

Minutes
Conference Call August 4/04

On Line: Tony Turner, Tom Beechey, John Meikle, Ed Wiken, John Vandall (2:30 P.M.) and Leigh Warren.

Item 1: Chair/Nominations

Ed indicated that he had received notes from Judy and Martha (not on line) but little advancement had been made since the last conference call. Martha offered to try and contact a number of individuals on the list to assess their willingness to act as Chair.

Action: Martha and Ed

Tom had asked if the larger Ontario list that he had submitted at the early stages of the search for a replacement Chair still existed. Its present existence was unknown however, Tom and Ed will search their records as well as requesting Martha and Judy (when available) to do likewise.

Action: Ed, Tom, Martha, Judy

The question was asked if there might have been changes in Dan's work schedule over the last year that might allow him to undertake the Chair's position. Tom volunteered to contact Dan on this matter.

Action: Tom

Leigh reported on the responses received on the survey of the nine Director's terms expiring at the 2004 AGM. To date, Tony, Robert Helle and Bas (part of a year) have indicated they will stand for re-election. Claire is considering her participation. A negative reply was received from Jean Gagnon. Response is still outstanding from Dan, John Vandall, Gerardo Bocco and Martha. Contact will be made with the latter group prior to the next conference call.

Action: Leigh

Item 2: 2004 AGM

Tony reviewed his earlier handout that indicated the AGM would be held in Ottawa, October 26-29 with the CCEA Director's Meeting and Business Meeting held Oct 26-27. October 28 will be a closed workshop of invited participants centred on the CARTS theme. Friday will be a workshop with a number of topics suggested e.g. CAD, IUCN categories however, the final topics will be dependent on responses from speakers yet to be confirmed. Tony will undertake to confirm speaker's availability and based on their response acquire a better idea on the logistics before the next conference call. He will also contact jurisdictional representatives to make them aware of the upcoming AGM and its contents.

Action: Tony

It was established that a small fee would be charged for the workshop to cover expenses although a value was not confirmed. Suggested was about \$100.00 however this still remains to be confirmed based on responses to Tony's contact with potential speakers.

A number of suggestions were made in planning the format of the workshop (panel discussions, specific questions/answers of speakers etc.). No final decision on the format was made however the panel discussion format appeared to hold the upper hand.

John Meikle questioned the links with other NGO's and aboriginal lands groups in regard to CAD and the uses of the data base by organizations such as Parks Canada in their Integrity Program or how WHC might

have incorporated the data in their national report. Such a topic could provide a central topic for the Friday workshop.

Tom suggested that John Marsh, Trent University would be an ideal speaker for a workshop on IUCN and protected areas as he has extensive international experience in their application. Tom offered to make the initial contact.

Action: Tom

Tom asked if proceedings of the workshops were planned. If so, he suggested that speakers provide a 2 page summary and a copy of their presentation prior to the workshop. Preference was given to having such information submitted on CD. No decision has been made on preparing proceeding however, Tony will take this under advisement.

Action: Tony

It was noted that resources in Ottawa are very limited to organize a large workshop and attendance will be based on invited participants approaching numbers of 40-50. Members of the Board may be request to provide aid.

Item 3: Newsletter/Web Site

John Meikle as focal point for the gathering of submissions indicated that he had received a number of articles however, there were still a number of significant pieces missing. These included :

- some jurisdictional reports
- Golden Leaf Award presentations. (Tony)
- CARTS summary (Tony)
- Business Plan (Tom)
- NPA project (Bas)
- World Congress (Dan)
- Stan Rowe (Ed)
- Climate Change (John Vandall)

Many of these articles are currently near completion according to the authors. Other potential submitters will be contacted within 2 weeks by John.

Action: John Meikle

John Vandall will be contacted to confirm the availability of one of his staff members to organize the formatting of the newsletter.

Action: John Meikle

Tony will generate an AGM announcement and forward to Dan for posting on the web site.

Action: Tony, Dan

Item 3 NPA project

Tom reporting on behalf of the project team (Bas, Yolanda John M. and Tom) indicated that Part 1 of the project scheduled for completion at the end of the year is progressing very well. Recently the team has spend a great deal of time developing a questionnaire in regards to management, activities and approaches use in northern protected areas.

Funding (\$20k) has been received for the background study and Part 1 case study. Further funding will be necessary to undertake the case studies of Part 2. Requests have been made to Parks Canada and Ontario with others to follow.

Item 4 Treasurer's Report

John Vandall circulated 2 reports by email prior to the conference.

John indicated that the March 31, 2004 statement indicated that there was \$25 K in CCEA's account principally derived from the Yellowknife AGM and funding for the NPA project. This statement remains to be audited and submitted to Revenue Canada.

John has to confirm a number of items with Dave Gauthier and Ed before this submission can be undertaken.

Action: John V., Dave G. and Ed.

The current budget indicates that there is \$37K in the account of which approximately \$17.5 K is identified for the NPA project and all but \$3K of the remainder has been identified for other projects.

The only new money identified so far is a \$1K grant from NWT (thanks to Bas) and 5% of the 100K Carts project will become available as the various stages are completed.

John noted that the Board had not approved the proposed budget that he had circulated early in the year but that he was using it as the guideline. John Vandall will circulate the most recent proposed budget asking Directors to provide harder numbers re: proposed expenditures and income

Action: John V., All

Improving Council's financial position should be a major item of discussion at the fall AGM

Item 5: CARTS Update

Tony outlined the need to identify the operational home for CARTS as early as possible so that any internal requirements or constraints of that agency can be addressed during the current planning stage. An early possibility appears to be Parks Canada who have a server and various reporting mandates to justify such a role. Views were expressed concerning maintaining objectivity and inclusiveness (e.g., adding private sites later) and control associated with CCEA data maintenance. Any agreement between CCEA and a potential host agency must strongly reflect the values of Council. It was suggested that CCEA could invite a range of agencies to express interest in hosting and propose how they might manage it. Regardless who it may be, a carefully worded agreement similar to the CCEA-GeoAccess and CWS agreements should be crafted. A steering committee to oversee operational CARTS activities was also suggested. Checking with other broad-based management efforts such as NatureServe, CDCs and Natural Heritage Information Centres may provide some guidance on how to proceed. It was suggested to discuss this topic at the next CARTS Steering Committee meeting and also tie this to the fall AGM, with potential Parks Canada support for the workshop. Tony to follow-up.

