



**Ontario Invasive Plant Council
Board of Directors Meeting Minutes
February 15, 2018
10-11 am**

<p>Present Iola Price, President & Director at Large Ken Towle, Conservation Ontario Owen Williams, Past President/Secretary & Director-at-Large</p> <p>Mike Farrell, Hydro One Suzanne Hanna, Ontario Horticultural Association Michael Irvine, OMNRF Francine MacDonald, OMNRF Mhairi McFarlane, Nature Conservancy of Canada Diana Mooij, Canadian Food Inspection Agency Kristen Obeid, OMAFRA Jon Peter, Royal Botanical Gardens Prabir Roy, Parks Canada Sandy Smith, University of Toronto Jeanine West, Landscape Ontario</p> <p>Colin Cassin, OIPC Coordinator - Staff Belinda Junkin, Executive Director - Staff</p>	<p>Regrets by Pre-arrangement or Later Notification Paula Berketo, Ministry of Transportation Stephanie Burns, Forests Ontario John Foster, Director-at-Large Tanya Pulfer, Ontario Nature John Urquhart, OIPC Treasurer & Director at Large Cara Webster, City of Toronto Chris Craig, Plenty Canada</p> <p>Absent – no notification John Benham, Ontario Soil and Crop Improvement Association</p>
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1. Approval of Agenda

Ken requested an update on the current OIPC Liaison job posting (added as item 7.4 Staffing Update).

Motion: Adoption of the amended agenda was moved by Iola. Motion seconded by Suzanne Hanna. All in favour, motion carried.

2. Approval of last meeting minutes (January 2017)

Iola noted a spelling mistake in the December meeting minutes.

Motion: Moved by Iola Price that the edited minutes be approved. Seconded by Prabir Roy. All in favour, motion carried.

3. Item 3.1: Achieving a full complement of Directors At Large

Background document (3.1) was introduced by Iola. Discussion on the proposed Resolution was held. One board member raised concern that there were two separate items contained within the proposed Resolution and what would be the outcome if the Resolution was defeated. Consensus was reached that the proposed Resolution should be separated into two separate Resolutions and Iola withdrew the original.



Resolution 1: *Whereas* the Board of Directors of the Ontario Invasive Plant Council have determined that the bylaws allow the board to re-appoint Directors-at-Large;

Be it therefore Resolved that John Urquhart be renewed for a two-year term, commencing 1 April 2018 and concluding 31 March 2020 and that Owen Williams, move from his position as Past Chair/President to a Director-at-Large term for two years, commencing 1 April 2018 and concluding 31 March 2020.

Motion: Moved by Iola Price that the board adopt Resolution 1. Motion seconded by Prabir Roy. [All in favour]. Carried.

Resolution 2: *Whereas* the bylaws of the OIPC were amended at the October 2017 Annual General Meeting to increase the number of Directors-at-Large to five from four,

Be it therefore Resolved that the Board send out an electronic call to the general membership and interested parties asking for people to nominate themselves or someone else as a candidate for a term commencing as soon as possible after 1 April 2018 and concluding 31 March 2020 as a Director-at-Large on the OIPC Board.

Motion: Moved by Iola Price that the board adopt Resolution 2. Motion seconded by Michael Farrell. [All in favour]. Carried.

4. Financial Update Third Quarter – (John Urquhart) – to be deferred until March

- **ACTION:** Third quarter Financial Statement review will be carried over to March meeting

5. Staff Report No 26 (Colin Cassin)

- The board had no questions for staff on Staff Report No 26

6. Committee Updates

- Ontario Phragmites Working Group: Colin noted that the OPWG AGM was held in Waterloo last month and was very well attended. The committee continues to be active via the Google Groups email platform.
- Horticulture Outreach Collaborative: Colin noted that the HOC held a meeting recently and have continued to move forward on small funding applications including a possible spring bus tour.
- Other committees including Research & Control committee, Fundraising Committee and others did not provide any updates at this time.

7. New Business & Board Member Activities

7.1 Need to staff the OIPC booth at Grow Wild in London in April (Owen Williams)

- OIPC staff are unable to attend the Go Wild Grow Wild event in London on April 7th due to an EDRR event commitment. The London event has had up to 4,000 people and the OIPC booth receives a lot of attention from people with questions. Owen requested a Board Member staff an OIPC booth at the event.
- Mhari would be willing to hold down a shift but cannot commit to a full day.

- **ACTION:** Belinda to circulate a request to all board members, including those not on today's call and the general membership, seeking a table host. This request should require a response by February 22, 2018.

7.2 Meeting with Minister Des Rosiers 27 February in Toronto

- Iola, Ken, Belinda & Colin will meet with newly appointed Minister Des Rosiers on February 27, 2018 to brief her on the OIPC, its mandate and future plans as well as to discuss OIPC and MNRF collaboration. Iola asked if anyone would help with preparing the OIPC speaking notes. There were no volunteers.
- **ACTION:** Iola will report to the board during the next board meeting on progress achieved during the meeting.

7.3 Report on Wild Parsnip Meeting in Ottawa

- Iola provided a summary of this initiative and is encouraged by an increase in interest across Eastern Ontario in taking action on a number of invasive plant species

7.4 Job Posting Update

- Belinda updated the board on the current status of the job competition. Over 30 applicants have come in. There is a range of background participants with a number of standouts. Staff will be doing interviews within the coming weeks.
- **ACTION:** Any board member willing to help review applicants should email Belinda. Michael Irvine is willing to help prescreen candidates.
- **ACTION:** Prabir Roy will send Belinda a rating guide to help formalize the ranking process

7.5 Carolinian Canada and Dog-strangling Vine Biocontrol Update

- Owen explained that the Ontario Trillium Foundation has delayed funding for Collective Impact project until at least December.
- In the interim the city of London is interested in moving forward with a *Hypena* release to establish the moth populations in London. The city staff are now discussing options with the company that rears the *Hypena* moth.
- **ACTION:** Owen Williams to continue to report this project's on progress.

7.6 Event Update: Eastern Ontario Model Forest

- Iola will attend the Eastern Ontario Model Forest booth on OIPC's behalf on March 21st

Meeting Adjourned: 10:55 am.

Next meeting: March 15, 2018.

Agenda item No.	Details of Action to be taken	Who - Lead/Assisting	Due
September 2017			
5	Post approved invasive plant management strategies on website when ready	Kellie	When they are ready and available
6.2	Look into Great Lakes and IJC funding	Kellie	In progress
7.1	Find a replacement for Karen Hartley	Iola Price and Francine	ASAP

		MacDonald	
October 2017			
4	Create a list of stakeholders and funders and when and how we need to communicate with them	Kellie	December
10	Create a board member job description that each board member can relay to their supervisor so they know what is required of them by being on the OIPC board	Iola	Complete
10	Begin creating an elevator speech and PowerPoint presentation so each board member can use it to show case OIPC	Kellie	December
November 2017			
7.3	Follow-up with Volunteer Ottawa re: training webinar, time, cost etc.	Iola	December
8.1	Setup a meeting with DSV team and will report back.	Owen	December
8.1	Send link to Big Picture Strategy	Owen	December
December 2017			
3	Post some AGM comments on the website	Kellie	January
5	Kellie and Chris to continue potential workshop	Kellie and Chris	Ongoing
January 2018			
3	Follow-up with Volunteer Ottawa re: training webinar, time, cost etc.	Iola	January Done Delays at VO end
5	Letter to Nathalie Des Rosiers offering congratulations on appointment to Ontario Cabinet as Minister of Natural Resources and Forestry Letter to Kathryn McGarry offering congratulations on move to Minister of Transport and note importance of controlling <i>Phragmites</i> and other invasive plants along Ontario's highways	Iola (ask John Foster to assist in development of a French version)	January Done March
5	Municipal Strategy Workshop & Hemlock Woolly Adelgid tour. Send information to Board members so that they can forward this information onto key contacts.	Colin	January
8.1	Read Section 6 of the bylaws in preparation for further discussion in February.	Board members	In advance of February meeting
February 2018			
3	Prepare the call for nominations for the 5 th Director at large position, circulate nominations to the Executive for review and prepare the ballot with an explanation about acclimation of John Urquhart and Owen Williams as two D-a-Ls	Iola Price and Belinda Junkin	ASAP



4	Present Third Quarter Financial Statement review	John Urquhart	March meeting
7.1	Request all board members, and the general membership to volunteer to staff the OIPC table at Grow Wild in London ON April 7	Belinda Junkin	February 22 Cancelled – space no longer available
7.2	Report on meeting with OMNRF Minister Des Rosiers	Iola Price	March meeting
7.4	Review candidate applications.	Board members	ASAP
7.4	Send Belinda Junkin a rating guide to help formalize the ranking process.	Prabir Roy	ASAP
7.5	Report on CCC initiatives including proposal for <i>Hypena</i> moth release	Owen Williams	Ongoing