

BAY OF FUNDY ECOSYSTEM PARTNERSHIP (BOFEP)
*** ANNUAL GENERAL MEETING ***
Fundy National Park, Alma, New Brunswick
Thursday, April 24th
from 10:00 am to 3:30 pm

Participants: **Graham Daborn**, Acadia Centre for Estuarine Research (Chairperson); **Nancy Roscoe-Huntley**, Acadia Centre for Estuarine Research (Scribe); **Hugh Akagi**, Passamaquoddy First Nation; **Martin Boulerice**, New Brunswick Dept. of Environment and Local Government; **Sean Brilliant**, ACAP Saint John; **Mike Butler**, ACZISC and OMRN; **Maria-Ines Buzeta**, Dept. of Fisheries & Oceans; **Thierry Chopin**, University of New Brunswick, Saint John; **Karen Coombs**, New Brunswick Agriculture, Fisheries and Aquaculture; **Shawn Dalton**, UNB Fredericton; **Peter Ethridge**, Upper Bay of Fundy Biosphere Initiative; **Jack Fife**, DFO Scientist, St. Andrews; **Al Hanson**, Canadian Wildlife Service, Environment Canada; **Justin Huston**, Nova Scotia Department of Agriculture and Fisheries; **Marianne Janowicz**, NB Dept. of Environment and Local Government; **Barry Jones**, NGO, (Treasurer); **Claudette LeBlanc**, ACZISC Secretariat; **Art MacKay**, St. Croix Estuary Project; **Kyle MacKenzie**, C-CAIRN; **Jon Percy**, BoFEP; **Angela Martin**, Huntsman Marine Science Centre; **David Mossman**, Mt. Allison University; **Jeff Ollerhead**, Mt. Allison University; **Karen Townsend**, Fundy National Park; **Maxine Westhead**, Dept. of Fisheries and Oceans; **Tim Vickers**, ACAP Saint John; **Renee Wissink**, Fundy National Park; **Thomas Young**, Resource Management Associates.

Regrets: **Dave Duggan**, Dept. of Fisheries and Oceans; **Larry Hildebrand**, Environment Canada; **Patricia Hinch**, NS Dept. of Environment and Labor; **Robert Rangeley**, World Wildlife Fund; **Peter Wells**, Environment Canada

The 2003 AGM was opened with a welcome from Fundy National Park Superintendent, Thierry Boudin.

1. Call to Order

Chair, G. Daborn welcomed members and asked them to fill out the circulating sign up sheet. He noted that a nature interpretative event has been scheduled for some point in the day.

2. Additions to/Acceptance of the agenda

The following additions to the agenda were requested:

13 c) Notice of constitution changes

13 d) Jack Fife requested time for a presentation on his work with zooplankton

13 e) Kyle MacKenzie requested time for a brief update on the C-CAIRN

3. Approval of Minutes of AGM on May 15th, 2002 held at Acadia University

Changes to the minutes included adding the names of Justin Huston and Jeff Ollerhead to the participants list.

Page 4 the word length should read lengthy.

Motion to approve the minutes

Brilliant/Huston.

Motion carried.

4. Business arising from the action items of May 15th, 2002

1. The Strategic Plan had been completed and circulated to the membership. Input was provided and adopted where possible. The ballot system was not used due to logistical problems.

2. The Steering Committee is periodically reviewing inactive work groups. Further action is still required with some of the inactive working groups. It is particularly important to move ahead with the mining working group, as this is an increasingly important issue both NS and NB.

3. Gordon Fader will be invited to speak at one of the upcoming Steering Committee meetings to discuss mining issues in the Bay of Fundy.
4. Revision of the 2002-03 budget and financial statements has been completed and treasurer, B. Jones will present a revised budget under #5 at this meeting.

5. Financial report

Treasurer, B. Jones circulated three separate financial documents.

- 1) A revised 2002-03 financial statement. Barry outlined the historical events that have occurred over the past year in relation to financial matters. He also discussed the issue of 'in-kind' contributions and how members should record them. Members are asked to forward comments or information to him. Graham explained the issues pertaining to the inability of transferring monies to the newly formed BoFEP Inc. from Acadia. He also outlined the formation of BoFEP Inc as the financial entity for the Bay of Fundy Ecosystem Partnership.

Motion to approve the 2002-2003 financial statement *Jones/Brilliant* *Motion carried.*

- 2) A balance sheet showing BoFEP monies, to date, was circulated for information purposes only. Barry circulated copies of the BoFEP Inc. expense claim form and advised that they should be used from this time forward. All completed forms are to be sent to treasurer, B. Jones.

The question of auditing the books was revisited. It was noted that we don't necessarily need to restrict ourselves to professional auditors, according to the Registry of Joint Stock Companies guidelines. However, some funding agencies would probably prefer this. The Steering Committee was charged with finding an auditor for the present fiscal year. Concern for guidelines was discussed in light of there being no present cap on travel or eligible expenses especially for meetings such as the AGM.

It was agreed that the management committee would handle case by case situations as they arise.

There was some discussion about costs of translating BoFEP documents into French. Marianne indicated that she has the capacity to offer some translation services as an in-kind contribution.

- 3) Following the circulation and discussion of the 2003-2004 budget:

Motion to approve the 2003-2004 budget *Jones/Janowicz* *Motion carried.*

6) BoFEP Work Plan

The current 2003-2004 work plan was agreed upon in principle. There will be ongoing issues and discussions that will evolve as the year progresses. Mining issues in the Bay of Fundy is one that will be discussed in the near future. A coordinator for BoFEP will also need to be discussed and a decision made in the near future.

7) Update on BoFEP Working Group Activities

Corophium (P. Wells)

The Corophium Working Group will be meeting mid May. Work is proceeding on the review and the papers coming from the research supported since 1999. Mike Brylinsky may be able to report on his study; work is ongoing. The Corophium bibliography is being used by the group as a research and writing tool, and will be published as part of the review paper.

Nitrification of Coastal Waters (T. Chopin)

T. Chopin discussed an upcoming working group meeting that will be taking place at UNBSJ later in the year.

Ecotourism (T. Young)

T. Young provided an update on two projects in progress. Sheri Faulkner-Jackson, a master's student at Simon Fraser University, is working on a project to develop a sustainable ecotourism model.

Secondly, Tom provided details of the upcoming Ecotourism workshop planned for May 8 – 9 at Acadia University in Wolfville.

Defining Stress and Cumulative Effects (M. Burt and P. Wells)

A grad student has been working on Hg, parasites, and hormonal interactions, but the status is uncertain at this time.

Salt Marsh and Restricted Tidal Systems (J. Ollerhead/J. Harvey)

J. Ollerhead updated members on the audit this group has been involved with over the past several years. They are looking at salt marsh restoration projects in New Brunswick. The group is trying to find sources of funding. He outlined a meeting that will be held on April 26th in Moncton, sponsored by C-CAIRN. A workshop had been held at the end of March with financial support from BoFEP. Graduate student Tony Bowron is working with the group.

Sedimentation (D. Mossman)

David reported that this group never really got off the ground and now that he is retiring, perhaps this group should be integrated with another working group such as the SMARTS group.

Fish Migration (J. Gibson)

R. Bradford had to resign as chair of this group and J. Gibson has agreed to serve as chair but has not yet had an opportunity to get the group together.

Resource Development (Peter Fenety)

It was agreed that this group should be kept activated. There are mining issues in the Bay of Fundy that are of concern. Gordon Fader will be invited to the next BoFEP Steering Committee meeting. Tim Milligan's name has also been suggested as someone who might be interested in this group. Arthur Bull will be contacted to determine if he knows of individuals who might be interested in reactivating this working group. The Steering Committee was asked to consider holding a one day mini workshop to consider mining issues in and around the Bay - possibly in conjunction with the MRC.

Toxic Chemicals (P. Wells)

There has been no activity yet as a group. Peter noted that he and Jon have been working on compiling papers, reports and other information for a new fact sheet by he and Jon, the SOME (state of the marine environment) as well as reports on Minas Basin and the Bay of Fundy (as part of the larger GOM report).

Marine Protected Areas (M-I Buzeta)

This group has been renamed to: "Sublittoral Ecology and Habitat Conservation Working Group". They are planning to submit new terms of reference and are planning a meeting in late summer in St. Andrews. As indicated in the 2003-2004 work plan, this group will be identifying sensitive areas and the initiation of a focused project. The question of available funds and guidelines, through BoFEP, was discussed.

Communications and Web Site (J. Percy)

Jon is currently developing a strategy for the various duties he performs as the communications working group. He is hoping to have some of the Fundy Issues translated into 1st Nations language. Jon noted he has had computer problems and has not been able to update the web page but noted it is still functioning. The image library is ongoing and if anyone has slides to donate they are asked to send them directly to him or to the Secretariat at ACER, where they will be housed. It was noted that the Government of NB Website has a lot of Fundy images. Sean Brilliant indicated a willingness to help out with placing a BoFEP information kiosk in the Saint John area.

Integrated Coastal Management (M. Janowicz)

Nothing to report at this time.

Zooplankton (Jack Fife)

Jack Fife presented information on the work he has been doing on zooplankton.

Minas Basin Working Group (Mike Brylinsky)

J. Huston reported on behalf of this working group. This is a very busy group. They have been developing and working on strategic and work plans for the group and the information is now posted on the BoFEP Web Site. The action workshops have now been completed and two reports have been produced. They are in the process of determining the next steps and hope to hire a full-time coordinator if funding can be found. DFO has indicated they are willing to provide \$20,000 in funding and it is hoped other matching funds can be found. Publications are available at the Acadia Centre for Estuarine Research, including the Salmon River Pilot Project. Discussions are ongoing about putting reports on CD reducing costs. Thanks to Peter Wells for helping with the mailings of the proceedings, which are now done. Congratulations to all concerned for a job well done. There are some big tasks ahead - the one or two workshops we have promised - the Coastal Forum, and the Windsor causeway evaluation.

The Integrated Fisheries Management Proposal is still ongoing. B. Jones, G. Travis, G. Daborn have put together and presented a pilot project for the Upper Bay of Fundy to the Minister of Fisheries. Following a letter to G. Travis, this committee has met once with T. Surette and other fisheries representatives to determine further action, if possible. If this pilot plan can be clarified and put in place this may become another working group depending on upcoming developments.

Marine Environmental Quality (Maxine Westhead)

This is a new group in the early stages of attempting to get something working.

9. Steering and Management Committees (Graham Daborn)

Graham reported on the activities during the past year for both the Steering and Management Committees. There have been 5 management meetings, four of which were conference calls. The Steering Committee has met four times – twice in Nova Scotia and twice in New Brunswick. Both committees continue to work well together and have a good interface between the working groups and BoFEP.

10. 2002 Bay of Fundy Science Workshop (P. Wells)

The 5th Fundy Science Workshop Proceedings are all done. Jon and Graham have read them for minor editing. Left is the Coastal Forum section in final form, and the indexes, which Susan Rolston is getting a head start on. We now anticipate completion by mid May. Peter apologizes for the delay, but several rather large reports/papers/theses have all come together in his schedule. Money is still available for printing. The Fundy background paper is on the EPA web site, as well as in press also with the Mar. Pollut. Bull, revised, for Oct. 2003 issue.

Fact Sheet #23 is in press but was not available for the AGM. The cost is now \$1400 Can for 1500 copies.

11. 2004 Bay of Fundy Science Workshop (J. Percy & N. Roscoe-Huntley)

Jon provided an update on the historical significance of the area and provided other information about the 2004 workshop. The dates for the 2004 Bay of Fundy Science Workshop are from September 29th to October 2nd, 2004. The general theme is 1604- 2105 – Five Centuries of Change in the Bay of Fundy. Jon has agreed to chair the Program Committee and Nancy and Jon are jointly chairing the Local Program Committee. An education committee has also been formed, chaired by Jon Percy. Information will be forthcoming. Members will be kept informed on a regular basis. We all need to start aggressively advertising the 6th Fundy workshop and help Jon in any way possible. There are a lot of competing meetings in 2004, 3 in October in the region, so this is very important.

12. Gulf of Maine Summit Process

Peter noted that during the GOMCME meeting in June 2003 we should have a display, poster, and publications well represented at this meeting in Hyannis Port MA, for visibility of what we are doing

in the northern Gulf. There were important discussions at this meeting on how GOMC, GPAC, BoFEP and possibly others will interact to get the process moving along smoothly for the 2004 Summit conference. Hence, the importance of the MB WG contribution. Barry also discussed the Gulf of Maine Summit Process which is scheduled to be held from Oct. 26-28, 2004 in St. Andrew's, New Brunswick. The development of the State of the Gulf report is an ongoing process. BoFEP has submitted an application for funding to support a coordinator for the summit process.

13. Other business

- a) 2006 Workshop at the Huntsman Marine Science Centre in St. Andrews, NB. This is simply a notice that it has been agreed that the next workshop will take place in St. Andrews and someone should be starting to think about it.
- b) Biosphere Initiative
Renee Wissink provided introductory remarks and detailed the evolutionary background of the Biosphere Reserve. He outlined some of the spin offs for ecotourism groups and the proposed geographic area. Following a presentation by Peter Ethridge and a lengthy discussion a motion was put forth by Renee Wissink:
The Upper Bay of Fundy Biosphere Reserve is adopted by BoFEP as a working group.
Seconded by Tom Young.
The number of recorded votes was:
 Agree – 10
 Contrary – 8
 Abstentions - 8
Motion carried.
Peter Ethridge agreed to be chair of this working group.
- c) Notice of Changes to the BoFEP constitution
Before the next upcoming AGM changes for the constitution will be reviewed and put forward at that time. Anyone with changes or suggestions should contact Barry Jones or Jon Percy.
- d) Jack Fife, Chair of the Zooplankton Working Group presented information on the work he has been doing over the past several years.
- e) Kyle MacKenzie, C-CAIRN spoke briefly on the CCAF and the terms of reference for proposals and funding potential.

14. Nominations and Election of the Steering Committee

Mike Butler, chair of the nomination committee moved the adoption of the slate of officers circulated for acceptance. Twenty two members have agreed to remain on the Steering Committee and were contacted prior to this meeting.

Seconded by J. Huston. Motion carried.

The remaining two seats were opened to the floor for nomination.

Tim Vickers and Arthur Bull's name were put forward for nomination and were accepted.

All twenty-four seats have been filled and have been declared elected for 2003/2004.

The following is the list of the 24 elected steering committee members for 2003/2004:

Graham Daborn	Peter Wells
Barry Jones	Nancy Roscoe-Huntley
Steve Hawboldt	Thierry Chopin
Renee Wissink	Jon Percy
Larry Hildebrand	David Duggan
Marianne Janowicz	Mike Butler
Pat Hinch	Arthur Bull
Karen Coombs	John Roff

Bob Rangely
Hugh Akagi
Art McKay
Jamie Smith

Justin Houston
Alison Evans
Al Hanson
Tim Vicker

15. Date and location for the next AGM

The next AGM will be held at the Annapolis Conference Centre, Annapolis Royal, NS on September 30, at a time to be decided at a later date.

16) Adjournment

Motion to adjourn made by T. Young at 3:10pm.

The newly elected Steering Committee met immediately following adjournment of the AGM and elected the following management committee:

Moved by M. Butler to nominate G. Daborn as chair, seconded by B. Jones. Motion carried.

Moved by M. Butler to nominate P. Wells as vice chair, seconded by Renee Wissink

Moved by M. Janowicz to nominate B. Jones as treasurer; seconded by Renee Wissink

Moved by M. Butler to nominate N. Roscoe-Huntley as secretary, seconded by Justin Huston

The three members at large elected to the management committee are:

Jon Percy nominated by B. Jones, seconded by M. Butler;

Karen Coombs nominated by M. Janowicz; seconded by M. Butler

Tim Vickers nominated by B. Jones; seconded by M. Butler.

The next suggested meeting date for the Steering Committee is June 19, 2003.

Adjournment was moved by B. Jones, seconded by T. Vickers.

ACTION ITEMS

From the Bay of Fundy Ecosystem Partnership
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2. Gordon Fader will be invited to speak at one of the upcoming Steering Committee meetings to discuss mining issues in the Bay of Fundy.
3. The Steering Committee was charged with finding an auditor for the present fiscal year.
4. The Steering Committee was asked to consider holding a one day mini workshop to consider mining issues in and around the Bay - possibly in conjunction with the MRC.

The Huntsman Marine Science Centre in St. Andrews, NB will be the location for the 2006 Workshop. Someone from the Centre should begin to make initial plans soon.