



MINUTES

Board Meeting

1:00-2:30 PM EST, Wednesday, March 3rd, 2010

Present:	Robert Hélie, Vice Chair John Vandall, Treasurer Joyce Gould, Director Karen Beazley, Director	Tom Beechey, Associate Director Mark Richardson, Secretariat Jacques Perron, Director
Regrets:	Libby McCalden Marc Johnson, Associate Director	Richard Wyma, Director David MacKinnon, Chair

1. Approve February Teleconference Minutes

Approved, 1st Mark, 2nd Karen

2. Administration

- a) Financial Update – John V.
 - No news financially to report, a complete fiscal update will be prepared for next month.
- b) Website Update – Mark/Libby
 - A series of updates to the CCEA.org website are in the process of being completed, most are changes to French content. Following these changes the website will be updated with the Strategic Plan and it's content.
 - The Board has decided to release electronic versions of the NPA 1 & 2 publications

Action Item: (Secretariat – Mark)

- Acquire electronic versions of NPA 1 and NPA 2 and add to the website.
- The Board would like to see more prominence placed on both the Home Place Award and CARTS on the website.

c) Home Place Award – Joyce

- The winner as discussed last month has been decided, our BC jurisdictional rep Ken Morrison has agreed to hand over the cheque to the winner.
- John Vandall has circulated a summary doc reviewing the current status of the home place award, its advertising and the award size.

Action Item: (ALL)

- The Board is to review john Vandall's doc and to provide comments at the next meeting.

d) Manitoba as a Director – David

- After discussions with Yvonne Beaubien she has agreed to join the board.

Motion to Elect Yvonne Beaubien to Board as a Director

1st Robert, 2nd Joyce -- PASSED

Action Item: (Secretariat)

- Update the website with the new directors contact information as well as any related mailing lists.

3. Project / Activities

- a) Canadian Guidebook Version 2 – Dave
 - The working group will circulate its draft work plan to the board for comment next week.
- b) CWS Climate Change Project – Karen
 - The contract has been finalized and signed off on with many thanks to John Vandall's help on this.
 - Karen will get regular updates from Josh Lawler (U of Washington) on project status.
- c) PACC Report – Tom
 - Tom is anticipating the final copy and review to be completed by the end of next week.
 - The board approves the expenditure of \$75 on photographs for the report.
 - If an executive summary is prepared, Environment Canada has agreed to provide translation services.

Action Item: (Tom Beechey)

- Tom will follow up to determine if Chris Lemieux will be attending and presenting at the Edmonton SCB 2010 conference his work on Climate change.

- d) MPA Work – Robert
 - Through the Health of the Oceans Program of the Federal Government staff at EC and DFO will be developing a marine protected areas database derived from CARTS. This product will be referred to as CARTS MARINE.
 - DFO has proposed that the CCEA add Marine Jurisdictional membership to streamline the communication lines, this process would amalgamate the Marine Technical Experts Committee (TEC) directly into the CCEA.
 - The board has agreed to the idea of a permanent marine sub-committee of the CCEA.
- e) 2010 Annual General Meeting – All
 - The Board has indicated leaning towards a smaller AGM to handle CCEA business unless something very good comes up.

Action Item: (Joyce Gould)

- Investigate room options in parallel to the Edmonton SCB for a simple AGM meeting.

Action Item (David Mackinnon)

- Follow up with MB regarding attendance at a smaller AGM.

- f) CARTS PDF Summary Map – Robert/Mark
 - Environment Canada has received many requests for simple mapping summaries of CARTS. In order to stem the flow of requests requiring individual approval the Secretariat has designed a standard letter size map to go on the CCEA website. A draft will be circulated for Board comment.
- g) CCEA Gold Leaf Award – Robert
 - Robert has found a company that can reproduce what we need. Likely \$15 per leaf, a draft invoice will be prepared for an estimate of 50 leaves.
- h) CEC Hemispheric mapping - Robert
 - The CEC is initializing work on an Arctic to Caribbean Marine protected Area corridor project. The

CEC is meeting for this in Halifax during June. The Board is considering some form of attendance to be discussed next month.

4. Next meeting:

April 7, 2010

May 5, 2010

June 2, 2010