Canadian Association for Underwater Science

Annual General Meeting

November 24, 2021

0930 – 1330 (Pacific time)

Via Zoom online conference

Minutes[[1]](#footnote-1)

This meeting is being recorded. Audio file available on request.

1. Opening of the 2021 CAUS AGM. (Chair: Jeremy Heywood)

Meeting opened at: 09:35 PST

In attendance (Executive Committee members in **bold)**:

1. **Jeremy Heywood** (Vancouver Aquarium)
2. **Rich Moccia (U of Guelph)**
3. **Bruce Hatcher (Cape Breton U)**
4. Marie-Pierre Lessard (Quebec Aquarium)
5. Gary Saunders (U New Brunswick)
6. **Isabelle Cote** (Simon Fraser U)
7. Barbara Battcock (Memorial U)
8. Bruno Courtemanche (Bishops U)
9. John Lindley (Dalhousie U)
10. Kevin Swoboda (Nicholas Sonntag Marine Education Centre)
11. Louis-Georges Esquilat (Explos-Nature)
12. Claire Godwin (Huntsman Marine Lab)
13. Francois Hazel (Enviro-Mer)
14. Wayne Jacob (Hakai Institute)
15. Marc Brandson (Assiniboine Park Zoo)
16. Nigel Waltho (Carleton U)
17. **Sherri Ferguson** (non-voting CSA Liaison, Simon Fraser U)
18. **Paul Boissinot** (Montreal Biodome)
19. Simon Truel-Perreault (Montreal Biodome) – joined at 1000h.
20. Siobhan Gray(Bamfield Marine Station) – joined at 1030h.
21. Katie MacGregor (DSO Laval Univ) – joined at 1100h.

Guests:

* Michele Doucet (Vet College, U of Montreal)
1. Verification of quorum (25% of current members required = 7)

Number of voting members present: 17 rising to 20

Quorum verified? Yes

1. President’s note 1: Due to the COVID-19 pandemic, the AGM planned for 2020 to be hosted by Assiniboine Park Zoo was cancelled.
2. Motion: Adoption of the Agenda.

Motion by: PB

Seconded by: SF

In favour: All Not in favour: None

1. Short 30 second self-introduction of attendees.
2. Introduction of the Executive Committee.

Executive Committee members and terms:

|  |  |  |  |
| --- | --- | --- | --- |
| **Member** | **Office** | **Elected** | **Term Expires (Terms are three years)** |
| Jeremy Heywood | President | 2019 AGM | 2022 AGM |
| Jeremy Heywood | Treasurer | 2017 online | 2020 AGM |
| Paul Boissinot | Executive in Charge of French Translation | 2019 AGM | 2022 AGM |
| Isabelle Côté | Executive-at-Large | 2019 AGM | 2022 AGM |
| Rich Moccia  | Executive-at-Large | 2019 AGM | 2022 AGM |
| Richard Savignac | Executive-at-Large | 2017 online | 2020 AGM |
| Victoria Burdett-Coutts | Secretary (elected by online poll April 16, 2019) | 2019 online | 2022 AGM |
| Katie McGregor | Executive-at-Large | 2017 online | 2020 AGM |
| Bruce Hatcher | Executive-at-Large | 2019 AGM (see below) | 2022 AGM |
| Sherri Ferguson | CSA Liaison (non-voting) | 2019 AGM (see below) | 2022 AGM |

Motion: Invite Katie McGregor to continue as Executive-at-Large

Motion by: GS

Seconded by: JL

In favour: All Not in favour: None

Motion: Invite Jeremy Heywood to continue as Treasurer

Motion by: RM

Seconded by: BH

In favour: All Not in favour: None

President’s note 2: Richard Savignac’s term on the Executive Committee expired in 2020. CAUS thanks Richard for his years of service.

Motion: Invite Nigel Waltho to serve as Executive-at-Large

Motion by: GS

Seconded by: RM

In favour: All Not in favour: None

1. President’s Report:
	* Hope all are doing well as we start to emerge from COVID-19 pandemic.
	* CAUS activities have been ‘hibernating,’ and hope to get things rolling again as we exit the pandemic.
	* Update re: Vancouver Aquarium status and owners.
	* Lots of action on the international Standard front.
	* Priority to get CAUS scholarship going.
	* In-person meeting for 2022 – thanks Marc at Assiniboine Park Zoo.
	* Thanks to all for continued support of CAUS.
2. Welcome new CAUS members: Nicholas Sonntag Marine Education Centre, Gibsons, BC, Bishops University Sherbrooke, QC and Carleton University, Ottawa, ON. (Joined in 2019/2020.)
3. Motion: Adoption of the minutes of the 2019 CAUS AGM, which took place on October 10, 2019, in-person in Vancouver BC and by Zoom online conference. (Minutes attached.)

Motion by: BH

Seconded by: GS

In favour: All Not in favour: None

1. Heywood – 2020 and 2021 Financial Reports attached for review. Note: Membership dues for 2021 were optional to offset member financial hardship due to COVID-19 pandemic. Those still owing 2020 dues:
	* Dalhousie University
	* Enviro-Mer
	* Musée du Fjord

Motion: Adoption of the 2020 and 2021 Financial Reports.

Motion by: GS

Seconded by: BC

In favour: All Not in favour: None

1. Old Business:
	* Heywood – update regarding World Scientific Diving Training Council and ISO working group to develop ISO Standard for scientific diving:
* Aiming for a common, minimum competency requirement
* Good progress being made by ISO committee, CAUS is represented
* ACTION - report to follow from JH
	+ Moccia – CAUS Training Scholarship update:
		- RM has assumed chair of this sub-committee. Has had good input to process and all necessary guidelines and documents are in place. Assessment Committee formed. Ready to put out a call for applications this year. Likely to make 2 awards.
	+ Ferguson will develop a protocol regarding requirements for dive supervisors:
* New standards for occupational SCUBA dive supervisors have been drafted by the CSA committee. SF shares the draft document with members and suggests that CAUS seriously consider this as a model for the CAUS standard.
* GS asks for a workshop on this topic. ACTION - SF offers to convene such a workshop with a focus on risk assessment protocols & procedures.
	+ Action – Burdett-Coutts will develop a framework for reporting near-misses:
* DEFERRED - V B-C not present
	+ Heywood – In process of sorting archival CAUS materials. Send any digital or hard copy materials:
		- Still looking for more material: check your filing cabinets!
	+ Action – Burdett-Coutts to re-activate the CAUS 2 exam sub-committee:
		- DEFERRED - V B-C not present
	+ Action – Burdett-Coutts to establish a technical dive program sub-committee to address the matter:
		- DEFERRED - V B-C not present
	+ Heywood to put CAUS promo slide deck on website.
	+ Heywood has create [Dropbox folder](https://www.dropbox.com/sh/6kkgbpkvrwmso11/AAD2cYsAGcruhU14mhbmTAwZa?dl=0) to initiate collaboration regarding Arctic diving programs.
	+ Action – Burdett-Coutts – Discussion needed to streamline process for stats collection:
		- DEFERRED - V B-C not present
1. New Business
	1. Waltho – Update on status of scientific diving in Ontario:
		* NW submits a PowerPoint presentation focusing on the Ontario OH&S Act Regulation #629/94. Currently, Scientific diving is commercial diving under the Act, which raises many red flags. A working group was formed to propose a change to the regulations that recognizes Scientific diving under the CAUS standard. This initiative is being supported by the commercial and academic sectors, as well as the ON Ministry of Labour. NW Presents a flow chart for a legislative amendment that involves a needs analysis. This is a work in progress, hopes for a positive outcome at this time next year)
	2. Ferguson – Update regarding CSA issues affecting CAUS:
* SF explains the CSA 4-person team rule: a 3-person team is allowed if a formal risk assessment shows the 3-person team dive to be safe for the specific work situation.
* SF has recently received funding to look at the safety of dive computers for occupational or scientific diving and asks for volunteers diving in BC to share their participate in the study.
	1. Waltho – Suggested edits to CAUS Standard:
		+ DEFERRED - NW edits to be reviewed by the Executive Committee first.
	2. McGregor – Update on status of Quebec consortium of scientific diving institutes
		+ KM explained the initiative aims achieve an economy of scale and a continuity of scientific diving across universities & aquariums that have rather small diving units (i.e. below critical mass). At present, two universities are involved and one aquarium. These institutions would remain individual members of the CAUS, but would share project work, divers, training, record-keeping and a Diving Safety Committee.
	3. Round table program update from members:
* BC updates on new project on invasive species.
* L-G E update on diving in Parks Canada areas of Quebec.
* KM update on new projects on Arctic kelps.
1. Motion: Heywood to attend 2022 AAUS AGM and Symposium in March 2022 (Galveston TX, USA) as representative of CAUS and to present post-meeting report to members at 2022 AGM and post on CAUS website.

Motion by: GS

Seconded by: BH

In favour: All Not in favour: None

1. Review of CAUS Member dive statistics.
	* + REVIEW DEFERRED - V B-C not present
	* Action – Please send your stats in to V B-C if not done so already
		+ JH emphasizes that many institutions are delinquent in submission of stats, stat submission is a condition of being a CAUS member in good standing.
	* Action – Burdett-Coutts/Heywood to coordinate on stats that have been submitted.
		+ - DEFERRED - V B-C not present
	* NW suggests that there be a peer-reviewed publication of a metanalysis documenting the safety of record scientific diving. JH to put in contact with AAUS Statistics Chair
2. Date and location for 2022 AGM:

Assiniboine Park Zoo, Winnipeg. Any preferred date ranges?

* MB describes APZ diving program.
* Planning for the CAUS meeting was well advanced prior to the COVID-19 pandemic.
* MB to get hotel room discounts for participants.
* APZ has suitable rooms for seminars and workshops.
* Early October 2022 is preferred date range. Action – JH to send poll to members to select dates.
1. Final remarks from PB.
2. Motion: Adjournment of the 2021 CAUS AGM.

Motion by: GS

Seconded by: PB

In favour: All Not in favour: None

Meeting adjourned at: 12:26 PST

1. Minutes by Bruce Hatcher. [↑](#footnote-ref-1)