

Ontario Invasive Plant Council

September 17 2015

Conference call

10:00am-11:10 am

Summary Notes

Board Members present:

Ken Towle, Vice-President & Conservation Ontario
Iola Price, President & Director at Large
Kellie Sherman – OIPC Staff
Amanda Warne, OIPC Staff
Mike Farrell, Hydro One
John Benham, Ontario Soil and Crop
Owen Williams, Past President & Director at Large
Jeanine West, Landscape Ontario
Michael Irvine, OMNRF – Crown Forests and Lands Policy Branch – Forest Guides and Silviculture
Kristen Obeid, OMAFRA
Lindsay Barr, Royal Botanical Gardens Association
Mhairi McFarlane, Nature Conservancy of Canada
Paula Berketo, Ministry of Transportation Improvement Association/ Wellington County
Karen Hartley, OMNRF – Conservation Policy Branch- Protected Areas
Jennifer Gibb, City of Toronto
Suzanne Hanna, Ontario Horticultural Association
Sandy Smith, University of Toronto

Board Members not present

Larry McDermott, Plenty Canada
Diana Mooij, Canadian Food Inspection Agency
Prabir Roy – Parks Canada
Francine MacDonald, OMNRF – Natural Heritage Section (pre-arranged)
Dawn Sucee, Ontario Federation of Anglers and Hunters (pre-arranged)
Colin Cassin, OIPC Staff (pre-arranged)
John Urquhart, OIPC Secretary/Treasurer & Director at Large (pre-arranged)
Stephanie Burns, Forests Ontario

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 *Kellie*
 - 5.2 *Colin*
 - 5.3 *Amanda*
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*
John Benham moved approval, seconded by Suzanne Hanna.
Carried.
2. *Approval of minutes from August meeting.*
Iola moved approval, seconded by Owen.
Carried.
3. *Business arising from previous minutes – Iola*
 - 3.1 Action items completed:
 - ACTION: SEND out the link to the EDRR training workshops to their networks and contacts - All: <http://edrrontario.ca/index.php/category/event/> Complete.
 - ACTION: ALERT AGM speakers that their talks would be on the 14th and note other time changes too - Kellie. Complete.
 - ACTION: ADD Owen to the communication committee – Kellie. Complete.
 - ACTION: CONTACT Diana Shermet in regards to bookmarks/seed availability for the AGM - Kellie. Bookmarks will be available, seed packets will not be.
 - ACTION: SEND the research questions for research and control committee to Sandy - Iola. Complete.
 - ACTION: DRAFT questions for clean equipment protocol and send to Kellie to create survey – Owen. Complete.
 - ACTION: SEND Wetland Discussion Paper and CA Act links to Kellie and Kellie to send to the board for review. Comments due to Kellie by October 19th – Dawn. Complete.
 - ACTION: ARRANGE next communication committee meeting with Alison Kirkpatrick – Kellie. Complete.
 - ACTION: FOLLOW up with Sue MacCallum from OFAH about status of audit – Kellie. Complete.
 - ACTION: SEND the board a list of everyone on all committees - Kellie. Have started this; will send when complete.
 - ACTION: SEND Kellie updates on activities for each board meeting. This will help with the annual report – All. Ongoing.

ACTION: ADD Morel Magazine contact in the next communication meeting - Kellie. To do for next meeting.

ACTION: 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 – All. Ongoing.

ACTION: SEND Lola and Francine login for new website – Kellie. Not complete. Waiting to hear back from web designer to get further website details.

ACTION: SEND any comments as to how the meetings are being run to Lola – All. Ongoing.

4. *Budget status*

John and Kellie are going to work towards a more structured budget overview for the board and a report at the AGM. Part of this will be a proposed yearly budget prior to the start of each FY with minor changes as needed throughout the year. Everyone on the board is okay with this.

5. *Staff Report (August-September)*

5.4 *Kellie*

- Continuing to work with OPWG to complete transfer payment agreement projects.
- Hired new Outreach Liaison for a 14 week contract.
- Continuing to plan AGM.
- Working with Lola, Colin, Alison Kirkpatrick and Jim McCready to plan invasive plant workshop for Regional Forest Health Network in Ottawa for Oct 1.
- Finalized ISC project proposal for webinar/framework workshops. Waiting for final signature from ISC.
- Participated in a meeting with a number of partners to plan workshop in Durham Region for the invasive plant management strategy framework (deliverable of ISC project).
- Finalizing annual report.

5.5 *Colin*

- Finalized logistics (catering, field tours, presentation, transportation, speakers, etc.) pertaining to EDRR training sessions in Georgetown, to be held on September 18th and 19th.
- Consolidated edits and comments for Phragmites Road BMP document
- Continued public engagement via OIPC social media channels
- Imbedded OIPC/EDRR presence in upcoming (Oct.) Youth Biodiversity Conference in Halton Region
- Continued connection with Dayna Laxton, York Region, and NCC staff in assisting with Happy Valley landowner workshop on invasive species
- Participated in AGM planning committee, HOC, and OPWG meetings

5.6 *Amanda*

- Working on AGM planning including registration, program and agenda finalization, nametags, packages etc.
- Assisting with EDRR project.
- Starting to edit existing and develop new webinars for webinar series we will be hosting from January to March (part of ISC project).

6. Committee Reports

6.1 AGM Planning

Planning is continuing. In regards to the skype presentations, the voiceover is more suitable. A few people did not book their hotels in time to receive the discounted cost. We have 20 people registered to date.

ACTION: Kellie to call hotel to see if deadline for discounted cost can be extended.

ACTION: Kellie to post draft agenda ASAP.

ACTION: Kellie to promote registration again and to the EDRR workshop participants.

ACTION: All board members to promote AGM registration again.

6.2 Communications

ACTION: Kellie to ask them to promote AGM.

6.3 Fundraising

No report at this time.

6.4 Horticultural Outreach Collaborative

Kellie is going to be sending out a call for a new chair.

6.5 Policy

Refer to item 8.1.

6.6 Ontario *Phragmites* Working Group

Continuing to work on all transfer agreement projects.

6.7 Research and Control

The invasive plant table that Iola and Sandy sent to group has received a lot of feedback, which is great. The chemical control products table is still a work in progress.

7. Board member activities

- Owen continuing discussions with Morelmag.ca – still need input from Board about use of the Protocol for Clean Equipment. Planning panel discussion with public SW, particularly rural, focus – likely in November. Will have CCC as a partner, will be looking for someone to be on the panel...Owen will be in Australia. Kellie is the contact person with Mary Baxter from Morelmag.ca
- Iola and Kellie prepared draft agenda for Regional Forest Health Network Invasive Plant ID and Control workshop for October 1. Agenda has been finalised and sent to RFHN by Jim McCready (coordinator)
- Iola attending a court case on behalf of a woman who was charged for cutting down a buckthorn tree. Perhaps this is something the Policy Committee could look into and see what by-laws exist in other municipalities.

ACTION: Board members let Owen know of contact info for people that have used the Clean Equipment Protocol.

ACTION: Owen to talk with the City of London about their tree removal permitting process and what feedback they can provide about this in regards to invasive tree species removal.

ACTION: Board members to look at tree removal bylaws in their municipalities and see what options there are for allowing invasive species removal

ACTION: Please tell us what you are doing, you may not be able to tell everything you are doing, but helpful to board members to inform and update of them what they are doing update them on activities in Ontario.

8. Other Business

8.1 Invasive Species Act

- Second Reading of the Invasive Species Act took place Tuesday Sept 15 at Queens Park. It will now go to Committee on September 28 and 29 and OIPC is invited to make a presentation on the bill. The presentation is limited to 5 minutes and is followed by three minutes of questions or comments, one from each party, which OIPC needs to answer (in theory, a total of 9 extra minutes).
- The clerk of the committee, Ms. Valerie Lim, opened the telephone line for registration to speak and lola registered on behalf of OIPC, requesting Sept. 29.
- We now need to prepare our 5 minute presentation and also be prepared to respond to the three questions from the politicians.
- Anyone who can take the time to go to Queen's Park for the Committee hearing is welcome to attend. When lola has more details, she will let the board know.

ACTION: lola to send board ISA information for review. Please send lola and Kellie any comments you have about improving the act, what changes to it we would like to see and if you can help with preparation of the presentation by sending bullet points.

8.2 Logo contest

- Logo contest deadline has passed. We received 5 logos.

Not happy with the logos submitted. Instead, it would be better to tweak the current logo to make it "ours". To discuss again at the next meeting. During the call, Owen did a quick darkening of our current logo for the board's review.

ACTION: Kellie to send the logos again with our current logo to compare.

ACTION: Kellie to see if OFAH graphic designer can tweak logo.

ACTION: lola to send a Nature Canada logo from one of its fundraising campaigns to compare to our logo because they looked similar.

8.4 Status of MOU with OFAH.

The MOU has been sent to OFAH for its review. Still to happen are the following steps:

1. Have Ian Attridge review the final document
2. Once Ian has looked it over both the OIPC and OFAH will look it over one last time.
3. Approve the MOU at the next Board meeting.

8.4 Status of new project Liaison.

- A new outreach liaison has been hired for a 14 week contract. Amanda Warner-Lorscheider started September 1 and will be assisting with a number of projects and the AGM.

8.5 Status of the OIPC audit.

- Audit is near completion.

8.6 Status of OIPC annual report.

- The annual report is being finalised by Kellie and executive committee.

ACTION: Kellie to send Mhairi and Owen annual report for quick review.

Next OIPC Board meeting

- October- 14th - face to face with AGM at the RBG in Burlington – 5:30 – 6:30.
- November – 19th – via conference call
- December 17th – 10 am via conference call.