

**Ontario Invasive Plant Council Annual General Meeting – DRAFT Meeting Minutes**  
**Ottawa, Ontario**  
**October 11, 2017**  
**11:15 am**

**1. Welcome and Introductions**

- Call to order (11:15)
- Quorum present

**2. Approval of the 2017 OIPC AGM Agenda**

- No additions to the agenda.

Motion: Be it resolved that the agenda of the Annual General Meeting held October 11, 2017 be approved. Moved by Iola Price. Seconded by Prabir Roy. All in favour. Carried (approved).

**3. Approval of the 2016 OIPC AGM Minutes**

- No comments or business arising.

Motion: Be it resolved that the minutes of the Annual General Meeting held October 26, 2016 be approved. Moved by Iola Price. Seconded by Stephen Smith. All in favour. Carried (approved).

**4. President's Report for the 2016-17 Fiscal Year and a look ahead to 2017-18 (Iola Price, President)**

- Iola Price gave an overview of key accomplishments by the OIPC in the 2016-17 fiscal year including, but not limited to:
  - The passage of the *Invasive Species Act* in November 2015, followed by the first set of Regulations that came into effect in November 2016;
  - Provided comments to the CFIA 's risk assessment on a proposal to allow the importation of Giant Reed (*Arundo donax*) and to the Government of Ontario's proposal to update the Conservation Authorities Act, again recommending greater levels of resourcing for CAs and a greater role in the management and control of invasive plants in Ontario;
  - Continued our webinars, updated many of our Best Management Practices documents, produced 13 Technical Bulletins on invasive plant management and control for resource managers;
  - Attended countless Outreach and Media events – many of them on weekends including the Early Detection and Rapid Response workshops in Northern Ontario;
  - Held workshops to assist municipalities to develop Invasive Plant Management Strategies;
  - Helped organize the national Canadian Council on Invasive Species workshop and meetings in February 2017 with Kellie Sherman assuming the position of National Co-Chair of the Canadian Council on Invasive Species;
  - Had a very successful meeting with the Honourable Kathryn McGarry, Minister of Natural Resources and Forestry;
  - Thanked board members who left the board and welcomed new members.

- Announced the Board's decision to hire its first Executive Director and to move from the Ontario Federation of Hunters and Anglers building

Motion: Be it resolved that the President's Report for the fiscal year 2016-2017 be accepted. Moved by Iola Price. Seconded by Diana Shermet. All in favour. Carried (approved).

**5. Treasurer's Report for the 2016-17 Fiscal Year (John Urquhart, OIPC Treasurer)**

- John Urquhart reviewed provided an update on the OIPC's finances for the 2016-2017 fiscal year.
- He noted that the OIPC had a goal of a net surplus of \$10,000.00 and the result was \$15,000.00. It was noted that this was very good news. The goal is to obtain a modest surplus each year as a non-profit which can be used to re-invest in the organization.
- There wasn't a large dependent on grants for the 2016-2017 fiscal year.

Motion: Be it resolved that the Treasurer's Report for the fiscal year 2016-2017 be accepted. Moved by John Urquhart. Seconded by John Foster. All in favour. Carried (approved).

**6. Presentation of the Auditor's Report for the 2016-17 Fiscal Year**

- John Urquhart briefly reviewed the Auditor's report.
- In total, the OIPC has \$178,000.00 in unrestricted net assets, which means one to two years of operating expenses. Overall the financial picture is very positive and where the OIPC wants to be.

Motion: Be it resolved that the Treasurer's Report for the fiscal year 2016-2017 be accepted. Moved by John Urquhart. Seconded by Chris Craig. All in favour. Carried (approved).

**7. Appointment of the Auditor for 2016-17**

- John Urquhart recommended using McColl Turner as OIPC's auditor for the 2017-2018 Fiscal Year.

Motion: Whereas the delays leading to the production of the 2015-16 audit have been rectified, be it resolved that McColl Turner again be appointment to conduct the audit of the OIPCs finances for the fiscal year 2016-2017. Moved by John Urquhart. Seconded by Diana Shermet. All in favour. Carried (approved).

**8. Review of the Annual Report (Ken Towle, OIPC Vice-President)**

- Due to timing, Ken gave a very quick overview and encouraged everyone to read the report to further learn what activities the OIPC has been doing.

Motion: Be it resolved that the Review of the Annual Report for the fiscal year 2016-2017 be accepted. Moved by Ken Towle. Seconded by Prabir Roy. All in favour. Carried (approved).

**9. OIPC By-laws Update and Review (Iola Price, OIPC President)**

Motion: Whereas the proposal to update the 2014 bylaws of the Ontario Invasive Plant Council were circulated to members 21 (twenty-one) days in advance of the Annual General Meeting (AGM) and were formally presented for discussion and approval at the 11 October 2017 AGM, be it resolved that the updated bylaws of the Ontario Invasive Plant Council be Approved. Moved by Iola Price. Seconded by Kathryn Norman. All in favour. Carried (approved).

**10. Adjournment**

- The meeting was adjourned at 2:30 pm.

Note: These resolutions were printed and signed at the meeting by those members who Moved and Seconded them. The paper copies are on file at the OIPC office in Peterborough, Ontario.