

**Conference of Management Authorities (CMA)
Meeting Minutes
January 10 – 11, 2012
Tree of Peace Friendship Centre, Yellowknife**

Representatives	Name of Representative
Wildlife Management Advisory Council (NWT) (WMAC (NWT))	Larry Carpenter
	Frank Pokiak
	Rob Gau
Gwich'in Renewable Resources Board (GRRB)	Amy Thompson
	Eugene Pascal
	Charlie Snowshoe
Wek'èezhìi Renewable Resources Board (WRRB)	Jody Snortland Pellissey
	Grant Pryznyk
Tł'chǫ Government	Marjorie Matheson-Maund (Day 2)
Government of the Northwest Territories (GNWT)	Ray Case
	Lynda Yonge
Government of Canada (Environment Canada)	Bruce MacDonald
Invited Participants	
Dehcho First Nations (DFN)	Misty Ireland (Day 1)
Species at Risk Committee (SARC), Chairperson	James Firth
Species at Risk Secretariat	
	Joanna Wilson
	Michelle Henderson
Presenters	
	Vanessa Charlwood, Environment Canada
	Jennie Rausch, Yellowknife District Girl Guides of Canada
Regrets	
Sahtu Renewable Resources Board	Walter Bezha
Tł'chǫ Government	John B. Zoe
Northwest Territory Métis Nation	Arthur Beck

An optional orientation and refresher session was held January 10th, 8:30-9:30 am.

Day 1: January 10, 2012 9:30am – 4:30pm

[Meeting convenes: 9:30am]

1. Opening Prayer (*led by Grant Pryznyk*)
2. Introductions (*led by Grant Pryznyk*)
3. Agenda (*led by Grant Pryznyk*)
Decision: Consensus to approve the agenda with no changes.
4. Minutes from November 2011 conference call (*led by Grant Pryznyk*)

Decision: Consensus to approve November 2011 meeting minutes with no changes.

5. Review of action items from November 2011 conference call (*led by Michelle Henderson, Secretariat*)
6. CMA decisions made since last meeting (*led by Michelle Henderson, Secretariat*)
 - No decisions made since last meeting. No letters sent or received.
7. GNWT update

The Department of Environment and Natural Resources (ENR) reports on actions undertaken at each CMA meeting:

 - ENR has received annual reports from SARC and CMA;
 - Annual reports were tabled in the legislature in December and will be made public this week via website;
 - Annual reports will be mailed out this week.
8. Lessons Learned: CMA Chairperson and Alternate Chairperson (*led by Grant Pryznyk*)

Summary of lessons learned from the Chairperson and Alternate Chairperson in preparation for new 2-year appointments in June 2012.

 - Chairperson and Alternate Chairperson terms are expiring in June 2012 after 2-years.
9. Selection of Chairperson and Alternate Chairperson

Discussion of process for selection of new CMA Chairperson and Alternate Chairperson and nomination/selection of individuals

 - Action: Rob Gau to solicit names of potential Chair/Alternate Chair prior to June face-to-face meeting.
 - No nominations were made at this time.
10. Learning Session: Difference between Federal Species at Risk Act and Species at Risk (NWT) Act (*Led by Vanessa Charlwood and Rob Gau*)
 - *Vanessa gave a presentation on the Species at Risk Act. Rob gave a presentation on the Species at Risk (NWT) Act and how it differs from the federal legislation.*
 - Action: GNWT to look into Government of Canada's role under Species at Risk (NWT) Act (i.e., consultations on listing, sitting on species-specific Conference, which agency would attend for Canada in which instance)
11. Workshop: Management Plans & Recovery Strategies (*led by Joanna Wilson*)

Joanna gave an overview of Management Plans and Recovery Strategies under the Species at Risk (NWT) Act. CMA is in the process of developing Guidelines for Management Plans and Recovery Strategies. There were breakout groups and discussion on what the overall approach and guiding principles should be.

 - Concern that all communities should be represented at the table for this discussion
 - Each organization decides internally who they will send to CMA meetings. Groups without settled land claims are represented by GNWT and have a standing invitation to participate in CMA meetings.

Groups without settled land claims receive all meeting minutes and have an opportunity to comment on meeting proceedings.

- Agreement that a standard template for management plans and recovery strategies should be created.

[Adjourn: 4:35pm]

Day 2 – January 11, 2012 9:00am – 5:00pm

[Meeting convenes: 9:15am]

11. Workshop: Management Plans & Recovery Strategies (led by Joanna Wilson)
(continued):

There was discussion on what processes the Management Authorities must go through before they can accept a management plan or recovery strategy. There were breakout groups and discussion on what information should be considered in preparing a plan or strategy, and on what the content should be.

- Action: Secretariat to summarize and circulate notes from workshop on management plans and recovery strategies.
- Action: Secretariat to seek input from absent groups on their process to prepare for accepting a management plan or recovery strategy.
- Action: Secretariat to circulate revised draft Guidelines for Management Plans and Recovery Strategies and draft detailed template for review and approval at June face-to-face meeting.

12. Species at Risk Stewardship Program Success Story (led by Jennie Rausch)
Presentation by Jennie Rausch from the Yellowknife District Girl Guides about her Stewardship project in the 2010-11 project year.

13. Species at Risk Stewardship Program update (led by Michelle Henderson)
Update from subcommittee on progress since November.

- The 2012-13 call for proposals opens 15 January; proposals are due 1 March.

14. NWT Species at Risk website overview (led by Michelle Henderson)
Secretariat gave a 'virtual tour' of the NWT Species at Risk Website, including tour of CMA intranet site.

- Action: Secretariat to email CMA login information for CMA intranet site.

15. Secretariat Lessons Learned (led by Joanna Wilson and Michelle Henderson)
Review of challenges and lessons learned since Species at Risk (NWT) Act came into force in 2010.

- Action: Secretariat to put together a CMA orientation binder for new representatives and participants.

16. CMA Rules of Conduct (led by Joanna Wilson)
Review and discussion of potential changes to the CMA Rules of Conduct and Operating Procedures.

- Action: Larry Carpenter to forward possible criteria that might be necessary for coming to consensus on listing species.
- Action: Secretariat to look into honoraria guidelines for CMA representatives and report back to CMA at June face-to-face.
- Action: Secretariat to add a table of contents to the CMA Rules of Conduct and Operating Procedures.
- Decision: Where the CMA has previously approved observer/participant invitations for multiple meetings, these invitations do not need to be issued separately for every meeting. The Chairperson may issue the invitation for multiple meetings.
- Decision: The CMA approves a standing invitation for each Management Authority to bring one resource/technical staff person to CMA meetings at the 'observer' level. Management Authorities are responsible for informing any such observers of proper conduct prior to attending a meeting. Management Authorities are responsible for informing the Secretariat and Chairperson of observer names prior to meeting.
- Action: Secretariat to make requested revisions to document by January 31, 2012 for comments by February 15, 2012.

17. CMA work plan (led by Michelle Henderson)

Review of changes in revised CMA work plan

- SARC's first assessment meeting is November 2012;
- CMA should expect to receive species assessments for Boreal Woodland Caribou, Peary Caribou, Polar Bear, and Hairy Northern Rockcress at December 2012 conference call;
- CMA will have 60 days to request clarification from SARC and/or discuss the assessment before meeting with CMA;
- CMA's first listing meeting will be in one year (February 2013).

Decision: Consensus to approve work plan with no changes.

18. Referral of species for status assessment (led by Joanna Wilson)

Discussion of species to be referred to the Species at Risk Committee (SARC) for assessment.

Decision: CMA will not be referring any species to SARC for prioritization at this time.

19. Next steps and action items (led by Grant Pryznyk)

*Future meetings: *Note: some dates have changed*

- June 5 – 6, 2012 in Norman Wells
- February 5 -6, 2013 in Yellowknife
- June 4 – 5, 2013 in Inuvik
- January 14 – 15, 2014 in Yellowknife
- June 3 – 4, 2014 in Hay River
- January 13 - 14, 2015 in Yellowknife
- June 10 – 11, 2015 in Fort Simpson

20. Closing Prayer

[Adjourn: 4:35pm]

Approved by CMA June 4, 2012

Bring forward items:

Review and approval of guidelines and templates for management plans and recovery strategies (June 2012)

Review and approval of CMA annual report for 2011-2012 (June 2012)

Approval of SARC's 2013-2017 species assessment schedule (June 2012)