



**Ontario Invasive Plant Council  
Board of Directors Meeting Minutes  
January 19 2017 – 10 to 11 am**

**Present**

**Iola Price**, President & Director at Large (for first ten minutes of the meeting)  
**Ken Towle**, Vice-President & Conservation Ontario  
**Stephanie Burns**, Forests Ontario  
**Mhairi McFarlane**, Nature Conservancy of Canada  
**Owen Williams**, Past President/Secretary & Director at Large  
**Jon Peter**, Royal Botanical Gardens  
**Prabir Roy**, Parks Canada  
**John Benham**, Ontario Soil and Crop Improvement Association  
**Suzanne Hanna**, Ontario Horticultural Association  
**Mike Farrell**, Hydro One  
**Dawn Sucee**, Ontario Federation of Anglers and Hunters  
**Paula Berketo**, Ministry of Transportation  
**Francine MacDonald**, Biodiversity - OMNRF  
**Kristin Obeid**, OMAFRA  
**Kristina Pauk**, Canadian Food Inspection Agency  
**Michael Irvine**, OMNRF – Crown Forests and Lands Policy Branch – Forest Guides and Silviculture  
**Sandy Smith**, University of Toronto  
**Jeanine West**, Landscape Ontario  
**Colin Cassin**, OIPC Staff  
**Kellie Sherman**, OIPC Staff  
**Allison Marinich**, OIPC Staff

**Regrets**

**Karen Hartley**, OMNRF – Conservation Policy Branch - Protected Areas (pre-arranged)  
**John Foster**, Director at Large (pre-arranged)  
**Cara Webster**, City of Toronto  
**John Urquhart**, OIPC Treasurer & Director at Large (pre-arranged)

**1. Approval of Agenda**

**Motion:** Moved by Iola Price that the agenda be approved, with the move of item 5.4 to the beginning of the meeting. **Seconded by Ken Towle. [All in favour.] Carried.**

**2. Approval of last meeting minutes (December 2016)**

**Motion:** Moved by Ken Towle that the minutes be approved. **Seconded by Sandy Smith. [All in favour.] Carried.**

**3. Review of last meeting's action items (see background document)**

- Welcome back Kristin Obeid from OMAFRA!
- **ACTION:** Kellie to update board contact list.

- Regarding the OTF seed grant, please review the grant details and the strategic plan, to see if we can find a project in our strategic plan that fits this grant. If there isn't something within our strategic plan, it might not be the right fit.
- Regarding the Bylaws and board of directors, the original idea was to have directors receive permission from their supervisor to make their director position a part of their job and to be active as much as possible. This is not necessarily the case anymore. How can we change this and support board members more in this?
- An executive director would also take some pressure off of the board.
- Defer the rest of the conversation to the next meeting. In the meantime, think about how you can make this position more a part of your job.

#### **4. Financial Update – 3<sup>rd</sup> Quarter Financial Update**

- Kellie reviewed the 3<sup>rd</sup> quarter financial update.
- Reminder: the December numbers are a guesstimate, because we don't receive our bank statements until a month after that month ends. Kellie will update the budget for the February call if need be.
- The travel numbers are negative because we have to spend a lot of travel funds from the ISC grant that was confirmed after the budget. However, if you refer to the revenue spreadsheet, our revenue still exceeds our expenses, so we are still on track for a surplus.
- Kellie and John will be working on a draft 2017/2018 fiscal year budget for the February meeting.

#### **5. Business Items**

##### **5.1 Funding Update**

- See item #3 above.

##### **5.2 Review of our Bylaws**

- See item #3 above.

##### **5.3 MOU (John Urquhart)**

- Deferred until February meeting.

##### **5.4 AGM Update**

- Would like to host the 2017 AGM on Ottawa.
- Refer to AGM hotel word document for hotel comparisons.
- **ACTION:** Kellie to figure out how much the 2016 AGM cost.
- Very favourable among the board.
- **ACTION:** Kellie to put together table of events for October.
- Look into a potential keynote speaker and make sure they are available for associated dates. Perhaps Gord Miller?
- Potential sponsors include National Capital Commission and the City of Ottawa.
- Field Trips: National Capital Commission Mud Lake to look at buckthorn removal, Fletcher Wildlife Garden, DSV with Naomi Cappuccino
- Hotel should be close to other things to do in free time.

**Motion: Moved by Ken Towle that the 2017 AGM be held in Ottawa. Seconded by Dawn Sucee. [All in favour.] Carried.**

## **6. Staff Reports**

- See staff report #14.
- Kellie did not host the OPWG face to face meeting on Jan 17, it was postponed due to weather to Feb 15<sup>th</sup>.
- Kellie also thanked Allison for her hard work, as she is leaving to a full-time position at Fleming College. We will be posting to fill her position on Fri Jan 20<sup>th</sup>.

## **7. Committee Updates**

### **7.1 Communications**

- Continuing to work with graphic artist to complete social media graphics – one for Christmas is coming.
- Continuing with webinars.
- Colin is working with ISAP and the ISC to promote Invasive Species Awareness Week (not official yet in Canada) with 26 other organizations for the week of Feb 27. A daily theme will be set for each day for each organization to post and share something related to that theme. If you don't think your organization is involved, email Colin.

### **7.2 Fundraising Committee**

- See "Funding" above.

### **7.3 Policy**

- No new items.

### **7.4 OPWG**

- Continuing to work on Public Service Announcement (PSA), billboard and signage.
- Face-to-face meeting planned for Feb 15<sup>th</sup>.

### **7.5 Research and Control**

- The committee voted on this item and Trent University's (Eric Sager) project was chosen looking at seed viability, York region will be donating additional funds for this.

## **8. New business and Board Member Activities**

### **8.1 Report on National Plant and Animal Health Planning Forum – Dec 6-7, 2016, Ottawa (Iola Price)**

Discussions and meetings on this topic have been underway for at least two years at the national (federal/provincial/territorial/private sector groups) level. This meeting's purpose was to gain up-to-date feed-back on the material produced to date, the vision, objectives and guiding principles of the National Plant and Animal Health Strategy (NPAHS). Documents distributed in advance included the Current Landscape (14 pages tabulating initiatives already underway), the Related Strategic Work (a table describing by title/year/author and with selected excerpts) work already done to date and a Feedback Summary (highlights of online feedback between 5 September and 4 November 2016 to the discussion document "Developing a National Strategy to Safeguard Plant and Animal Health in Canada").

For two days, the 200+ people in attendance sat in one of 5 breakout groups:

- Raising awareness through effective communications
- Influencing behaviour to safeguard plant and animal health

- Collecting and sharing information across plant and animal health systems
- Building and exercising Canadian and international networks and relationships
- Promoting a strong science base through coordinated research to support plant and animal health discussing and/or making recommendations on 1) Current and future landscape; 2) Priority areas and specific outcomes; 3) challenges and priority initiatives; and, 4) Moving to action.

At the end of each session, the results were tabulated into a 2-dimensional matrix and thrown up onto the screens. Participants were encouraged to share their thoughts with the outside world and people in other groups via Twitter #canpah and #svacan and periodically the Twitter comments were flashed on the main screens.

I was impressed by the fact that many senior people from federal and provincial departments and agencies were in attendance and gave good talks and wrap-summaries each day. I also asked that the matrices developed be sent to each participant immediately at the end of the meeting but that has not happened. It proved impossible to take coherent notes on each breakout group's conclusions.

I was in the Communications breakout group in the hope that I would learn more about communications tools but that was not the meeting's objective. Another surprise for me was that there was no discussion at all about the potential impact of the change in government in the USA and how that might change things for Canada's market access and need for improved plant and animal health measures both at the continental and international level.

It won't be easy to create a system that works efficiently for both plant and animal health issues – they are too different. That was acknowledged but for the moment, what is being produced is a strategy document for F/P/T Ministers in July 2017 and it needs to be kept at a high level. A split will likely occur later. Invasive plants (and animals) are buried in the strategy somewhere and the fact that they carry disease organisms and have an impact on agriculture is recognized but at the moment, it is not at the top of the heap. The increasing use of social media and technology is a 'given' in this exercise but most of the people there were not strong users although they recognize the need for cohesive and persuasive messages if changed behaviour is the desired outcome (improved use of biosecurity measures, early detection and action, use and acceptance of data from a variety of sources [citizen science, all stakeholders], modernized and standardized testing and data collection/information sharing, mechanisms to lower costs, etc.).

We are now in the NPAHS loop and there is much that OIPC can contribute to and learn from this effort.

**Other:**

- Landscape Ontario Growers Association is having Jeremy Downe (MNRF) talk about enforcement of the Invasive Species Act.
- CFIA has now posted the risk management documents for giant reed (*Arundo donax*), and will want consult publicly in the next couple months. They will send an official email soon. They are trying to make decision on regulating this species or not.
- Forests Ontario's Annual Conference if Feb 10, booth space available.
- Ken mentioned that the Invasive Species Council of BC is hosting an indigenous workshop. This would be something for OIPC to consider and possibly could fit under the Seed Grant with OTF.

**ACTION:** Kellie to talk to Gail from the ISC BC about their workshop, agenda, engagement etc. and see if it's something we can do.

- The National Invasive Species Forum is being held Feb 28 to March 2<sup>nd</sup>. Many great speakers, some from the European Union! Register and share here: <http://canadainvasives.ca/news-events/save-the-date-3rd-national-invasive-alien-species-forum/>

**Motion:** Moved by Ken Towle to adjourn the meeting. Seconded by Owen Williams. [All in favour.]  
**Carried.**

Meeting adjourned at 10:50 am.

Agenda item No.	Details of Action to be taken	Who - Lead/Assisting	Due
<b>September</b>			
5.1	Send out the prioritized list of granting resources	Kellie	ASAP
5.3	Finalize AGM section of the website	Kellie	Complete
5.9	Look into how we can send automatic web changes notices to members.	Kellie	Complete
<b>October</b>			
4	Send risk assessments to OIPC	Jeremy	ASAP
<b>November</b>			
3	Write a summary of the biofuel working group and send to Kellie to send to OPWG	Owen	By next meeting
5.1	Re-send corporate funding proposal	Kellie	ASAP
5.2	Send strategic plan comments to lola	All	ASAP
5.4	Review bylaws	All	Anytime
7.2	If you want to assist with funding strategy email Kellie	All	ASAP
<b>January</b>			
3	Update board contact list	Kellie	ASAP
5.4	Figure out detailed costs of 2016 AGM to compare to 2017 AGM	Kellie	By next meeting
5.4	Put together a table of conference events being held in October	Kellie	By next meeting
8.0	Discuss with Gail from ISC BC aboriginal workshop	Kellie	ASAP

**Time adjourned:** 10:50 am

**Next meeting:** February 16 2017