



**Ontario Invasive Plant Council
Board of Directors Meeting Minutes
June 16th, 2016 10:00 to 11:00 am**

<p>Present Iola Price, President & Director at Large Ken Towle, Vice-President & Conservation Ontario Owen Williams, Past President & Director at Large Jon Peter, Royal Botanical Gardens Kellie Sherman, OIPC Staff Mike Farrell, Hydro One Mhairi MacFarlane, Nature Conservancy of Canada Jeanine West, Landscape Ontario Cara Webster, City of Toronto Francine MacDonald, Biodiversity - OMNRF Mackenzie Lespérance, OMAFRA Suzanne Hanna, Ontario Horticultural Association Dawn Sucee, Ontario Federation of Anglers and Hunters Karen Hartley, OMNRF – Conservation Policy Branch - Protected Areas Paula Berketo, Ministry of Transportation</p>	<p>Regrets Prabir Roy, Parks Canada (pre-arranged) Kristina Pauk, Canadian Food Inspection Agency Sandy Smith, University of Toronto (pre-arranged) Colin Cassin, OIPC Staff Stephanie Burns, Forests Ontario (pre-arranged) John Benham, Ontario Soil and Crop Improvement Association Michael Irvine, OMNRF – Crown Forests and Lands Policy Branch – Forest Guides and Silviculture (pre-arranged) John Urquhart, OIPC Secretary/Treasurer & Director at Large (pre-arranged) Erin Mallon, Ontario Nature (pre-arranged) John Foster, Director at Large (pre-arranged)</p>
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1 Approval of Agenda

Motion: Moved by Suzanne Hanna that the agenda be approved. Seconded by Francine MacDonald. [All in favour.] Carried.

2 Approval of last meeting minutes (May 2016)

Motion: Moved by Iola Price that the minutes be approved. Seconded by Mhairi MacFarlane. [All in favour.] Carried.

3 Review of last meeting’s action items (see background document)

- Erin Mallon is leaving Ontario Nature, but has agreed to still help with the strategic plan and any other capacity she can in her new position.

4 Financial Update

- Kellie reviewed the Transfer Payment (TP) budget allocation with the board.

Motion: Moved by Jeanine West that the budget allocation be approved. Seconded by Owen Williams. [All in favour.] Carried.

ACTION: Kellie to send a copy of the TP to the board. Please don’t share with the public, as it is a confidential agreement.

5 Business Items

5.1 Website Update

- With the website update, the developer has asked whether we require an extensive membership database (capabilities for automatic renewals, thank you emails etc.) which will cost an extra \$2500.00 or if we want to just use excel to manage members.
- We currently have just over 200 members that bring in around \$3500.00 each year with memberships and donations.

- It was suggested that we have members follow a fiscal membership, start either January 1, April 1 or at the AGM and if someone buys a membership half way through the year, they will have to pay again in 6 months. This would mean we wouldn't have to worry about automatic renewals, but it would mean staff to renew over 200 people in one day. – if the membership list is in one Excel spreadsheet, can't it be accessed in one set of keystrokes?

- We need to be sure members are all in good standing 30 days before the AGM.

ACTION: Kellie to confirm with the developer that if we don't go with an extensive database now, that we can in the future.

ACTION: Ken, Mhairi and Mike to discuss options, recommendations and pros and cons for the database and changing the memberships to start all on one date.

5.2 Funding Update

- We are receiving \$75,000 from the Invasive Species Centre to host more invasive plant management strategy workshops for municipalities.
- Refer to the background document for more information.

5.3 Strategic Plan Update

- Mhairi has also offered to further assist with this.

5.4 AGM Planning Update

- Planning still continuing and going well.

ACTION: Continue to share the save the date of October 25 &26 at Toronto Botanical Gardens.

5.5 Board of Directors

- See background document
- Lola met with Henry Lickers, a member of the Mohawk Nation at Akwesasne at Cornwall and sent him the document about Board member roles. He has some people who might fill our First Nations position on the board. He is aware that board membership is not automatic – there is a review process.

5.6 Review of our Bylaws

- Approved in 2014

ACTION: All to review and send any changes/suggestions to Kellie and Lola so that any changes can be reviewed by the Policy Committee and then the board before being proposed to ~~directed to~~ the members a month before the AGM for voting and approval at the AGM.

5.7 MOU

- John Urquhart continuing to work on it.

5.8 Q and A Summary Update (a.k.a. Survey of Member Organizations)

- Continue to look into a face-to-face meeting and board governance training sometimes around the AGM.

- Kellie briefly reviewed the Q and A summary.

ACTION: Kellie to edit questions, circulate to EC and send to the entire OIPC membership, as well as some key contacts in municipal government, industry and academia.

ACTION: Board members to review the board Q and A summary and the members Q and A summary (once completed) to determine short, medium and long term priorities.

ACTION: Follow-up in one year again, to check our progress.

ACTION: Kellie to use some of these questions in the municipal workshop evaluation forms.

5.9 Weed Control Act

- There was a discussion about whether this can be used to manage plants not impacting agriculture or horticulture, lola keeps getting asked. I.e. City of Ottawa is spraying areas that don't impact agriculture or horticulture.
- Others comments: all landowners required to remove noxious weeds, regardless of where they are, exceptions to the Pesticides Ban include managing species, like wild parsnip and phragmites, because they impact human health and safety and utilities, weed inspector determines the impact of a noxious weed.

ACTION: Mackenzie to get clarification from Mike Cowbrough, Chief Weed Inspector for Ontario

ACTION: Paula to ask Murray Purcell as well.

ACTION: Francine to send the wording under the Pesticides Ban re: exceptions to the whole board.

6 Committee Reports

6.1 Communications

- See background document.

6.2 Fundraising

- No update.

6.3 Policy

- Met on June 14th and discussed commenting on the EBR posting regarding invasive species risk assessments for the Invasive Species Act.

ACTION: Kellie to send to the board and members with a deadline for comments.

6.4 OPWG

- See background document.

6.5 Research and Control

- See background document.

7 Staff Reports

- See "Report 7: June 16 2016"

8 Board Member Activities

- The new Minister of Natural Resources and Forestry is Kathryn McGarry. OIPC will be sending a congratulations letter.

June Action Items

Agenda item No.	Details of Action to be taken	Who - Lead/Assisting	Due
4.	Send a copy of the TP to the board	Kellie	ASAP
5.1	Confirm with developer if we can add a more extensive membership database in the future	Kellie	ASAP
5.1	Discuss membership options	Ken, Mhairi and Mike	By next meeting
5.4	Share AGM save the date	All	ASAP
5.6	Review bylaws and send edits to Kellie and lola	All	ASAP
5.8	Edit Q and A summary, send to EC and then membership	Kellie	ASAP
5.8	Board members review Q and A summary once completed	All	Once completed
5.9	Clarify Weed Act with Mike Cowbrough	Mackenzie	By next meeting



5.9	Talk to Murray Purcell re: weed act	Paula	By next meeting
5.9	Send Pesticides Act ban wording to all	Francine	By next meeting
6.3	Send EBR posting to board with deadline for review	Kellie	ASAP

Time adjourned: 11:00 am

Next meeting: July 21, 2016 at 10 am