



**CCEA Teleconference**

**December 13<sup>th</sup> 2006**

**1pm to 2:30pm EST**

**Present:** Siân French, Bas Oosenbrug, Dave MacKinnon, Jacques Perron, Tom Beechey, Libby McCalden, Robert Hélie, Mark Richardson, Joyce Gould, John Meikle, John Vandall.

**Regrets:** Karen Beazley, Dan Paleczny

<b>Agenda</b>	
Welcome and Introductions	Siân French
Review of Agenda	Siân French
Administration – Website Update	Siân French
Administration – Newsletter	Siân French
Administration – Finance	Robert Hélie
Projects – CARTS	Robert
Projects – IUCN Guidelines	Robert
Projects – Protected Areas Map	Mark Richardson

<b>Action Items</b>			
#	Details	Responsibility	Deadline

<b>Motions &amp; Approvals</b>	
Approve \$200 to Tony Turner	1 <sup>st</sup> Robert Hélie, 2 <sup>nd</sup> Sian French

**Minutes**

**Introductions – Siân French**

- This being the first meeting after this year’s AGM, the new chair of the CCEA, Siân French extended her greetings to everyone in attendance and thanked Joyce Gould for accepting her position as the newest director on the CCEA board.

**Review of AGM Minutes – All**

- The minutes from the 2006 CCEA AGM will be submitted for board approval next week. It was noted that no Golden Leaf awards remain and a new designer must be found to make more.

**Action Item 1 Complete AGM Minutes Nov. 14th - (Robert)**

**Action Item 2 E-mail a photo of the previous Golden Leaf to board - (Robert)**

- *Submit a photo of the previous awards to the board so that all members can help in the search for a suitable replacement.*

#### **Administration – New Directors – Siân French**

- Much of the board has changed since the AGM, contact information needs to be sent out to all of the jurisdictions to keep them informed of the board's current roster.

**Action Item 3 Email Jurisdictional Reps re: Directors of CCEA - (Secretariat)**

- Email all representatives with a current listing of the board and provide their contact information.

#### **Administration – Regular Meeting time, length and day – Siân French**

- In order to accommodate the various schedules of the new board members it has been decided that the monthly teleconferences will be shifted to fall on the first Thursday of each month. The board will attempt to keep the meeting length no longer than 1 to 1.5 hours.

#### **Administration – Website Update – Robert Hélie**

- The domain name to the CCEA website expired as of the end of October. Measures are being taken by Robert and Libby to renew the domain name and transfer administration of the domain to Libby.

**Action Item 4 Inform board when website is back online – (Robert)**

#### **Administration – Gift to Tony Turner – John Vandall**

- During last months AGM the CCEA board presented Tony Turner with a token of appreciation for his years of dedication and service to the CCEA. The board voted on a motion to authorize \$200 to Tony Turner.

**Action Item 5 Write a cheque to Tony Turner \$200 – (John V.)**

#### **Administration – Treasure's Report – John Vandall**

- The CCEA recognizes the tremendous support of Alberta (\$10,000), Newfoundland & Labrador's AGM (\$1,000) and contributions from Nova Scotia, Canadian Wildlife Service and the Atlas of Canada.
- Anticipated costs remaining within this fiscal year include the December Newsletter, Publishing of reports (Climate Change and NPA2) and website maintenance.

- The CCEA continues to examine revenue generation strategies and has created a new working group to investigate options and present a proposal to the board. Working Group members: Tom Beechey and John Vandall.

**Action Item 6** *Determine a 2007 Projected Budget – (John V.)*

**Action Item 7** *Submit anticipated upcoming costs to John Vandall – (All)*

**Action Item 8** *Revenue Generation Working Group Report – (Tom)*

**Administration – MOU with Canadian Wildlife Service, EC  
– Robert Hélie**

**Action Item 9** *Forward CWS MOU to Board – (Robert)*

**Administration – GeoConnections – Siân French**

**Projects – Report on AGM – Dave MacKinnon**

- This years AGM was highly successful both financially (\$6,000 profit) and academically regarding IUCN discussions.
- All presentations presented at the AGM have been collected and provided to Libby for posting on the CCEA website. All presenters have been requested to provide a 500 word summary of their presentation for inclusion in the December CCEA newsletter.

**Projects – CARTS – Robert Hélie**

- The CARTS project continues to move forward, Steven Virc the CARTS manager has dealt with many of the multi-jurisdictional agencies involved in this project.
- One issue that is being examined is a data request from Robin Quenet for PA boundaries within the boreal forest.

**Action Item 10** *Invite CARTS Manager to next Telecon – (Robert)*

**Projects – IUCN Guidelines – Robert Hélie**

- Further discussions will be made during the next teleconference after the minutes of the AGM have been reviewed.
- Possible Working Group members include Dave MacKinnon, Jacques Perron, Joyce Gould, Stephen Virc, Robert Vanderkamp, Fred Beek, Ken Morrison, John Meikle

**Projects – National Ecological Framework – Robert Hélie**

- The National Ecological Framework developed by Agriculture Canada and Environment Canada turned 10 years old this year. During the recent ADM level NLWIS meeting a proposal to update the original line work was approved.

- The goal of this new ecological framework would be an update of the ecoregion / ecozone line work definitions delivered in partnership with the CCEA. The project has a 3 year timeline, Robert would like to see \$25-45k per year of the project be managed by the CCEA.

**Action Item 11** *Canvass Jurisdictions for Ecological Framework – (Robert)*

- *Contact all CCEA jurisdictions and update them on the status of this project while determining their support for a CCEA led project.*

**Projects – Protected Areas Map – Mark Richardson**

- The protected areas printed map project has gotten a slow start due to the summer activities and the AGM planning. However, it continues to move forward with the imminent release of the Status Report as a publication of the Federal Government.

**Projects – Home Place Award – John Vandall**

- John Vandall continues to take the lead on this project. John has opened a 2<sup>nd</sup> bank account in the CCEA treasury to handle all monies related to the award. Fundraising efforts will continue throughout the year.

**Action Item 12** *Send Home Place poster to all Jurisdictions – (John V.)*

**Projects – Northern Protected Areas Report Vol. 2 – John Meikle**

- The second volume of the NPA report will be authored solely by Yolanda and is expected to be released to the public in January 2007.
- Additional funding from the CCEA is required to print 300 books for distribution.

**Action Item 13** *Send NPA2 Printing Estimate to Treasurer – (John M.)*

**Administration – GeoConnections – Siân French**

- The CCEA board would like to publish a winter edition of the CCEA newsletter to focus on the outputs of the 2006 AGM. Dave will contribute an article on the Award Banquet, Sian will write a Letter from the Chair and hopefully all of the AGM presenters will complete their summary articles.

**Action Item 14** *Solicit Newsletter articles from Jurisdictions – (Robert.)*

**End of minutes.**

**Next Teleconference:**

**Thursday December 7<sup>th</sup>, 1pm EST**