

**Ontario Invasive Plant Council**

August 20<sup>th</sup> 2015

**Conference call**

**10:00am-11:15am**

Summary Notes

**Board Members present:**

**Ken Towle**, Vice-President & Conservation Ontario  
**Francine MacDonald**, OMNRF – Natural Heritage Section  
**Dawn Sucee**, Ontario Federation of Anglers and Hunters  
**Lindsay Barr**, Royal Botanical Gardens Association  
**Kellie Sherman** – OIPC Staff  
**Iola Price**, President & Director at Large (*pre-arranged*)  
**Colin Cassin**, OIPC Staff  
**Mike Farrell**, Hydro One  
**John Benham**, Ontario Soil and Crop  
**Owen Williams**, Past President & Director at Large  
**John Urquhart**, OIPC Secretary/Treasurer & Director at Large  
**Sandy Smith**, University of Toronto  
**Jennifer Gibb**, City of Toronto  
**Suzanne Hanna**, Ontario Horticultural Association  
**Kristen Obeid**, OMAFRA

**Board Members not present**

**Jeanine West**, Landscape Ontario  
**Karen Hartley**, OMNRF – Conservation Policy Branch- Protected Areas (*pre-arranged*)  
**Larry McDermott**, Plenty Canada  
**Diana Mooij**, Canadian Food Inspection Agency  
**Jessica Kaknevicus**, Forests Ontario  
**Prabir Roy** – Parks Canada  
**Paula Berketo**, Ministry of Transportation Improvement Association/ Wellington County  
**Mhairi McFarlane**, Nature Conservancy of Canada  
**Michael Irvine**, OMNRF – Crown Forests and Lands Policy Branch – Forest Guides and Silviculture

**Agenda items**

Agenda items July 16

1. *Approval of agenda*
2. *Approval of minutes from last meeting*
3. *Business arising from previous minutes*
  - 3.1 Action items completed
  - 3.2 Action items deferred
4. *Budget status (included in agenda) and new format- is this a useful change for Board members?*
5. *Staff Report (included in agenda and open for comment and questions)*
  - 5.1 Rachel
  - 5.2 Kellie

6. *Committee Reports (included in agenda)*
  - 6.1 *AGM Planning*
  - 6.2 *Communications*
  - 6.3 *Fundraising*
  - 6.4 *Horticultural Outreach Collaborative*
  - 6.5 *Policy*
  - 6.6 *Ontario Phragmites Working Group*
  - 6.7 *Research and Control*
7. *Board member activities*
8. *Other Business*
9. *Other Items*
10. *Next OIPC Board meeting*

1. *Approval of agenda*

Motion to approve the agenda.

Agenda approved.

2. *Approval of minutes from last meeting.*

Ken motioned to approve the minutes, seconded by Suzanne.

Minutes approved.

3. *Business arising from previous minutes – lola*

3.1 Action items completed:

ACTION: SEND updated version of the OPWG strategies to the Board with the minutes – Rachel. Complete.

ACTION: SEND the research report for Spartina to the Board – RACHEL. Complete.

ACTION: SEND the list of sites WHERE the job was posted to the Board - RACHEL. Complete

ACTION: Check with the AGM planning committee on whether they are ok if we extend the date for abstract submissions – RACHEL. Complete and they were ok with it. The date was extended.

ACTION: FORWARD the Call for abstracts out to their contacts - Board members. Complete.

ACTION: Provide any final changes for logo contest by July 21<sup>st</sup> - Board members. Complete, no changes.

ACTION: EMAIL Bernd Blossey at Cornell University to request he speak at the AGM – Sandy. Kellie followed up with Sandy and we have taken a different approach to this (his focus is narrow and we would like a more broad talk).

Provide link to the Board for the Ontario Gardener article once it has been published – RACHEL. Not published yet.

4. *Budget status*

John is going to try to get a quarterly report for next month's meeting. No major new revenue or new expenses at this point. Considering a part-time person to assist with project. They would be 2 days/week. More updates to come next meeting.

5. *Staff Report (July-August)*

5.3 *Rachel*

- Assisted with interviews for project liaison position.

- Wrapped-up outstanding items i.e. items from last board meeting, etc.
- Worked with Kellie to review budget, board meeting routines, membership, AGM, etc.

#### 5.4 Kellie

- Has started working on MNRF transfer payment items including forming a sub-committee of the OPWG to assist with these items. Items include updating OPWG website, creating a Phragmites education plan, updating OPWG social media, working with MNRF on finalizing Phragmites road BMP, and planning Phragmites webinars.
- Attended an Invasive Species Activity day for Children at Bonnechere Provincial Park on July 21.
- Participated in a water chestnut update meeting with DU, City of Ottawa and Voyageur PP who are all working to control water chestnut in their respective areas.
- Had a meeting with Dayna Laxton from York Region and staff from NCC who manage Happy Valley Forest to discuss planning a landowner's workshop for residents who live around Happy Valley for October. Looking to partner with ISAP for this as well.
- Conducted interviews for the new project liaison position.
- Continuing to plan training workshops for EDRR project for September.
- Working with Diana Shermet and the HOC to create bookmarks and seed packets for TD Friends of the Environment grant to promote GMI.
- Waiting for final go ahead for ISC agreement, but starting to plan some of these projects.
- Working on a work plan to outline all projects for the year.
- Posted logo contest.
- Had AGM planning committee meeting.
- Did a wild parsnip interview on Chex TV.

**ACTION:** All board members to send out the link to the EDRR training workshops to their networks and contacts: <http://edrrontario.ca/index.php/category/event/>

## 6. Committee Reports

### 6.1 AGM Planning

There was an overall concern about the conference portion of the AGM starting early Tuesday October 13<sup>th</sup>, the day after the holiday Monday. Lindsay looked into the RBG contact to see if we could host the conference portion on the 14<sup>th</sup> and then the tours in the afternoon on the 13<sup>th</sup>. The space we need for the conference is available and we are most likely going to change the dates. The AGM planning committee will confirm Friday August 21 and details will be sent to the board. The evening social will still be the night of the 13<sup>th</sup>. The hotel that we have reserved rooms at is the Waterfront Burlington Hotel: <http://www.thewaterfrontdowntown.com/>

The Board meeting will be after lunch during the day of the conference. Minutes from last year and the audit will be sent 21 days in advance of the AGM to the board and the members.

**ACTION:** Kellie to alert speakers that their talks would be on the 14<sup>th</sup> and note other time changes too.

### 6.2 Communications

Owen suggested we have a contact from Morel Magazine involved with communications committee.

**ACTION:** Kellie to include Morel Magazine contact in the next communication meeting.

**ACTION:** Kellie to add Owen to the communication meeting list.

**ACTION:** Kellie to send to the board a list of everyone on all committees.

### **6.3 Fundraising**

No report at this time. To be discussed at the AGM.

### **6.4 Horticultural Outreach Collaborative**

Bookmarks and seed packets moving along. Suzanne wondered if these products will be ready by the AGM.

**ACTION:** Kellie to speak with Diana Shermet in regards to this and will let the board know.

### **6.5 Policy**

No report at this time.

### **6.6 Ontario *Phragmites* Working Group**

A group of interested individuals are working on the items listed in the transfer payment from MNRF with the direction of Kellie, as all were *Phragmites* related.

### **6.7 Research and Control**

Sandy and Iola are working on a table of research questions universities and professors to see if there would be students interested in the research questions. They have also been working on a matrix of different plants and management tools and identifying the gaps.

**ACTION:** Iola to find and send the research questions to Sandy.

## **7. Board member activities**

- Iola has received phone calls and emails from the public about Ottawa's Wild Parsnip control program in response to an article in the Ottawa Citizen in which a local naturalist says that the plant is not a problem and that the control program will not work. Iola took the tack that if Medical Officers of Health in a number of counties in Ontario believe that the plant's sap in combination with sunlight causes burns then the control programs may be of benefit. One problem is that wild parsnip photodermatitis is not a reportable condition so good data are lacking.
- Iola and Kellie will be working with the Regional Forest Health Committee of Eastern Ontario (and includes regional people from Quebec) on plans for a half-day workshop for forest invasive plant identification and control.
- Owen: The article about *Phragmites* is now published in Morel magazine. Morel is a relatively new, online magazine. The article is very well researched and very well written, with lots of useful linked sub-stories. I think you will find it interesting...and it may trigger some useful ideas for us to pursue. Feel free to pass along the link to this article (and post it on websites): <http://morelmag.ca/article/taking-mighty-phragmites-australis#PMRA> return. The article only appeared online a few days ago and I already have had an inquiry from a city councillor in London.
- Owen: One of the outcomes of the framework workshop from last year was that a London City Councillor and city staff have started to work together to draft an invasive plant management strategy for London using OIPC's framework. Owen has been in discussion with them about this and is assisting in any way he can.
- Owen: Morel Magazine is planning an event in the fall, after our AGM in which they will have a panel discussing the overall invasive plant issue. It will target landowners, CAs, non-profit organizations etc. to discuss the challenges of this issue and the Invasive Species Act. Morel

Magazine also wants to do another article on the Clean Equipment Protocol. Owen has heard of a lot of people using this, but doesn't have any specific feedback. Suggested creating a short survey monkey to send out to our network to get some solid feedback on the protocol.

**ACTION:** Owen to draft questions and Kellie to create survey.

**ACTION:** All board members to try and update the OIPC on their activities for each board meeting. This will help with the annual report.

## 11. Other Business

### 8.1 Logo contest

- Logo contest has been posted on social media and sent to our members.

### 8.2 Status of transfer payment.

- The transfer payment has been signed and projects are underway.

### 8.3 Status of MOU with OFAH.

1. All to provide any other changes to Rachel – now John Urquhart
2. Rachel to make the changes and send to John Urquhart
3. John to look it over and make a final draft of the document
4. OFAH to review the final draft document and provide any changes they have.
5. Have Ian Attridge review the final document
6. Once Ian has looked it over both the OIPC and OFAH will look it over one last time.
7. Approve the MOU at the next Board meeting.

John's edits include making sure the distinction between the two organizations is clear. Going to have a conference call with OFAH to go over the MOU. The MOU will be sent to Ian and then sent again to the board before anything is signed.

### 8.4 Status of new project Liaison.

- The new project liaison, Colin Cassin, has been hired and is starting August 20<sup>th</sup>.

### 8.5 Status of the OIPC audit.

- Sue MacCallum (OFAH Chief Financial Officer) is following up with audit manager to see what is still required before it can be completed and distributed.

**ACTION:** Kellie to follow up with Sue again.

### 8.6 Status of OIPC annual report.

- The annual report is being finalised by Kellie and lola.

**ACTION:** Please review the previous annual report and send Kellie any activities you think should be included. If you have any suggestions as to how it could be improved, let Kellie and lola know.

### 8.7 Getting OIPC members and board members to represent OIPC at events.

- If OIPC Board members attend events either as part of their work or as volunteers it would be interesting to have brief reports sent as part of Agenda item 7 – photos are welcome. As well, activities that can be reported for inclusion in the OIPC Annual Report should be sent to Kellie asap.

### 8.8 OIPC website and website committee.

- The website re-design is complete, but there is still a lot of unnecessary information on the website that needs to be trimmed. A suggestion is to have the website committee work on this and once excess information is removed, it can be launched.

- Francine has offered to assist with the website. It was also suggested that the communications committee be assigned with this task and each person could be assigned to a different portion of the website. Iola has agreed to look after the publications part of the website.

**ACTION: Kellie to work with Alison Kirkpatrick to arrange this for the communications committee.**

**ACTION: Kellie to send Iola and Francine login for website.**

#### 8.9 Forests Ontario

- Andrew Pitek has left Forests Ontario and Jessica Kaknevicus will be sitting in for this meeting until they find a staff member to submit for a board of directors review process.

#### 9.0 HydroOne

- Mary Gordon has requested that Mike Farell take her spot on the OIPC board. We will also go through the review process for Mike.

#### 10. Other Items

- Dawn suggested that OIPC review and submit comments for Conservation Authorities Act and the Wetland Conservation in Ontario discussion paper. OIPC is mentioned on page 9 of the wetland discussion paper. Commenting on these documents will ensure invasive plants are being considered and OIPC could also comment on areas of the document where we could help. This could secure more funding for the future. Comments are due at the end of October.

**ACTION: Dawn to send document to Kellie and Kellie to send to the board.**

**ACTION: Comments are due to Kellie by October 19<sup>th</sup>.**

**ACTION: Kellie and Iola to put comments together and submit.**

**ACTION: If you have any comments as to how the meetings are being run, please send to Iola.**

#### ***Next OIPC Board meeting***

- September 17th – 10 am via conference call
- October- 14th - face to face with AGM at the RBG in Burlington
- November – 19th – via conference call
- December 17th – 10 am via conference call.