

Canadian Association for Underwater Science
Annual General Meeting
October 26, 2022
0900 – 1200 (Pacific time)
Zoom online conference ([link](#))



Minutes

This meeting is being recorded.

1. Opening of the 2022 CAUS AGM. (Chair: Jeremy Heywood)

Note regarding the Chair making motions: Examination of *Roberts Rules of Order* indicates that if the Chair is a member of the body that is meeting (as the Chair is in this case), the Chair can make motions and participate in votes. Accordingly, the Chair has made a number of motions in this agenda with the goal of advancing CAUS business. However, the Chair will not vote on any of these motions, unless there is a tie vote.

2. Meeting opened at: 09:05 Pacific time

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

1. **Jeremy Heywood** (Vancouver Aquarium)
2. **Victoria Burdett-Coutts** (Dynamic Ocean, U Victoria)
3. **Nigel Waltho** (Carlton U)
4. **Paul Boissinot** (Montreal Biodome)
5. Francois Hazel (Enviro-Mer)
6. **Rich Moccia** (U of Guelph)
7. **Isabelle Cote** (Simon Fraser U)
8. Wayne Jacob (Hakai Institute)
9. Charlie Wentholt (Explos Nature)
10. **Bruce Hatcher** (Cape Breton U)
11. Claire Goodwin (HMSC)
12. Bruno Courtemanche (Bishop's U)
13. Gary Saunders (U New Brunswick)
14. Siobhan Gray (Bamfield Marine Science Centre)
15. Barbara Battcock (Memorial U) joined at 09:30
16. Sherri Ferguson ((non-voting CSA Liaison, Simon Fraser U) joined at 10:00

Guests:

- Claire Attridge (Simon Fraser U, CAUS scholarship recipient) joined at 9:45
- Guillaume Brunelli (Explos Nature)
- Sandrine Vigneron (Explos Nature)
- LaCosta Squires (Dynamic Ocean) – minute taker

3. Verification of quorum (25% of current members required = 7 of 28).

Number of voting members present at opening of meeting: 16

Quorum verified: Yes

4. Motion: Adoption of the 2022 CAUS AGM Agenda.

Motion by: Heywood Seconded by: Courtemanche
In favour: All Not in favour: None

5. Motion: Adoption of the 2021 CAUS AGM Minutes, which took place on November 24, 2021.

Motion by: Heywood Seconded by: Cote
In favour: All Not in favour: None

10. Heywood – 2022 Financial Report attached for review.

Those still owing dues:

- Enviro-Mer (2020)
- Musée du Fjord (2020)

Notes:

- High dues payment compliance in 2022 all paid – thanks!
- Two membership payments from 2021 refunded as forgiveness due to Covid.
- Realized losses in 2022 due to Heywood non-attendance at both AAUS Symposium (illness) and CAUS AGM (cancellation). However, have WestJet credit for full airfare amount (~\$700), and Heywood will discuss possible fee reduction for 2023 AAUS registration to compensate.
- Awarded \$2000 to two CAUS Scholarship recipients.
- Other business services expenses (website, Zoom, DropBox).
- Purchased ISO Standards as reference to support potential future integration of new ISO Scientific Diving Standard into CAUS Standard.

Motion: Adoption of the 2022 Financial Report.

Motion by: Heywood

Seconded by: Burdett-Coutts

In favour: All

Not in favour: None

11. Old Business:

- Heywood – Update on ISO working group to develop ISO Standard for scientific diving.
 - Opportunity to integrate CAUS and ISO and make more internationally relevant
 - Almost ready for review
- CAUS Training Scholarship – Thanks to Moccia and sub-committee for work to get this completed in 2022.
 - Awarded two scholarships: Claire Attridge, Kiara Kattler. See [CAUS website](#) for bios and project descriptions
 - Eligibility and evaluation metrics updated this past year
 - Materials ready to be re-posted at start of 2023
 - Please publicize!
- Suggested edits to CAUS Standard – In 2021 several members made very useful suggestions for edits to the CAUS Standard. However, suggest deferring any changes until ISO Standard is published to allow for potential integration/update to match the new internationally recognized document
 - On hold for now
- Stale initiatives – Discuss feasibility of the following:
 - protocol regarding requirements for dive supervisors – **ACTION:** Jacob, Ferguson and Courtemanche to collaborate
 - framework for reporting near-misses
 - re-activate the CAUS 2 exam sub-committee – **ACTION:** Gray to re-activate
 - technical dive program sub-committee

12. New Business

- Waltho – Update on status of scientific diving in Ontario.
 - Presentation attached
- Heywood/Waltho – Discuss new stats collection method used for 2022 (fillable PDF) and suggest move to online platform such as Google Forms for 2023.
 - **ACTION:** Waltho to move from fillable PDFs to Google Forms for ease of use and increased participation
- Heywood – Discuss creation Statistics Chair position on CAUS Executive Committee. This role would be responsible for collecting, collating and reporting CAUS member dive statistics. Commit to stats reporting for 2023.
 - **ACTION:** Heywood to connect with potential committee members to create position offline

