

Ontario Invasive Plant Council

August 21st, 2014

Conference Call

10 am – 11:00 am

Summary Notes

Board Members Attending:

Owen Williams, Member at Large
Iola Price, President & Member at Large
Suzanne Hanna, Ontario Horticultural Association
Ken Towle, Vice-President & Conservation Ontario
David Coplestone, OMNRF – Biodiversity Branch
Michael Irvine, OMNRF – Forest Health and Silviculture
Jeanine West, Landscape Ontario
John Urquhart, Ontario Nature
John Benham, Ontario Soil and Crop Improvement Association/ Wellington County
Dawn Sucee, Ontario Federation of Anglers and Hunters
Paula Berketo, Ministry of Transportation
Sandy Smith, University of Toronto
Kellie Sherman, OIPC staff
Rachel Gagnon, OIPC staff

Board Member Regrets

Mary Gordon, Hydro One
Larry McDermott, Plenty Canada
Hugh Berges, Ontario Ministry of Agriculture, Food and Rural Affairs
Lindsay Barr, Royal Botanical Gardens
Jennifer Gibb, City of Toronto
Andrew Pitek, Forests Ontario
Diana Mooij, Canadian Food Inspection Agency
Karen Hartley, OMNR – Parks
Dan Kraus, Nature Conservancy of Canada

Agenda items

- Review action items from the last meeting
- Staff Updates
- AGM Update
- Update- Constitution and bylaws
- Financial Update
- Other items

1. Welcome to our newest Board member

Welcome Suzanne Hanna, representative for the Ontario Horticultural Association.

2. Review action items from the last meeting.

ACTION: **Rachel** to send out the ballot after today's meeting. Done

ACTION: **Rachel** to look into what other organizations do to renew their memberships.

Protocols for sending letters of support. : **ACTION:** **All** to work on this list at the next board meeting. This is a good item for the Policy committee to work on. Also we should keep it as an open item, and if anyone has ideas to let Rachel know.

ACTION: Open action item to ALL, send Rachel your thoughts on what to consider for protocols to letters of support (anytime).

Updated bylaws:

Action: Ken would like a copy, **Rachel** will send him the latest version today. done

Action: **Iola** to check in with Ian, this week. done

FUNDING OPPORTUNITY: NEW National Wetland Conservation Fund - 2014-2015 Ontario Call for Proposals

ACTION: **Rachel** will forward the email about this fund to the Board. done sent with minutes from last meeting.

3. Staff updates

Kellie:

- Aquatic BMP: Received the desktop published version and looking it over, The MNRF will also be looking it over to ensure that the permitting and legislation is correct and approved before it is posted online. It should be finished by the next Board meeting.
- Continuing to work on the Invasive species management strategy with York region, the first draft is complete and has been sent to Stacey Bowman for review.
- The Ontario *Phragmites* Working Group (OPWG) is looking to develop a letter to gain support from local MPs and MPPs on the issue of *Phragmites*. The letter has been drafted and will need to be approved by the Board.
- Updating the landowners toolkit for *Phragmites* with OPWG
- Worked with Nancy Cain on the touring details for Orono Forest, staking out the plots.
- The OPWG is working with Colin Dobell on a *Phragmites* campaign to encourage people to report it. Colin is also the founder of the Stop the Drop campaign which raises awareness of the lowering water levels of Georgian Bay.

Rachel:

- Most of my time is spent working on the AGM, waiting to confirm two speakers, we have 35 people registered as of today, a workshop has been added to discuss the invasive plant list, tours are ready to go, caterers, evening social, name badges, annual report, program, agenda etc.
- Finishing up the annual report, it should be done this week as I'm vacation next week.
- E-newsletter was sent out this month.
- Weeds Across Borders planning still underway
- Writing an article for green teacher magazine.
- Did a trial day for our children's activity book with some children from the OFAH day camps. They loved it and we also received the evaluation forms from Credit Valley Conservation who also had some children test out the books, they seemed to really like the books!
- We received a guide to hand pulling Eurasian Water milfoil from Pete Anders, we will be reviewing the content.
- Executive committee ballot was sent out and we have our new executive committee, still looking for our secretary/treasurer.

4. Constitution and bylaws update

The bylaws have been updated and we will need to present them at our AGM. The timetable to make that possible is:

Today (Aug. 21) the board will provide their comments or suggestions

Aug 22-24 any comments/suggestions will be considered and potential changes will be made.

Aug 25 we will send it to the OIPC membership so that they have time to look it over before the AGM (Sept 16th)

Iola went through the changes with the group section by section:

- 1.1 Added some new definitions
- 2 Clarification of the new classes of members.
- 3 No substantial changes
- 4 A new quorum has been set for the OIPC membership: 5% of membership.
- 5 No substantial changes
- 6 sets the Board at having 15 members; this may need to be changed to 15 voting members.
- 7 protections is taken
- 8 Board operations, 5 directors is quorum
- 9 Executive committee needs to be 3 people, we need one more to be in compliance
- 10 no changes
- 11 no changes
- 12 borrowing
- 13 audits: we will require future audits
- 14 establish the head office in Peterborough and that is changeable in the future.
- 15 mentions that the bylaws may be changed and must be approved at the AGM

Comments from the Board: Should there be something added to the bylaws regarding the number of meetings a Director can miss before they are asked to leave the Board?

The group on the call seemed to think it would be best to add this detail into the policy rather than the bylaws.

More questions on this item: What is the number of meetings someone could miss? Should it be consecutive or non-consecutive...etc.

ACTION: Rachel will draw up a survey with the questions we would like answered around this item and send it to the Board.

Another discussion item: Now that we are incorporated, the members need to be members in good standing.

ACTION: Rachel to send gentle reminders to those directors whose memberships are due.

Another discussion items: what do we have as far as insurance coverage.

ACTION: Rachel to clarify our insurance and let the Board know what is covered.

The MOU for OIPC & OFAH was never signed

ACTION: Rachel to dig up the MOU and have it signed by Iola (make any updates that are needed first)

5. Funding initiatives

Rachel sent out the information about the wetland funding grant, at this time we haven't any ideas although Kelly will check with OPWG on whether they have ideas for this grant.

We are about to sign a new agreement with MNRF to do a number of projects including a watch list, some training modules, update BMPs etc.

6. AGM update:

Update was given during Rachel's staff update. Also Iola wanted to encourage everyone to send out the information about the AGM and conference.

David checked in with the Minister's office about our request to have him give opening remarks at the conference. The Minister is being briefed and we should have an answer soon.

7. Other items:

Our website can sometimes be difficult to navigate; we may need to work with the website committee to design something a little more user friendly. We will start looking into costs for a revamp of the site.

We will need to start a policy document, now that we have the bylaws, the policies will elaborate on the items from the bylaws, and the rules for the Council.

ACTION: All to send ideas of what we need for the policy document to Rachel

A reminder that Giant Hogweed is still overlooked by the public in some cases and that we should continue with the campaign to raise awareness.

Owen would like to welcome and thank Iola for stepping up as OIPC President
Also welcome Ken back as OIPC vice-president

Next meeting:

At the AGM and conference on Sept 15-16th in Peterborough, ON.