CCEA Executive Evening Meeting  
Tuesday 19:30 – 22:30, Nov. 2

Participants:
David MacKinnon  Jacques Perron
Robert Helie      Mark Richardson
Yvonne Beaubien   Karen Beazley
John Vandall

• There aren’t any minutes for this meeting as the discussions were focused on planning the AGM successfully and informing the agendas of the executive breakfast meeting and discussions during the data day.

CCEA Executive Breakfast  
Friday 7:00 – 8:30, Nov. 5

Present:
David MacKinnon       Karen Beazley
Yvonne Beaubien       John Vandall
Mark Richardson

Regrets:
Robert Helie          Jacques Perron

Draft CCEA Workplan for 2010 to 2011
• The CCEA Board met during the morning for an executive breakfast meeting. The focus of this meeting was to finalize a work plan with project leads for the next fiscal year and to settle on nominations for the Board and Directors.

Project Work Plan

a) IUCN Guidebook

Motion: A TOR for the 1st draft of the updated book will be drafted by a Contract. 1st Jacques, 2nd David, Passed.

b) Sub-Surface Rights Discussion

• John Vandall will be the Project Lead.
A cross-canada survey will be designed and distributed to all CCEA jurisdictions. The purpose of the survey will be to examine the sub-surface rights situation in each jurisdiction, how sub-surface rights are dealt with by their various jurisdictions and what mechanisms have been used to extinguish sub-surface rights. Threats to excise these rights. Recommendations on which jurisdiction to go in. Talk to mining/exploitation groups.

**Action Item: John Vandall**
- John will write a project soping document and a TOR for this project to be approved by the Board.

**c) Private Lands Tracking System**
- The CARTS team will be the Project Lead and draft a scoping document.
- A possible purpose of this database could be to track what needs to be removed ie land rights, allowing areas to move from "other conservation areas" into CARTS.

**d) Management Effectiveness**
- Marc Johnson will be the Project Lead and draft a scoping document.

**e) Climate Change Next Steps**
- Chris Lemieux will lead this project and provide a next steps document as a follow-up

### CCEA Annual General Meeting
**November 5, 2010**
**Ottawa, ON**

1. **CCEA Financial Review**
   - John Vandall presented this year’s financial report to the CCEA Board and assembled participants of this years CCEA AGM.
   - See attached document detailing this report.

   **Motion:** To accept the book keepers report and to hire Joan Mills for 2010/11: Mark Richardson 1st, Robert Helie 2nd, Passed

2. **CCEA Board Elections**
   - John Vandall will be stepping down from the CCEA as a Director and Treasurer; he has agreed to stay on as an associate-director.
   - Yvonne Beaubien has agreed to be appointed by the CCEA Board to be the new CCEA Treasurer.
• Current Board members Karen Beazley and Jacques Perron terms are up this year, they have volunteered to renew their positions for an additional 3 years and the assembled participants approved.
• David MacKinnon nominated Chris Lemieux to become a new CCEA Director.

**Motion:** To renew the Director Positions of Karen Beazley and Jacques Perron.  
John Vandall 1st, Robert Helie 2nd, Passed

**Motion:** To elect Chris Lemieux to the CCEA Board as a Director for a term of 3 years.  
John Vandall 1st, Robert Helie 2nd, Passed

**Motion:** To Approve this years current CCEA Executive as:  
Chair David MacKinnon  
Co-chair Robert Helie  
Treasurer Yvonne Beaubien  
Secretariat Mark Richardson  
Yvonne Beaubien 1st, Jacques Perron 2nd, Passed

**Motion:** The CCEA Board will appoint an additional Director position this fiscal year.  
John Vandall 1st, Jacques Perron 2nd, Passed