and approved unanimously
  
4. **Financial Report**  
 The Coalition-SGSL Treasurer Chantal Gagnon presented the 2008-2009 financial report as reviewed by the firm Grant Thornton. As of March 31<sup>st</sup>, total revenues were \$453,889 and total expenses were \$361,893, leaving a positive balance of \$91,996. Chantal informed that the carry-over funds would be used to develop a 'rainy day' fund and to pursue our communications strategies. Chantal Gagnon moved that the Financial Report be adopted as presented, seconded by Marie-Hélène Thériault and approved unanimously.
  
5. **Working Group reports**  
 The following individuals reported on the seven working groups listed below. (To note, detailed written reports can be found in the Annual Report).



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Coastal Erosion – Nadine Gauvin in Kathryn Parlee’s absence

Communications & Education – Nadine Gauvin in absence of a Chair

Constitution Committee – Chantal Gagnon

Fund/Development – Ray MacIsaac

Science, Research & Habitat – Marie-Hélène Thériault

Social Economy Summit – Nadine Gauvin in Omer Chouinard’s absence

Technical Advisory – Nadine Gauvin in John Legault’s absence

Traditional Ecological Knowledge – Chantal Gagnon in Allister Marshall’s absence

**6. Constitution amendments**

Chantal Gagnon & Ray MacIsaac presented the Constitution amendments proposed for adoption as presented to all members two months ago. Chantal explained the necessity to modify the Constitution as a means to meet current Coalition-SGSL realities and described a current project underway to review the Coalition’s governance structure. Chantal Gagnon moved for the adoption of the Constitution amendments, seconded by Marianne Janowicz and adopted unanimously.

**7. Volunteer recognition**

In recognition of the many volunteer hours dedicated, David Boyce presented an awards certificate to each of the Working Group chairs present (and staff will mail the certificates awards to those not present).

**8. 2009 Scholarship Recipient Presentation**

Allan Debertain of the University of New Brunswick and the 2009 Coalition-SGSL Scholarship winner provided an informative presentation on his research: *Predator-prey interactions between planktivorous fish and their prey in Northumberland Strait*. Members asked questions following the presentation.

**9. Steering Committee Elections**

Alice Power demonstrated the existing Steering Committee vacancies. Nadine nominated John Legault for Member-at-Large via proxy. Alice then asked for any other nominations from the floor. There were none. Alice Power moved that the Steering Committee be accepted as presented, seconded by Chantal Gagnon and approved unanimously.

The accepted positions on the 2009-10 Steering Committee are as follows:

Sector /	area	Last Name	Name
Federal Government		MacIsaac	Ray
		Parlee	Kathryn



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Provincial Government	PE	vacant	
	NB	Tims (acting)	Jane
	NS	Huston	Justin
	Que.	vacant	
Municipal Government	NB	Goguen	Jean
	PE	Novaczek	Irene
	NS	vacant	
	Que.	Vacant	
First Nations Premières nations	Que.	Vacant	
	NS	Marshall	Allister
	PEI	Angus	Randy
	NB	Vacant	

Sector	Area	Last Name	Name
Community Organizations and NGOs	NB	Vacant	
	NB	Donelle	Rémi
	Que.	Vacant	
	Que.	Vacant	
	PE	Boyce	David
	PE	Vacant	
	NS	Power	Alice
	NS	Gagnon	Chantal
Academia/ Secteur académique	PE	Palanisamy	Nagarajan
	NB	Chouinard	Omer
	NS	Garbary	David
	Que.	Vacant	

Sector	Area	Last Name	Name
Industry	NB	Desrosiers	Denis
	NB	Vacant	
	NS	Vacant	



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	NS	Vacant	
	PE	Vacant	
	PE	Vacant	
	Que.	Arsenault	Lisa
	Que.	Vacant	
Public-at-large		Legault	John
		Thériault	Marie-Hélène

**10. Guest speaker**

Dr.Nagarajan provided a lively and thought-provoking presentation entitled ‘*Deepening Ecological Crisis: Reemerging Ecosystem Based Management Paradigm of Sustainability*’.

**11. Open Discussion**

Marianne Janowicz facilitated an open discussion to discuss Dr.Nagarajan’s presentation and to determine a role for the Coalition with respect to shaping policy. The discussion centered mostly on education and engaging youth. Due to time constraints, it was decided to reconvene the discussion at the Steering Committee scheduled for the following day.

**12. Adjournment**

Adjournment of the meeting was moved by Irene Novaczek. The meeting was adjourned at 9:30 pm.

**CONSENT DOC. ITEM 2 - 2009-2010 Action Items**

**List of Action Items from Steering Committee Meetings 2009-2010**

Meeting Date	Action Item	Responsibility	Timeline	Status
#4 – March 5 2010	<b>Action item #01:</b> Management Committee to come up with a means to stagger the elections and prepare the nominations of the AGM.	<b>Management Committee</b>	<b>AGM 2010</b>	<b>DONE</b>
	<b>Action item #02:</b> Melanie Corkum proposed contacting Richard Bridge regarding possible core funding sources.	<b>Melanie Corkum</b>	<b>Sept. 2010</b>	<b>IN PROCESS</b>
#3 - December 4 2009	<b>Action item #01:</b> Regarding Sept.11, Action #6 - Chantal is to send the report on lessons learned from the bike raffle.	<b>Chantal</b>	<b>Feb.5.2010</b>	<b>DONE</b>
	<b>Action item #02:</b> Regarding Sept.11,	<b>Chantal</b>	<b>Jan.14</b>	<b>DONE</b>



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	Action #18 - Chantal is to follow through on Randy's point that information is needed before the January Management Committee retreat, if a useful conclusion is to be reached.			
	<b>Action item #03:</b> Chantal is to send the Action Item List Document to Steering Committee before meetings with the other documents.	<b>Chantal</b>	<b>Feb.5</b>	<b>DONE</b>
	<b>Action item #4:</b> Chantal to follow-up SC-Rep: Academics – QC, Suggestion: U de Québec à Rimouski, Steve Plante or colleagues	<b>Chantal</b>	<b>March 5</b>	<b>Steve has accepted - DONE</b>
	<b>Action item #5:</b> Omer to follow-up SC-Rep: Academics – QC, Suggestion: Michel Chouinard à Baies des Chaleurs ZIP	<b>Omer</b>	<b>March 5</b>	<b>Chantal to continue in coming year</b>
	<b>Action item #6:</b> Chantal to follow-up SC-Rep: Academics – QC, D. LeBlanc Matépédia rivière Restigouche	<b>Chantal</b>	<b>March 5</b>	<b>DONE</b>
	<b>Action item #7:</b> Chantal to continue building a relationship with this community and other contacts in other communities in NB. First Nations – NB, Suggestion: Dennis Simon is interested, but not available. –	<b>Chantal</b>	<b>Ongoing</b>	<b>Ongoing</b>
	<b>Action item #8:</b> Chantal to follow-up with Marie-Hélène and Randy on contacting these individuals. SC-Reps: First Nations – NS, Suggestion: Kerry or PJ Prosper from Patn'qek (Afton), Unama'ki Institute for Natural Resources, Laura V, Lissa, or Shelly Dennis, Mark Sark, Michael Cox	<b>Chantal, Marie-Hélène and Randy</b>	<b>March 5</b>	<b>DONE</b>
	<b>Action item #9:</b> Chantal to follow-up	<b>Chantal</b>	<b>March 5</b>	<b>DONE</b>



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	Business Association – NS, Suggestion: NS Environnement Services Association			
	<b>Action item #10:</b> Executive director to prepare official invitation letters for new members of Steering Committee, if one does not already exist from previous ED.	<b>Chantal</b>	<b>March 5</b>	<b>DONE</b>
	<b>Action item #11:</b> Chantal to contact Nadine Gauvin to see if she has any ideas (Tourism alliances) from her new role with Parks.	<b>Chantal</b>	<b>March 5</b>	<b>Postponed to next year</b>
	<b>Action item #12:</b> Omer to contact folks in Lamèque involved in this subject (Tourism alliances).	<b>Omer</b>	<b>March 5</b>	<b>Postponed to next year</b>
	<b>Action Item#13:</b> Chantal to confirm Service Canada expected revenue.	<b>Chantal</b>	<b>Feb.5</b>	<b>DONE</b>
	<b>Action item#14:</b> Marie-Hélène to send Chantal information confirming what DFO has in their books with us for this year.	<b>Marie-Hélène</b>	<b>Feb.5</b>	<b>DONE</b>
	<b>Action item#15:</b> Marie-Hélène to contact Bronwyn Pavey about possibility of contributing to the Comm.Educ. working group.	<b>Marie-Hélène</b>	<b>March 5</b>	<b>DONE</b>
	<b>Action item#16:</b> Kathryn Parlee will try to look into her communication group for resources, contacts and advice.	<b>Kathryn</b>	<b>March 5</b>	<b>Waiting for K.Parlee to return to active duty with the Coalition</b>
	<b>Action item#17:</b> Omer to talk to the communication group at UdeMoncton to look further into the possibilities of credit exchange or getting a professor engaged in the working group.	<b>Omer</b>	<b>March 5</b>	<b>Office moved to new Campus. Will need to look there.</b>
	<b>Action item #18:</b> Randy to send email regarding the Dalhousie Marine Affairs student summer internship program.	<b>Randy</b>	<b>March 5</b>	<b>DONE</b>



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<b>#2 - September 11 2009</b>	<b>Action item #01:</b> The Coalition is to look into the possibility of being a member of ACIC	<b>Secretariat</b>	<b>End of fiscal year</b>	<b>Postponed until more members express an active interest in international component of Coalition-SGSL</b>
	<b>Action item #02:</b> The ED is to follow-up with the idea from the previous ED of involving the provincial federation of municipalities.	<b>ED</b>	<b>2010 AGM</b>	<b>In process</b>
	<b>Action item #03:</b> The ED is to look into the possibilities for new Secretary and increased First Nations members at the Steering Committee.	<b>ED</b>	<b>201 AGM</b>	<b>First Nation outreach done. Secretary still needs filling.</b>
	<b>Action item#04:</b> 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.	<b>ED &amp; Treasurer</b>	<b>Dec.4.09</b>	<b>DONE</b>
	<b>Action item # 05–</b> The ED is to look into sending an email to community groups to advertise the search for a Comm.ED. Chair.	<b>ED</b>	<b>End of fiscal year</b>	<b>Strategy Changed</b>
	<b>Action item # 06 –</b> Monique has to write a one page document based on the results and lesson learned regarding the bike raffle	<b>Monique</b>	<b>Dec.4.09</b>	<b>DONE</b>
	<b>Action Item #07:</b> Chantal to Contact Denis DesRosiers	<b>ED</b>	<b>Dec.4.09</b>	<b>DONE</b>
	<b>Action item #08:</b> Chantal to contact Irene and Elsipogtog to organize.	<b>ED</b>	<b>Dec.4.09</b>	<b>DONE</b>



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<b>Action item #09:</b> Monique to forward the email from Randy to all the SC members based on the Youth Workshop that is being held in October.	<b>Monique</b>	<b>Oct.16.09</b>	<b>DONE</b>
<b>Action Item #10:</b> AGM working group to coordinate with Irene and CZC for location, time and theme of 2010 AGM to be held in PEI in July. Recommended on the Saturday or Friday of the CZC. July 26 2010. The ED is to verify in the Constitution to see if anything prevents from being two years in a row at the same place.	<b>AGM-WG</b>	<b>2010 AGM</b>	<b>Refer to Dec.4.09 Action Items</b>
<b>Action item # 11:</b> Chantal has to change the word 'meant' in the last phrase of Policy WG.	<b>ED</b>	<b>Dec.4.09</b>	<b>DONE</b>
<b>Action item #12:</b> The ED is to put in place a procedure/template for internal and external communications to report back on every event attended by staff.	<b>ED</b>	<b>End of fiscal year</b>	<b>DONE</b>
<b>Action item #13:</b> Nadine LaPlante to provide her report from the St.Lawrence meeting and help inform the ED's direction on this path.	<b>Nadine L.</b>	<b>End of fiscal year</b>	<b>DONE</b>
<b>Action item #14:</b> 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.	<b>ED</b>	<b>Dec.4.09</b>	<b>DONE</b>
<b>Action item #15:</b> 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.	<b>ED</b>	<b>End of fiscal year</b>	<b>Not started</b>
<b>Action item # 16:</b> 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.	<b>ED</b>	<b>Fall</b>	<b>DONE</b>



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	<b>Action item # 17:</b> 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.	<b>Rémi ED</b>	<b>End of fiscal year</b>	<b>DONE</b>
	<b>Action Item #18:</b> MC to determine TOR for ad hoc group and ad hoc group to draft the brainstorming options by Dec.4 SC meeting.	<b>MC</b>	<b>Dec.4.09</b>	<b>DONE</b>
	<b>Action item #19:</b> Kathryn needs to present a summary document at the next SC meeting, if acceptable to EC.	<b>Kathryn</b>	<b>Dec.4.09</b>	<b>DONE/No longer required</b>
<b>#1 - June 12 2009</b>	<b>Action item #01:</b> The Science, Research & Habitat WG to review the report from the 2006 indicators work as a first step.	<b>SRH-WG</b>	<b>End of fiscal year</b>	<b>DONE</b>
	<b>Action item #02:</b> Coalition staff to investigate VIA as a potential video conferencing tool.	<b>Coalition Staff</b>	<b>End of fiscal year</b>	<b>Webex chosen for now, VIA to be experimented</b>
	<b>Action item#03:</b> The 2010 WG to meet during the summer months to begin work on the next workshop.	<b>AGM-WG</b>	<b>Summer</b>	<b>DONE/No longer required</b>
	<b>Action item #04:</b> Contact Basil Stewart, Mayor of Summerside, and new President of the Federation of Canadian Municipalities to offer congratulations and to request a meeting.	<b>ED</b>	<b>Summer</b>	<b>Refer to Sept.11.09 Action item#2</b>
	<b>Action item #05:</b> To organize a discussion for the next Steering Committee on the roles & responsibilities of the Steering Committee VS the Management	<b>Chantal</b>	<b>Summer</b>	<b>DONE</b>



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	Committee.			
	<b>Action item#06:</b> Monique to provide a brief report on the ACIC workshop at the next SC meeting.	<b>Monique</b>	<b>Sept.11.09</b>	<b>DONE</b>
	<b>Action item#07:</b> To incorporate the above comments into the 2009-2010 work plan.	<b>ED</b>	<b>Dec.4.09</b>	<b>DONE</b>
	<b>Action item#08:</b> Coalition staff to compare provincial environmental networks to the national one as per the above suggestions.	<b>Coalition Staff</b>	<b>End of fiscal year</b>	<b>Suggested Both</b>

### CONSENT DOC. ITEM 3 - Volunteer Recruitment Strategy

#### As a requirement to EC-AEI

See the accompanying PDF on the Volunteer Recruitment Strategy. This was a deliverable of our agreement with Environment Canada in 2009-2010. It is based on feedback from CAMP groups about the strength and weaknesses of the program and the attraction for volunteer and stewardship. The exercise helped determine a strategy the Coalition-SGSL could undertake to attract more volunteers to community-base monitoring activities. If approved, this document will help guide the activities under CAMP and CEMAP within our greater strategies and vision.

### Financial Report

## Southern Gulf of St. Lawrence Coalition on Sustainability Statements of Operations and Changes in Members' Equity

Year Ended March 31 2010 2009  
(Unaudited)

#### Revenues

##### Federal grants

Agriculture Canada	\$ -	\$ 14,107
Environment Canada	62,000	50,392
Fisheries and Oceans Canada	57,500	174,000
Natural Resources Canada	(5,458)	40,144
Service Canada	11,059	12,830



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Status of Women Canada	61,098	63,475
Private sector	2,500	85,733
Contributed services (Note 4)	5,418	5,418
Registrations, fundraising and donations	<u>2,952</u>	<u>7,790</u>
	197,069	453,889
Expenses (Page 7)	<u>246,328</u>	<u>361,893</u>
Excess of (expenses over revenues) revenues over expenses	<u>\$ (49,259)</u>	<u>\$ 91,996</u>
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<b>Members' Equity</b>		
Unrestricted net asset, beginning of year	\$ 124,997	\$ 33,001
Excess of (expenses over revenues) revenues over expenses	<u>(49,259)</u>	<u>91,996</u>
Unrestricted net asset, end of year	<u>\$ 75,738</u>	<u>\$ 124,997</u>

**Southern Gulf of St. Lawrence Coalition on  
Sustainability  
Statement of Financial Position**

March 31 (Unaudited)	2010	2009
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<b>Assets</b>		
Cash	\$ 66,720	\$ -
Grants receivable	<u>17,006</u>	<u>183,892</u>
	<u>\$ 83,726</u>	<u>\$ 183,892</u>
<hr/>		
<b>Liabilities</b>		
Bank indebtedness	\$ -	\$ 6,931
Accounts payable and accrued liabilities	5,488	51,964
Deferred contributions (Note 3)	<u>2,500</u>	<u>-</u>
	<u>7,988</u>	<u>58,895</u>
<b>Members' Equity</b>		
Unrestricted net asset	<u>75,738</u>	<u>124,997</u>



\$ 83,726

\$ 183,892

## Southern Gulf of St. Lawrence Coalition on Sustainability Schedule of Expenses

Year Ended March 31  
(Unaudited)

2010

2009

### Expenses

Annual general meeting	\$ 2,830	\$ 22,770
Bank charges	741	555
Equipment purchases and repairs	160	3,673
Executive director expense	8,127	3,435
Insurance	558	1,144
Office	2,036	2,464
Payroll	38,441	112,141
Professional fees	8,038	8,108
Projects	174,945	194,751
Rent	5,418	5,418
Steering committee	3,043	5,068
Telephone and fax services	<u>1,991</u>	<u>2,366</u>
	<u>\$ 246,328</u>	<u>\$ 361,893</u>

## Constitutional Changes

Changes had to be made to the 2009 Constitution revision as per a request from Revenue Canada. In particular, the rewording in 2008-2009 of one of the mandates was not accepted by the Charities Directorate. They advised us to remove the new wording. The Management Committee has returned this mandate to the original wording (prior to the 2008-2009 Constitution changes). These changes require approval by the members.

To view the amendments to the 2009 Constitution, see the PDF attached.

These amendments will be presented in the SC Resolutions for approval section at the AGM in June. The newly amended Constitution will then be sent to Revenue Canada.