

**Draft Minutes: OPFA AGM 2007**  
*subject to approval at the 2008 AGM*

**MINUTES**  
**ONTARIO PROFESSIONAL FORESTERS ASSOCIATION**  
**ANNUAL GENERAL MEETING 2007**  
**Deerhurst Resort, Huntsville, ON**  
**April 20, 2007**

**1) Call To Order**

- President David Milton called the meeting to order at 1:00 P.M.

**2) Members and Proxies**

- The President declared that there are 56 Members in attendance and that 36 proxies had been received. As 40 members are a quorum, the meeting was duly constituted.

**3) President's Remarks**

- The President welcomed Members, noted that guests were welcome, though only members might vote. Then, he recognized current and potential public members of Council who embody the public interest perspective and contribute significantly to our efforts on behalf of Members.
- Printed Annual Reports were provided and contained the reports to be considered. OPFA will make one available to any Member requesting one, but reacting to some members encouraging the less expensive electronic route, we will post the report on the website and so advise the membership.
- The President noted that we were behind in posting Council minutes on the website and shortly will have this up to date.
- In 2006, Members voted by mail on by-law changes; more Members participated in the decisions than in previous years and this approach will be used on any changes in 2007.

**4) In Memoriam**

- The President noted Members who had passed away since the last Annual Meeting, then called for a moment of silence in their memory:

Murray Atkinson	James Barron	Harry Graham
Robert Loughlan	John McClelland	

**5) Recognition of New Members:**

- The President asked those in attendance who had joined OPFA since the last AGM, to stand and introduce themselves. Three Members stood and were welcomed by a round of applause. The President asked the new members to accept their professional responsibility to find ways to contributing to the advancement of the professions and its efforts for the public good.

**6) Approval of Minutes of 2006 Annual Meeting**

- Noting that the minutes of the last AGM were in the printed annual report, the President asked for a motion

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**Motion:** Richard Macnaughton/Paul McAllister: that the minutes of the 2006 Annual Meeting be approved as presented.

**Carried**

**7) 2006 Resolutions Update**

- The President reported on the three resolutions passed At the 2006 AGM and subsequently considered by Council:

**Resolution 2006-1**

*Moved: Lloyd Burridge, R.P.F.*

*Seconded: Al Cameron, R.P.F.*

*Whereas the OPFA enabling legislation (Bill 110) contains reference to urban forestry, and Whereas the Canadian Forestry Strategy has as one of its goals, the strengthening of the urban forestry component, and Whereas the urban forestry field is expanding rapidly, and Whereas the OPFA formerly had an urban forestry committee,*

*Be it resolved that Council give consideration to reestablishing the urban forestry committee to explore mutual concerns with the municipal arborist/urban forestry committee of the International Society of Arboriculture (ISA) and other interested parties.*

**Carried Unanimously**

- While it took a bit of time to get moving, Council acted on this matter. The Urban Forestry Committee has been established and the terms of reference and membership of the committee were outlined in the most recent Professional Forester (*March 2007*).

**Resolution 2006-2**

*Moved: Astrid Nielsen, R.P.F.*

*Seconded: Susan Jarvis, R.P.F.*

*Whereas Life Membership is intended to recognize a combination of long membership and retirement from practice, and Whereas some Life Members are finding it attractive or necessary to practice occasionally, putting themselves at risk professionally, and Whereas Candidates (Applicants) who apply for membership are required to provide sponsors who are familiar with their work and can confirm that it was done at a professional level, and Whereas the Registration Committee encounters sponsors who are less familiar with a membership Candidate's work than is desirable, and membership Candidates who are trying to identify suitable sponsors after they have achieved the required 18 months suitable work experience, and Whereas other Provincial regulators of Professional Forestry, with whom we have reciprocal recognition of RPFs, require that the work experience be undertaken as an "articling" period while enrolled in their Association as Forester-in-Training, under the oversight of sponsors,*

*Be it therefore resolved that we ask Council to consider revising the Membership classes and the related requirements, including particularly, but not solely:*

- *Extending the prior long membership requirement for Life Membership,*
- *Recognizing the right of Life Members to practice, if they are meeting continuing competency efforts like other active members (Full, Associate, Non-Resident), and*

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- *Requiring membership in the Provisional class (or a re-named Forester in Training class) while undertaking the required work experience, with sponsors identified upon initial “enrollment” into the Provisional Class.*

**Carried Unanimously**

- Council did consider the matters contained in this resolution and dealt with them in concept. These decisions will be reflected in the next proposed by-law changes:
  - Council agreed with changing the qualifying period for Life membership;
  - They did support the idea of requiring membership at the Provisional level while getting the experience required in the 18 month “articling period”, if it can be characterized this way.
  - Council did not agree with the concept of Life members being able to practice. Such a move would complicate our membership classes. OPFA policy is clear: Life membership is available to Full Members who have chosen to cease practicing Professional Forestry. Those who continue to practice must continue as Full members, with the obligations that are entailed.

**Resolution 2006-3**

*Moved: Richard Macnaughton, R.P.F. Seconded: Mona Wiltshire, R.P.F.*

*Whereas, the Ontario Professional Foresters Association has developed a mandatory reporting process for continuing education (CE) activities; and*

*Whereas, there is a need to demonstrate to the public that professional foresters are maintaining their competency such that the forests of Ontario continue to be managed to the highest possible standards; and*

*Whereas, a new phase in practice competence through an auditing process of Members’ CE records is required;*

*Now therefore be it resolved, that the Council give consideration to: the development of an internal Continuing Education audit program, as a next step in requiring practice competence. This program would be focused on ensuring that OPFA members are maintaining and recording information on training in an appropriate manner. Sufficient detail would be recorded such that if audited, an auditor would be able to determine if a member was maintaining their CE records in a manner that clearly indicates that the CE activity was undertaken by the member and the number of credits associated with each CE activity is properly recorded.*

**Carried** ( 25 For; 3 Opposed; 4 Abstaining)

- This resolution was controversial. While it passed with a significant majority, the concerns raised by some members caused Council to re-think our approach.

As noted in the article in the last (*March*) Professional Forester, Council decided to step back and look more broadly at the obligations we as a profession carry and Council is obliged to pursue. Council struck a Working Group, led by Jim Parker, who has just finishing his term as a public member of Council and was, the previous day awarded the second Honorary Membership in the OPFA.

The Working Group’s report would be a significant item of discussion for members through the coming year.

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**Presentation of the Draft Report - Embracing Our Future: Ensuring Professional Competence of Members of the Ontario Professional Forestry Association.**

To start the year-long discussion , the President asked Jim Parker, supported by Working Group members: Craig Howard and Bob Elliot, to present the draft report, noting that their general conclusions were confirmed again earlier in the week by Council.

The thoughts leading to the Report and the Working Group conclusions were presented.. The Committee reviewed the practices of other regulatory bodies. Programs are underway or in development for almost all professions and recently were made a requirement for the health professions.

The result of the OPFA Working Group's efforts is a set of recommendations with two themes. First, the programs developed should be as positive and useful to members as possible, while being adequate to satisfy an external public that the profession (and Council) is meeting its obligation to ensure member continuing competence in their individual scopes of practice. The second emphasis was on the need for adequate time, encouragement and opportunity for Members to take part in the dialogue about how this objective is met:

- An article has appeared in the Professional Forester and others will.
- The report is being presented at the AGM.
- The Draft report will be posted on the website.
- Comments are welcomed at any time.
- This discussion will be a main item in this fall's regional seminars.
- A report will be made at next year's annual meeting.

Comments and question from the audience were generally supportive and included noting:

- the need to determine one's scope of practice,
- a suggestion that we separate knowledge and skill as parts of competence,
- an observation that non-members expect a level of consistency in different members' practices such as prescriptions for a given woodlot.

**8) Reports:**

- Noting that the reports to the membership were in the printed Annual Report, the President called for motions on each:

**a) President's Report**

**Motion:** Rick Monzon/Paul Poschmann: that the Report of the President be accepted as presented.

**Carried**

**b) Report of Executive Director**

**Motion:** Nicholas Baggs/John Cary: that the Report of the Executive Director be accepted as presented.

**Carried**

**c) Finance**

**i) Report of the Finance Committee**

**Motion:** Robert Burgar/Jack Harrison: that the Report of the Finance Committee be accepted as presented.

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**Carried**

Before moving to the next motion, the President asked the Executive Director to speak briefly to some matters in the financial statements.

Tony drew Members attention to the "Litigious Amount Recoverable" in the Assets listed in the balance sheet. Council debated whether or not to show the amount, since our success in recovery is uncertain. The balance of opinion was that the extent of the expenditures to be recovered should be shown to the members and we should not write off the amount until recovery has been attempted. However, this may overstate our assets to the extent that recovery is unsuccessful.

**ii) Auditors Report**

In discussion of the motion, it was discovered that the printed reports available at the meeting had an error resulting from the printing setup ( The net income was mis- aligned and a figure missing on the Statement of Operations.) Copies of the financials as approved at the Council Meeting were correct and copies were available at the meeting

*Secretary's Note: The annual report posted on the website is correct.*

**Motion:** Robert Burgar/Craig Howard: that we accept the Auditors report for the year ending November 30<sup>th</sup>, 2006.

**Carried**

**iii) Appointment of Association Auditor For The Year Ending November 30<sup>th</sup>, 2007**

**Motion:** Greg Pawson/Lloyd Burrige: that the firm of Caldana Girardi be appointed as Auditor for the Association for the year ending November 30<sup>th</sup>, 2007"

**Carried**

*Secretary's note: The firm Caldana Girardi has been closed. As he was the responsible partner, we have continued to use Ed Girardi, C.A. meeting the spirit of the Motion.*

**9) Committee Reports:**

- Noting that the Committee reports on activities in 2005/6 fiscal year were printed, the President asked whether those present were willing to consider them "en bloc".

**Motion:** Richard Macnaughton/Craig Howard: that the Committee Reports be accepted as presented.

**Carried**

- a) **Registration Committee**
- b) **Recognition and Awards**
- c) **Canadian Forestry Accreditation Board (CFAB)**
- d) **Website**

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**e) Continuing Education**

**10) Ratification of Actions of Council**

**Motion:** Lorne Riley/John Cary: that all acts, contracts, By-laws, proceedings, appointments, elections and payments enacted, made, done and taken by the Council and officers of the Association since the last Annual meeting of the Association to the date hereof, as the same are set out or referred to in the minutes of the Council, or in the financial statements submitted to this meeting, be and the same are hereby ratified, approved, sanctioned and confirmed”

**Carried**

**11) Fee Schedule 2007/2008**

**Motion:** Susan Jarvis/Peter Nitschke: “that the Current Fee Schedule as fixed by Council and approved at the Annual Meeting in 2004, be ratified for the next year.”

**Carried**

- Following the Vote, the President noted that this will mean a fourth year without an increase. While offsets are being found and inflation is low, costs still escalate as programs are developed. Members suggested that the Fee Schedule be included in future Annual Reports.

**12) Resolutions**

- The President called upon Craig Howard and Bill Hubbert who had been designated by the Annual Conference Committee to collect Resolutions in writing. They presented the 6 resolutions received.

**Resolution 2007-1**

Moved: John Cary, R.P.F.

Seconded: Rick Monzon, R.P.F.

Whereas the Act includes the public interest as part of its principal object, &  
Whereas the Association must act on this as a matter of law, &  
Whereas currently the public views environmental values as paramount, the Association must capture the opportunity to act and advocate publicly for improved practice and planning,

Be it resolved that Council give consideration to immediately increasing its role in advocating for good forestry practices by identifying public issues and developing statements which represent positions of Ontario Professional Foresters.

**Carried**

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**Resolution 2007-2**

Moved: Lloyd Burridge, R.P.F.

Seconded: John Cary, R.P.F.

Whereas the OPFA has included an urban forestry component as part of the 50<sup>th</sup> annual conference "Value the Past; Embrace the Future" and;

Whereas the Canadian Forestry Association declares each year a Forest Capital of Canada and;

Whereas the CFA this year has recognized the importance of urban forestry and;

Whereas the CFA has for the first time designated a major urban city in southern Ontario, Oakville, as the 2007 Forest Capital of Canada for Oakville's "shining example of a municipality that pays attention to the planning & management of urban forests & natural resources",

Therefore be it resolved that Council give consideration to the President of the OPFA, David Milton sending congratulatory letters on behalf of OPFA to:

1 – The Mayor of Oakville, Ontario: Rob Burton,

2 – The Chair (Mr. Barry Waito) & General Manager (Mr. David Lemkay) of the Canadian Forestry Association,

3 – Mr. John McNeil R.P.F., Manager of Forestry & Cemeteries, Oakville, &

Communicate this congratulations to the widest possible audience.

**Carried**

**Resolution 2007-3**

Moved: John Cary, R.P.F.

Seconded: Lorne Riley, R.P.F.

Whereas the association needs to improve the frequency of communication to members,

- save costs of mailing,
- continually update & improve the member knowledge of the activity that council engages in,
- request member support & role in initiatives promptly,
- get immediate feedback by members electronically,

Be it resolved that Council give consideration to starting the transition of the Newsletter from hard copy into an electronic medium by November 30<sup>th</sup>, 2007.

**Carried**

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**Resolution 2007-4**

Moved: Doris Krahn, R.P.F.

Seconded: Kevin Reese, R.P.F.

Whereas

- there are growing pressures on the forest in the settled landscape of southern Ontario;
- there is an expectation that RPFs will conduct good forestry practices;
- the OPFA is interested in maintaining and growing public confidence in professional forestry by RPFs and RPF credibility;
- there is limited opportunity for continued education and training for forest professionals about good forestry practices specific to the forests of southern Ontario;
- there is an increase in formal and anecdotal complaints over the past several years about RPFs complying with good forestry practices in southern Ontario forests;
- there is a growing need for a common professional understanding of good forestry practices in southern Ontario;

Be it resolved that Council give consideration to

1. embarking on a process to further clarify and communicate the definition of “good forestry practices” for southern Ontario; and
2. establish & maintain a committee (similar to the model of the recently established Urban Forestry Committee) focused on issues related to the practices of forestry in the rural settled landscape of southern Ontario.

**Carried**

**Resolution 2007-5**

Moved: John Cary, R.P.F.

Seconded: Bob Elliott, R.P.F.

Whereas advocating in the public interest is inherently part of our legislation

- increasing the Association’s public profile
- capturing the public’s current belief that environmental values are paramount

Be it resolved that Council give consideration to making public statements immediately on the following matters:

- climate change,
- the situation in Northern Ontario,
- supporting the government’s new initiatives on forestry in Southern Ontario,
- supporting the values of urban forests.

**Carried**

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**Resolution 2007-6**

Moved: Bob Elliott, R.P.F.

Seconded: Herb Bax, R.P.F.

Whereas the Honourable David Ramsay was unable to attend this Annual conference and hear directly the view of OPFA members

Be it resolved that Council give consideration to expressing the thanks of OPFA members for his efforts on behalf of forests and forest users; and our encouragement for further effort.

**Carried**

- The President thanked Bill and Craig for their efforts in formatting and presenting the thoughtful resolutions.

**13 Ontario Professional Forestry Foundation** A written report was distributed as an information matter; technically, the Foundation is a separate body.

**14 Annual Conferences**

- a) The President recognized the 2007 Annual Conference Organizing Committee, which received a strong round of applause:

**Carl Corbett (Chair)**

**Bill Brown**

**Gord Cumming**

**Dave Deugo**

**Keith Fletcher**

**Craig Howard**

**Bill Hubbert**

**Jim Parker**

**Margaret Penner**

**Mike Rosen**

**Registration**

**Sandra Corbett**

**Nancy LeBlanc**

**Master of ceremonies**

**King Wright**

- b) The President noted tentative intent to hold the 2008 Annual Conference in Thunder Bay about the same time next year and called for Volunteers, particularly encouraging some of our younger members to get involved.
- c) The President also noted that it is a good time to begin discussions locally about hosting the 2009 conference. Peterborough and London were mentioned as possibilities.

**15** There being no other business, he President accepted the following motion

**Motion** Paul McAllister – that the 2007 Annual General Meeting be adjourned.

**Carried**