



**2007 CCEA AGM  
Quebec City, Quebec  
September 17 – 19, 2008**

Action Items			
#	Details	Responsibility	Deadline
1	<i>Establish a Working Group: AGM Jurisdictional Reporting</i>	<i>All</i>	
Motions & Approvals			
Approve Financial Statement 2007 Fiscal Year		1 <sup>st</sup> John Vandall, 2 <sup>nd</sup> Sian French, Accepted	

**CCEA General Meeting  
18:00, September 17, 2008**

**Present:** Bas Oosenbrug, Robert Helie, David MacKinnon, Jacques Perron, Sian French, Joyce Gould, Yvonne Beaubien, Mark Richardson, Bruce Downie, Joanna Wilson, Martine Laundry, John Meikle, Rob Vanderkam, Karen Beazley, Colin Scott.

**Opening Remarks – Bas Oosenbrug – CCEA Chair**

Opening remarks were made by the CCEA Chair Bas Oosebrug to the attendants of the Quebec City CCEA Annual General Meeting. The CCEA last met in October 2007 to discuss the Ecological (\*\*get book title) at Waterton Lakes National Park in Alberta. The CCEA has had a number of successful projects in the last year, briefly outlined below:

*Stan Rowe Home Place Graduate Award*

This year the CCEA awarded the Stan Rowe Home Place Graduate Award to (\*\* insert name and title). This year another award will be given out and students are being encouraged to apply. The acceptance deadline is December 15. Long-term fundraising activities continue for this graduate award.

*New Publications*

This year the CCEA in cooperation with GeoConnections and the involvement of all of the CCEA jurisdictions. Published the (\*\* full title & brief summary). This guidebook has been received really well etc..

*Eco Newsletter*

The CCEA has continued to publish its bi-annual newsletter highlighting major activities in the protected areas community.

### *Current CCEA Activities*

The CCEA is currently at work with the University of Waterloo on a report on Climate Change and its affect on Protected Area planning. The CCEA is also revisiing its core business plan for 2011, planning next years AGM and continued work on the Stan Rowe scholarship. The CCEA is enjoying a robust financial situation which has aiding in the organization leveraging activities such as reports and the business of the council.

### *Jurisdictional Updates:*

The CCEA Jurisdictional reports can now be found on the CCEA website:

[http://ccea.org/en\\_2008AGM.htm](http://ccea.org/en_2008AGM.htm)

Participants at this years AGM agreed that additional time needs to be given to jurisdictional reporting at next years AGM in order to allow the broad interests of the community enough time to discuss.

### *Action item #1 – Establish a Working Group re: Jurisdictional Reporting*

- The Board will establish a working a group to determine the time requirements and reporting format to be used at next years AGM.

### **Opening Remarks – Robert Helie – CCEA Secretariat/Environment Canada**

### **Treasurer’s Report - Bas Oosenbrug – CCEA Chair**

See PowerPoint Presentation and Financial Statement (attached) for detailed information.

### *Board Motion – Approve 2007 Financial Statement*

- Motioned by John Meikle, 2<sup>nd</sup> by Joyce Gould, Accepted by all.

### *Board Motion – Approve 2007 Accountant to be used in 2008*

- Motioned by John Meikle, 2<sup>nd</sup> by Joyce Gould, Accepted by all.

### **Board Elections - All Jurisdictions & Board Members**

One executive Board member term expires this year:

David MacKinnon

***Board Action – Re-Elect David MacKinnon as a CCEA Director and as Vice-Chair of the CCEA.***

**CCEA Executive Breakfast Meeting**  
**7:30 – 8:30, September 18, 2008**

**Present:** Bas Oosenbrug

**Communications – Mark Richardson – CCEA Secretariat**

Reports to scan, board will approve a scan of these documents.

We will examine options.

Someone who used to work with David G. may have some of our reports.

The Board will plan to place the current reports as PDF eventually, likely in the new year.

**Business Plan**

The board agrees it needs to be actioned, given it's importance and new lines of business.  
To preface a workshop.

Ensure the lifespan to be farther ie: 5 years

Given SAMPA discussions etc.

Sian will follow up with Mike Wong to discuss the status of our relationship of SAMPA.

The board will plan an entire telecom to focus on the business plan. Middle of October.  
With the goal of following this up with a full workshop possibly in Edmonton or Ontario.

**Missing NB Rep** – CCEA has asked NB to determine a contact.

**Representation with other Networks?**

We have an informal relationship. We could invite John Good to a CCEA telecom to discuss CPC business plan as an information piece.

**Staff for the CCEA?**

Should we consider some kind of part or full time staffer to lead CCEA activities. Include discussion of this in the business planning exercise.

Annual contributions and self-sustaining etc.. But in order to do this we need to assess the resources you need.

**Secretariat will build and submit an Business Plan Agenda to all board members.**

Privately owned protected areas and MPA could justify an executive director.

Wednesday Oct. 15<sup>th</sup> 1PM possible. Oct. 29<sup>th</sup>

**Proceedings:**

Ask the presenters to submit a photo to go with there abstract.

Exclude jurisdictional reports

Add a letter from the Chair.

Add a reference regarding the jurisdictional reps and place reference to their electronic formats on the website.

AI to review jurisdictional report needs to the business plan. We should look about a linking mechanism to point other groups. We need to enable other jurisdictions to see everyone else's on the website.

We need to determine timelines for jurisdictional reporting.