



Annual Report 2006



OPFA
The Ontario Professional Foresters Association

Ontario Professional Foresters Association
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Tony Jennings, R.P.F.

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Brian Polhill, R.P.F.

Jason Pollard

Richard Raper, R.P.F.
Dan Rouillard, R.P.F.

Erik Wainio

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Robert Booth, R.P.F. (Northwest)
Rob Tomchick, R.P.F. (Northeast)
and Allan Foley, R.P.F. (Northeast)
Martin Streit, R.P.F. (Southern)

PRESIDENT'S REPORT

By Craig Howard, R.P.F.,
President

The year moves on.

Having completed the challenge of a second year as association President, a report for the annual meeting is in order.

It has been an exceptional year. A year ago I wrote briefly on our role as a regulator and a leader, as a timber industry, a tree industry and stewards of a forest. From the view of the RPF, there has been movement, most of it positive, in each of those roles again.

The OPFA continues to mature as a regulator. Our Executive Director has managed that charge, ably aided by some 112 members or public members that work behind the scenes to make sure that national standards, discipline, complaints, registration, finance, communications and membership are managed in a credible and professional manner. Our continuing education committee, our editorial board, our attendance at the Provincial Policy Committees and Regional Advisory committees are all examples of good work done by members.

I am happy to report that our regional meetings continue to grow in both attendance and in substance. There is a challenge, open to any member, to take the opportunity that the regional meeting represents and increase their relevance to membership. Jim Miller, Greg Pawson took up the challenge in the Sault last year and made the meeting a richer professional experience. Forced us to think. Forced us to talk. Forced us to figure how to make sure professional forestry remains an important part of Ontario's future.

Having had the chance to rub shoulders with members of other regulated professions, one of the remarkable things that distinguishes the OPFA is the direct participation of our members. Adding

up attendance at our AGM's, participation in our committees and regional seminars, we have about 40% of our membership that makes the time to help our organization. That is excellent.

The forest industry has seen huge reductions in work force and industrial activity over the past year. As of the end of 2006, employment in the sector was still above the long term average, so those among us who look at a glass as being half full can argue this is all part of the normal resource industry cycle. However, it feels like this is part of a deeper trend. This may well be the point where the timber industry fundamentally redefines how it can operate in the Ontario economy.

There is irony that as the conventional timber based industry struggles, we have a political and cultural wave charging forward to build a bio economy. Use renewable resources. Use sustainable managed resources. OMNR has come out with a new policy that describes conditions for using and regulating forest biofibre, odd only because most of the economy north of the French River has been based on forest biofibre for about 100 years, and most that have been involved in that industry would consider it fairly well regulated.

Our members are perfectly qualified to support both the biofibre and timber industries as they evolve. We capably ensure that harvests are truly sustainable, that the extractions are procured with minimal impact to the larger forest ecosystem, that all manner of forest flora and fauna are protected, that the Ontario public is suitably consulted, and that the management paradigm is sufficiently extensive so that our children's children will have their turn in the forest. We will continue to grow the forest estate that will be the resource for a productive economy into the foreseeable future.

Council has made good in its promise to consider the urban forest more completely in our scope of activities. Members have come forward and resurrected the urban forest committee and the committee has had a great start at coalescing interest among a wide variety of stakeholders with an interest. Invasive insects and land use issues have continued to build the political profile of trees in our cities, and OPFA members are working to ensure science and management remain part of the dialogue.

The year was flawed by the realization that our coffers had been depleted by one of our staff members. The estimated magnitude of this can be found elsewhere in the Annual Report, but from an Executive and Council perspective, the impact was additionally measured in extra work, extra process and extra time for the Executive Director. To Tony Jennings' credit, the rest of the business of running the OPFA didn't slow down. Members should know that was entirely the result of Mr. Jennings working harder than he should have to make it so. As Past-President and as a member of council, thanks Tony.

It has been a pleasure serving as your President for the past two years. I'd like to thank, in particular, members of council for their terrific contributions to OPFA operations. Nobody is making money while they act on your behalf at Council sessions, committee meetings and other association events. But the OPFA would cease to exist if those folks and their employers didn't continue to support the Association and its mandate with their real contributions of time and wisdom.

Craig Howard, RPF
Past President

Executive Director's Report

By Tony Jennings, R.P.F.,
Executive Director/Registrar

Through more years than I choose to mention, working with a similar number of Boards, Councils and Committees, I have avoided disagreeing in print or public with my Presidents and Chairs. Maybe I'm just getting old, but this time I choose to differ - on one point: the rest of the business of running the OPFA did slow down while dealing with the fraud issue. Matters were delayed, initiatives postponed and in a few cases, opportunities passed by. This is not an apology, just recognition of the disappointment that was part of this past year. More importantly, it is a back-handed way to say that the future should be positive.

Let me use the space here to deal with some matters not covered in other reports.

Office:

Melissa Ginsberg left us abruptly $\frac{3}{4}$ of the way through the year. June Punnett, who had previously done occasional work for us, agreed to help out "for a few weeks" and stayed with us through the year (leaving at the end of February 2007). We owe her a great deal of thanks for the care, common sense and commitment she brought to bear.

Insurance:

While investigating the extent of the fraud, we undertook measures to ensure that members had the coverage for which they had contracted. As a by-product, we identified an opportunity to improve the service level for members. LMS ProLink has taken over contact with members, removing some steps in the process, reducing the time necessary to obtain or change coverage and letting members deal directly with those knowledgeable about the insurance business. Finally the change has resulted in a reduction in the cost to members.

Complaints and Discipline:

In 2006, two complaints were received and considered by a panel of the Complaints Committee. The proceedings required the services of an investigator to clarify details. A further two complaints were received, but with the concurrence of the complainants, these were deferred (into 2006/7) pending the results of the first two.

Both matters related to private land. One complaint was lodged by an OPFA Member and one by a member of the public.

No matters were considered by the Discipline Committee.

It was only a matter of time after the passage of the legislation that we would see

the complaints and discipline processes in action. These processes, set out in the Act, form a key component of our profession's responsibility to ensure competency in our individual members' practices.

The complaints process is confidential; the complainant and the respondent receive the decision of the panel, but even Council is not informed of the details of a complaint, although it will know whether a complaint was referred to discipline or not.

Other regulators have also complied with requests from a respondent (the member against whom a complaint is laid) that a decision dismissing the complaint against them be published, presumably to offset rumours.

The Complaints Committee serves a screening function. While it has some scope for action, it may not do something that amounts to discipline. If it determines that discipline might be appropriate, it refers the matter to the Discipline Committee. Section 26 of the Act is very specific about its activities.

A Discipline hearing is a public process, except in very limited circumstances set out in the Act. After the hearing has been completed, a Discipline Committee may decide that publication of their decision, including the member's name, is appropriate in a particular case.

The Association (Registrar), rather than the complainant, becomes the “prosecutor” in a disciplinary hearing.

OPFA has arranged training for committee members in the past; with actual cases now facing them the need for complaints and discipline training was evident. The Complaints Committee met face-to-face with our regulatory counsel for such training. (Discipline Committee and Council members were able to attend electronically as observers. Relevant persons from other small professions regulators were also able to observe.)

Regional Seminars:

From Late October to early December, there were 23 half-day seminars. Costs were minimized by sponsor support. Organizations provided facilities and refreshments in most cases. Almost 300 attended the sessions, up over 35% from last year. In Thunder Bay an evening session for students, arranged by the Forestry Faculty, was attended by a further 29. In South western Ontario, attendance was high due in large part to an afternoon field trip arranged by Ken Elliot and the Private Land Forestry Network.

The 2006 Agenda included discussion of professional signature and seal, the Inclusivity project, and either a discussion of Silvicultural effectiveness Monitoring or of Private Land Forestry Issues.

Inclusivity:

The Inclusivity Project which will revise our criteria for membership (Certification Standards) was a major undertaking for us. Under the auspices of the CFPFA (Canadian Federation of Professional Forestry Associations), working in consultation with representatives of the accredited University Forestry programs, new standards have been developed. While members were concerned that we ensure standards are not lowered, there was general support for the work. With this backing, at year end, the Council approved proceeding on the basis of these new standards to work out implementation including supporting the CFAB (Canadian Forestry Accreditation Board) in developing new accreditation standards.

Let me close this year on a somewhat lighter vein – an observation. A key to OPFA’s success is contact with individual members; what single issue has caused the highest number of members to contact the office? - - - difficulties logging in to the website.

COMPLAINTS PROCESS (extract from The Professional Foresters Act, 2000)

26. (1) *The Complaints Committee shall consider and investigate complaints regarding the conduct or actions of a member made by,*

- (a) a member of the public;*
- (b) a member of the Association;*
- (c) the Registrar;*
- (d) the Minister.*

(2) *Despite subsection (1), the Complaints Committee shall refuse to consider and investigate a complaint if, in its opinion,*

- (a) the complaint does not relate to professional misconduct, unskilled practice or incapacity on the part of a member; or*
- (b) the complaint is frivolous, vexatious or an abuse of process.*

(3) *No action shall be taken by the Complaints Committee under subsection (5) unless,*

- (a) a complaint in a format required by the by-laws has been filed with the Registrar;*
- (b) the member whose conduct or actions are being investigated has been notified of the complaint and given at least 30 days in which to submit in writing to the Committee any explanations or representations the member may wish to make concerning the matter; and*

(c) the Committee has examined or has made a reasonable effort to examine the information and documents that the Committee believes are relevant to the complaint.

(4) *Notice of a complaint under clause (3) (b) shall include reasonable particulars about any allegations contained in the complaint.*

(5) *The Complaints Committee in accordance with the information it receives may,*

- (a) direct that the matter be referred, in whole or in part, to the Discipline Committee;*
- (b) direct that the matter not be referred under clause (a); or*
- (c) take such action as it considers appropriate in the circumstances and that is not inconsistent with this Act, the regulations or the by-laws.*

REGISTRATION

By Carol Walker-Gayle, Chair

The Registration committee continued to build on the achievements we realized in previous years in refining and documenting protocols that enable consistent application of decision making criteria in the review of applications. We met seven times in 2006 to consider applications for membership and discuss other business that was referred to the committee for consideration. The caliber of candidates that were considered for membership included individuals with extensive experience and more recent graduates who have begun their careers and are progressing well towards increased proficiency in their chosen field. The committee approved registration of 43 members which included 31 full members, 2 associate members and 10 provisional members.

The committee has continued to be mindful of emerging initiatives. We have had discussions about the professional certification standards that have been proposed (i.e., the Inclusivity project) and Bill 124: Fair Access to Regulated Professions Act with a view to identifying potential implications for the OPFA and to ensure that our registration criteria and practices will be in line with any new requirements. Continued monitoring of new developments in these initiatives is expected to continue in 2007.

My participation on the registration committee over the past 6 years has been an amazingly rewarding experience as I've had the pleasure of working with a truly dedicated group of progressive thinking individuals. I've had the opportunity to meet domestic and internationally

trained professionals who share the desire to make a positive contribution to the practice of professional forestry in the province. The opportunity to serve on the committee and to learn from others has helped me to grow both personally and professionally. As my time with the committee comes to an end, I'll take this opportunity to express my sincere appreciation and thanks to all the committee members - both past and present, for their support and for the time and commitment that they have dedicated to advancing the work of the committee and in helping to strengthen the association.

member category	CE	CW	NE	NW	SE	SW	Non Res	Total
ASSO	7	3		4	10	18		42
FULL	53	137	96	222	41	78	11	638
Non Res							56	56
<i>Sub Total Practicing</i>	60	140	96	226	51	96	67	736
LIFE	24	15	1	12	9	50	7	118
PROV	5	1	1	6	4	21		38
STUD				22		2		24
HONR						1		1
Grand Total	94	168	105	280	74	197	77	995

Date joined	Category									Grand Total	
	ASSO	FULL	NR	<i>Sub Total Practicing</i>	HONR	IA	LIFE	PRV	ST		
1958			1	1			1	60		62	
1959			1	1				10		11	
1960								7		7	
<i>SubTotal</i>		2		2		1		77		80	
1961 - 70		4	2	6			8	25		39	
1971- 80		90	6	96			25	10		131	
1981 - 90		170	15	185			27	3		215	
1991 - 00		177	15	192			13	1		206	
2001 +	42	195	18	255	1		4	2	38	24	324
Grand Total	42	638	56	736	1		78	118	38	24	995

CFAB

By Faye Johnson, R.P.F., OPFA Representative and Lorne Riley, R.P.F., CFAB Executive Director

The Canadian Forestry Accreditation Board (CFAB) is responsible for the assessment of Canadian university forestry degree programs for the purpose of meeting academic requirements for professional certification (registration/licensure). Its role is to implement a national accreditation process mandated under a detailed Policy Statement agreed to by its member agencies, the seven professional forester/forest engineer associations of Canada, and the Canadian Institute of Forestry. Its membership is made up of representatives appointed by the member agencies.

The Board was established in 1989 and has been conducting site visitations since 1990. Assessment of academic program is undertaken in accordance with comprehensive subject area standards but includes, also, consideration of facilities and services offered; faculty experience, qualifications and tenure; and the ability of the program to imbue professional qualifications and qualities in students. The regular accreditation cycle for a program is six years, although circumstances may dictate a shorter period for a given program or an interim review to confirm that a program continues to meet accreditation requirements. At present, ten baccalaureate forestry programs in Canada enjoy accredited status. The Board does not accredit programs outside Canada.

The third round of accreditation reviews was completed in 2006 with the assessment of baccalaureate programs at two Canadian Forestry schools. The Honours Forestry Program at Lakehead University underwent full review in March from a team led by Vidar Nordin, R.P.F. The other members of the team were Charles Backman, R.P.F., Faye Johnson, R.P.F. and Janet Schilf, R.P.F. In March also, the University of Northern British Columbia (UNBC) received a team for the conduct of an accreditation extension review of the Ecosystem Science and Management Program (Forestry Major). Because of the lesser depth of this review, the team was composed of two assessors only, Bruce McLean, R.P.F. and Bruce Dancik, R.P.F. The UNBC program had received a three-year, limited-term accreditation in 2003.

The Board met once during the year, in Devon, Alberta, situated just south of Edmonton, in August. Following consideration of the review team reports and related

documentation, the Board granted a full six-year accreditation to the Honours Forestry Program at Lakehead and a three-year accreditation extension (to the maximum six years permitted) to the Ecosystem Science and Management Program (Forestry Major) at UNBC. Certificates of accreditation have been prepared and will be presented to the schools at appropriate opportunities. The Board considered also one-year program status and update reports from the University of Alberta and the University of New Brunswick in follow-up to program reviews conducted at those schools in early 2005.

Through a series of Inclusivity Project workshops and meetings, the Canadian Federation of Professional Foresters Associations (CFPFA) has made much progress in the development of a set of forestry practice certification standards for broad use across the country. The proposed standards would have important implications for the manner in which the Board undertakes its accreditation review service on behalf of its member agencies.

At the August meeting, the Board gave early consideration to steps to be taken once the project is completed and CFPFA member agency approval is assured. (It is expected that this will occur during the coming year.) The most immediate of these steps would be the reworking of the *Policy Statement* and its appendix, the *Academic Standards* for accreditation, to bring the Board's principle guiding document into compliance with the academic requirements for entrance into forestry practice.

Other business matters included discussion of core forestry course instruction by professional foresters/forest engineers and CFAB policy and review procedures with respect to academic standing of students transferring from a diploma program to a degree program.

One change in Board makeup occurred during the year. Greg Branton, R.P.F., the regular member for the College of Alberta Professional Foresters (CAPF) for almost four years, stepped down and was succeeded by Janet Schilf, R.P.F. Ms. Schilf has experience on the Board as the regular member for the CAPF in earlier years.

Board members and alternates at the end of 2006 were Steve Hoyt, R.P.F. (Chairman) and Rod O'Connell, R.P.F. (alt.), Association of Registered Professional Foresters of New Brunswick; Bill Buggie, R.P.F. and Glen Knee, R.P.F. (alt.), Association of Newfoundland-Labrador Registered Professional Foresters; Tom Smith, R.P.F. and Ian Millar, R.P.F. (alt.), Registered Professional Foresters Association of Nova Scotia; René Doucet, ing.f. and Jean-Louis

Brown, ing.f. (alt.), Ordre des ingénieurs forestiers du Québec; Faye Johnson, R.P.F. and David Winston, R.P.F. (alt.), Ontario Professional Foresters Association; Janet Schilf, R.P.F. and Charles Backman, R.P.F. (alt.),

R.P.F. and Jerome Marburg, LL.B. (alt.), Association of British Columbia Forest Professionals; and Bruce Dancik, R.P.F. and Pierre Zundel, R.P.F. (alt.), Canadian Institute of Forestry. The member agencies are currently naming their representatives for 2007. Most of those serving in 2006 are expected to continue their participation in the coming year.

The CFAB Annual Report for 2005, including the then current record of accredited programs, was published in the March/April 2006 issue of *The Forestry Chronicle*. In addition, the Lakehead University and UNBC accreditation decisions were announced in the November/December 2006 issue of the *Chronicle*.

The CFAB website continues on-line at "www.cfab.ca" in both official languages. The site is updated on a regular basis and contains, among others, information on currently accredited programs, the full Academic Standards of the CFAB and news items on the activities of the Board as well as links to the member agencies and the forestry schools having CFAB-accredited programs.

The Board is a regular participant at the meetings of the Canadian Federation of Professional Foresters Associations and was heavily involved in the deliberations of the Federation's Inclusivity Project (see above). The Board maintained its dialogue with the Association of University Forestry Schools of Canada (AUFSC) through correspondence, the provision of an annual update report to the schools and the receipt of periodic reports from AUFSC members. Membership in, and participation in the meetings of, the thirty-member-strong Association of Accrediting Agencies of Canada were continued. The Board has reviewed the AAAC training program for accreditation assessors which went on-line during the year and will subscribe to the program. CFAB assessors, particularly those without previous review experience, will be encouraged to take the course in advance of participation on a site visit. The program is offered in both English and French.

STATUS OF CFAB PROGRAM ACCREDITATIONS AT CANADIAN SCHOOLS OF FORESTRY DECEMBER 2006

Date	Status
March 2004	Laval University, Faculty of Forestry and Geomatics, Forest Environment and Forest Resources Management Program. Accredited for six years to June 30, 2009
August 2004	University of Moncton, Faculty of Forestry, Forestry Sciences Program. Accredited for six years to June 30, 2010.
April 2005	University of British Columbia, Faculty of Forestry, Forest Resources Management Program and Forest Operations Program. Accredited for six years to June 30, 2011
July 2005	University of New Brunswick, Faculty of Forestry and Environmental Management Forest Ecosystem Management Program and Forest Engineering Program. Accredited for six years to June 30, 2011
July 2005	University of Alberta, Faculty of Agriculture, Forestry and Home Economics, Forestry Program and Forest Business Management Program. Accredited for six years to June 30, 2011
August 2006	Lakehead University, Faculty of Forestry and the Forest Environment, Forestry Program (H.S.Sc.F.) Accredited for six years to June 30, 2012
August 2006	University of Northern British Columbia, College of Science and Management, Ecosystem Science and Management Program (Forestry Major) Accredited for three years to June 30, 2009

FINANCE

By Bob Burgar, R.P.F., Chair

The Finance Committee held three meetings during 2006 to make recommendations to Council concerning the Association's finances. Two of the meetings dealt with the regular budget and planning process. The third dealt with the "fraud" issue which will continue an agenda item for the Committee in 2007.

Regular Finance Matters.

1. Proposed Budget for 2007.

The Committee reviewed the proposed budget for 2007 and determined that all aspects of the "Guiding Principles " had been incorporated. the Committee is pleased to note that the budget contained cost estimates for the various activities as the Committee recommended in 2005. The Committee recommended that Council consider the following suggestions when they deal with the 2007 budget;

(a) That Council remain aware of the Committee's concern that there may be significant difficulty in balancing the OPFA obligations and authority under the Act and OPFA revenue.

(b) That Council consider whether there is a need to focus on fewer activities.

Council approved the 2007 budget with a total expenditure of \$ _____ .

2. Revised Accounting Format

The Committee reviewed a proposed new set of accounts that would allow a cleared reporting of planned and actual results in relation to budget expenditures. This would permit integration of annual budget and operational plans and would reinforce costing of new initiatives.

The Committee endorsed the proposed structure and recommended Council approval.

3. Budget and Operations Framework

The Committee suggested that the Association identify items within the Act, Regulations, and by-laws that the OPFA; (a) MUST DO; (b) SHOULD DO; (c) MAY DO; and use these as a framework for preparing and considering future budget and Annual plans.

4. OPFA Liability and D&O Insurance. The Committee requested an investigation of the adequacy of the OPFA's liability insurance coverage to protect the Association if sued by a "Disciplined Member" or an "Unsuccessful Candidate". The Committee has been advised verbally that the present coverage is adequate.

The Committee will pursue a written opinion on this matter in 2007.

5. Overhead Cost Reduction

Two avenues to reduce our overhead costs were studied in 2006.

(a) Changing office location

The Committee reviewed a proposal from "Suiteworks" for a new location in Barrie at a reduced cost. But in view of the "fraud " developments this proposal has been cancelled. Accommodation, other than the present site and at a reduced cost will be pursued in 2007.

(b) Partnering

Partnering with another small professional regulator such as Surveyors or Agrologists or with another forestry related organization such as the Ontario Forestry Association has been studied in an effort to reduce administration costs. Although partnering may save some money the Committee expressed the following cautions:

1. may cause some loss in quality of service to Members the OPFA office has good Member relations and is good at finding efficiencies)

2. there is a growing need for the Executive Director/Registrar to spend more time on senior" functions The Committee recommended continuing to explore this option but focus on retaining good Member relations. The Committee would prefer a forestry connection if all other benefits are equal.

6. Fraud/Embezzlement Issue

The Committee held one meeting, including a conference call with the Auditor, to discuss this issue. A Management letter from the Auditor, recommending actions to prevent future instances of fraud was studied by the Committee. Several of the recommendations have already been implemented; bookkeeping and preparation of cheques outsourced; signing officers changed; signing officers NOT using stamps (makes a cumbersome process but does achieve separation of duties); bank reconciliations are planned to be bi-monthly; monthly financial reporting instituted.

The Committee has consciously moved away from dealing with matters of detail to look at more strategic matters and make recommendations to Council. The Committee has discussed whether a more detailed review of monthly reconciliations and monthly statements should be added to the Committee's Terms of Reference to aid in preventing future fraud/embezzlement/theft losses to the Association. A revised Terms of Reference for the Finance Committee will be discussed in 2007 and, after meeting with the Auditor, recommendations will be made to Council regarding the Finance Committee's future role in overseeing the details of the Association' financial operations.

RECOGNITION & AWARDS

By John Cary, R.P.F.

The Recognition and Awards Committee selected three members for our leading honours:

Rod Gemmell received a plaque as an **Honoured Professional Award**. This award is presented to a member who has made an exemplary and significant contribution to the Ontario Professional Foresters Association and/or to forestry in Ontario. **Norm Cottam** also received a plaque, in his case as **Forester of the Year Award**. This award recognizes contributions of more recently registered professional foresters.

The second **John H. Sellers Award** was presented to **Lorne Riley**, in recognition of outstanding achievement in the promotion and awareness of professional forestry in Ontario.

As is our custom, Certificates of appreciation were presented to members who had stepped down after serving on various committees:

Rob Tomchick, Councilor Northeast

Martin Streit, Councilor Central East

Susan Jarvis, Councilor Southwest

Nick Baggs, Councilor At Large

Craig Howard, Editorial Board

Jim Coats, Recognition & Awards

Jim Cayford, CFAB Representative

Membership Standards

Recognition & Awards

Paul McAlister, Membership Standards

Gary Murchison, Membership Standards

Glen Swant, Membership Standards

Bill Hubbert, Membership Standards

Terry Schwan, Discipline Committee

Ken Elliott, Discipline Committee

Greg Corrigan, NE Regional Advisory

Committee Rep

25 Year Silver Pins recognize those who have notably maintained membership. In 2006, pins were awarded to:

Steve Banducci, Phil Bunce, Allan Cameron-

Rod Carrow, Don Craig, Mike Crawford, John

Forster, Rob Galloway, Ernest Hardy, George

Graham, Bill Huff, Steve Kent, Mac Kilgour,

Mark Leschishin, Glenn McLeod, Rob Mears,

John Monczka, Lorne Morrow, Brian Nicks,

Harry Pearce, David Puttock, Mike Radford, isa

Raianen, Rick Rhem, Mark Ryans, Jack Smyth,

Mac Squires, Peter Street, Shannon Teskey,

Rob Tomchick, Don Trudeau, Wayne Young

CONTINUING EDUCATION

By Richard Macnaughton, R.P.F. Chair

The Continuing Education Committee started the year by pursuing a next step in our quality control efforts regarding member practices. A resolution was developed proposing that members C.E. reporting be subject to occasional audit to increase the public's ability to rely upon our regulatory processes. Presuming support from Members, we expected to use this year to work through implementation including related by-law changes. Members did support the proposal, but not unanimously and not without resistance from some. In considering the resolution Council decided to defer action while considering the broader issues of ensuring competence and currency. A separate Working Group was struck.

Meanwhile, the C.E. Committee members, continued their work, responding to requests to assess the credits that might be earned by full, attentive attendance at seminars, workshops, etc. A relevant program can be posted on our website, whether or not C.E. credit potential has been assessed. Assessment requires a more complete program outline than is usually available in a notice or listing.

Rick Monzon chaired the Committee early in the year. I am pleased to have been asked to succeed him later in the year.

WEBSITE

By Dave Legg, R.P.F. and Lorne Riley, R.P.F., Co-Chairs

With much energy having been expended in the development of the new website in the preceding year, 2006, as a year of consolidation and minor upgradings to design and content, might be termed as having been more "relaxed" - which in no way suggests any lack of activity or things accomplished.

The new site has brought many positive comments and quite a number of suggestions for specific improvements as well as enquiries about various of the site's new functions. Perhaps the most common enquiry has been how to access the members' side of the site. The procedure was explained in a letter to all members prior to the 2006 AGM and can be obtained through contact with the OPFA office. Bruce Weild, the site designer, continued to assist the committee on an as-needed basis.

During the year the committee met in plenary at the time of the 2006 AGM in Sault Ste. Marie. In addition, a core group consisting of the co-chairs (former), committee member Melissa Ginsberg and Tony Jennings convened roughly bi-monthly in teleconference to deal with matters of immediate concern and need. Most common meeting discussion points centred on site structure and improvement, access and navigation, up-

dating of content and responsibilities of committee members to ensure informative and current content.

The 2006 AGM saw the site used for meeting registration for the first time. It had its glitches but appears to have worked reasonably well and was a learning experience that will be of benefit not only for future meetings but also for other interactive on-line functions.

The site has proved to be quite popular. There were well over 30,000 visits during the year, although it is difficult to say how many discreet visitors this represents, and total hits approached a half million. The average number of pages viewed per visitor was just under five. The average session length was a little over 3-1/2 minutes. While the numbers need to be viewed with caution, they are encouraging and suggest that the site is filling an appropriate role for the Association.

Dave Legg and Lorne Riley stepped down as Co-chairs at the end of the year. This had been intended a year earlier but they had agreed to continue on for a subsequent year. Greg Pawson has kindly agreed to take up the post of Chair starting with 2006/07 Association year and we heartily welcome him. Members leaving the committee during the year were Mike Rosen, and Melissa Ginsberg who left the employ of the association in mid-year.

The Co-chairs wish to express their sincere thanks to all who contributed to the activity of the Committee during the year.

As in the past, the Committee seeks the involvement of Association committees and encourages them to submit news of activities, meeting report synopses, updates of terms-of-reference, annual reports, committee member lists and any other information that a committee may feel is of interest to the general membership. It is the Committee's aim to see the website continue to grow and improve and be of significant value to the members of the Association. It also a goal to have the website present a readily accessible source of information to the general public.

Member input and comments are always welcome. Contact any of the Committee members through the dedicated e-mail address "webmaster@opfa.ca".

MINUTES – ANNUAL GENERAL MEETING 2006**Water Tower Inn, Sault Ste. Marie April 28, 2006****1) Call To Order**

President Craig Howard called the meeting to order at 1:15 p.m. and noted that we would deal with one matter out of the planned order of the Agenda.

2) Softwood Lumber update

A brief AV presentation on the history of the Softwood dispute was shown and then Bill Thornton R.P.F. reviewed the Framework agreement that had just been announced by the USA and Canadian governments. Among other things, he noted its complexity and suggested that the final wording of the agreement could take several months. Bill apologized that he could not stay longer and left the meeting. His presence and, earlier in the Conference, Minister Ramsay's were particularly appreciated given the pressure of softwood dispute processes (and in the Minister's case the demands of the Caledonia blockade).

3) Members and Proxies

The President noted that we had a quorum as there were 44 members in attendance and that 13 proxies have been received.

4) President's Remarks

The President welcomed members and noted that guests are welcome, though they may not vote.

The President noted that some administrative problems were affecting the AGM (Annual General Meeting, often referred to as the Business Meeting) this year:

The Annual Report will be mailed with the June Newsletter. Though the reports from Officers and Committees were available at the meeting, the financial statements and auditor's report were not ready.

The notice of proposed bylaw changes and proxy forms were also late; some members were just receiving them now. Thus, it was inappropriate to approve the changes at the meeting. However, our By-laws allow for voting by mail. While those present could discuss the changes, the vote was deferred to the June mailing.

Both matters were the result of administrative and postal delays and there was no cause for alarm.

5) In Memoriam

The President noted the members who passed away since the last Annual Meeting and those assembled observed a moment of silence in their memory:

Ed Sutherland, Warren Moore, Thomas White, John Hamilton, Ross Grinnel, Ken Hearnden, Fred Robinson, Craig Boddy

6) Approval of Minutes of 2005 Annual Meeting

The President noted that the minutes of the 2005 AGM were in the printed material.

Motion: Richard Macnaughton/Matt Hollands: That the minutes of the 2005 Annual Meeting be approved as presented. **Carried.**

7) 2005 Resolution Update

One resolution was passed at the 2005 Annual General Meeting. The resolution was as follows:

Motion: Carol Walker-Gayle/Rick Monzon – Whereas Associate members of the Ontario Professional Foresters Association are contributing members of the association who adhere to professional standards of practice and are bound by the code of ethics of the Association,

Be it resolved, that Council give consideration to amending the relevant sections of Bylaw 1 (e.g. section 3.2,) and any other bylaws of the Association as appropriate, to enable Associate members to serve on Council and statutory committees under the Act.

Carried: 40 in favour; 5 abstentions

The intent of the resolution will be met in the first proposed by-law amendment approved by Council and to be considered by mail in June. Given the unopposed support last year, and the fact that elections will take effect next December, Council decided to ask Laird Nelson to act until then as a participating observer on behalf of his fellow Associate Members. He attended the last meeting of Council with this status and will continue to attend until the newly elected Council for

2006-7 takes office December 1, 2006.

8) Recognition of New Members:

The President noted that at the previous AGM, Members agreed to re-introduce recognition and welcome for new members. This was done at the Regional Seminars. He asked any in attendance who have joined OPFA since the 2005 AGM, to stand and introduce themselves and there was a round of welcoming applause for Trevor White.

President Craig noted that at the Fall Seminar in the Sault, he had asked Trevor and Dean Assinewe to canvas their peers.

What do they expect from the OPFA?

What can they do for the OPFA.

While the response they got was limited, he was still expecting us to pursue the matter.

9) Report of Council

In speaking to the report, President Howard acknowledged Laird Van Damme and Bill Baker who were stakeholders in a matter and had allowed OPFA to use material for the well received case study at our fall regional seminars.

He also noted a growing concern about the balance between northern and southern forestry, between urban and rural forestry, noting that Mike Rosen had been particularly clear in expressing this concern. Councillor Jim McCready is leading an effort that may begin to address this set of issues and define the role OPFA might play.

David Winston noted that there were model forests receiving federal funds that may play a role in these matters and encouraged OPFA involvement. Lorne Riley suggested some form of partnership might be explored.

Motion: Herb Bax/Brian Callaghan – “that the President’s report on behalf of Council be accepted as presented” **Carried.**

10) Report of Executive Director

Motion: Lorne Riley/Lloyd Burrige – “that the report of the Executive Director be accepted as presented. Carried

11) Finance

Report of the Finance Committee

In the absence of the Chair, Bob Burgar, David Winston noted that the Committee continued to be concerned about potential future challenges and the need to continue to build our reserves.

Motion: David Winston/ Richard Macnaughton – “that the report of the Finance Committee be accepted as presented. Carried

Auditors Report

Since the Auditor’s report was not available, members were asked to delegate authority for acceptance to Council. A review of the by-laws indicated that this procedure would be acceptable and it was noted that this was really receiving the report rather than approving it, as we are not able to “direct” the auditor.

Motion: Richard Macnaughton/Martin Litchfield – “that acceptance of the Auditors report for the year ending November 30th, 2005 be delegated to the Council” **Carried**, with 1 abstention

Appointment of Association Auditor for the year ending November 30th, 2006

Given the absence of the financial and auditor’s reports, Members raised questions about the recommended re-appointment of the auditor. Members were assured that the delay should not be attributed to any problem with the auditor.

Motion: Richard Macnaughton/Herb Bax – that the firm of Caldana Girardi be appointed as Auditor for the Association for the year ending November 30th, 2006” Carried

12) Committee Reports

(note: these are 2005 reports so the 2005 Chairs are referenced)
Registration Committee

Motion: Susan Jarvis/Astrid Nielsen – “that the report of the Registration

Committee be accepted as presented” **Carried**

Recognition and Awards

In the absence of Jim Cayford, who chaired the committee during the 2005 year, Current committee chair John Cary noted that he planned to review our current awards and recognition practices. He noted for instance that Awards had been given at the Banquet.

Motion: John Cary/Gregory Pawson – “that the report of the Recognition and Awards Committee be accepted as presented” **Carried**

Canadian Forestry Accreditation Board (CFAB)

Motion: Lorne Riley/ David Winston – “that the report of the Canadian Forestry Accreditation Board be accepted as presented” **Carried**

Website

Motion: Lorne Riley/ Roy Maki – “that the report of the Website committee be accepted as presented” **Carried**

Continuing Education

Motion: Mona Wiltshire/Norma Griffin: – “that the report of the Continuing Education Committee be accepted as presented” **Carried**

13) Ratification of Actions of Council

In response to a query about whether this motion should be considered in light of the missing financial report, other members noted that this was to approve what Council has already done.

Motion: John Cary/Richard Macnaughton – “that all acts, contracts, By-laws, proceedings, appointments, elections and payments enacted, made, done and taken by the Council and officers of the Association since the last Annual meeting of the Association to the date hereof, as the same are set out or referred to in the minutes of the Council, or in the financial statements submitted to this meeting, be and the same are hereby ratified, approved, sanctioned and confirmed” **Carried**

14) Changes to the OPFA By-laws

While reminding the Members that voting would be done by mail, the President called for discussion of each of 4 proposals (3 amendments and one addition).

Amendment No. 1

BY-LAW No. 1 Section 3.2.2. (Section 3.2 deals with Membership Rights)

That section 3.2.2 of Bylaw 1 is amended by deleting the first two words: “Associate and”, so that it would read:

“Provisional Members shall not be eligible to serve on Council or any statutory committees under the Act, but may serve on such other committees or subcommittees as, and when, Council may deem it appropriate.”

There was no discussion or dissent.

Amendment No. 2

BY-LAW No. 1 Section 3.5.1 – Termination of Registration

That section 3.5.1 of Bylaw 1 is amended by deleting

“. . . upon the death, resignation, suspension or expulsion of a member. . .” and replaced these words with: *“. . . upon the death or resignation of a member or the suspension, cancellation or revocation of their certificate of registration”*

so that it would read:

“Registration shall terminate upon the death or resignation of a member or the suspension, cancellation or revocation of their certificate of registration, or upon the expiry of the registration requirements applicable to the category or to the member or the expiry of a term, condition or limitation assigned to the member by the Registration Committee which results in the termination of the registration.”

There was no discussion or dissent.

Amendment No. 3

BY-LAW No. 3

That Bylaw 3 is repealed and replaced by the following:

“Conflict of Interest.

In this By-law:

(1) “Related person” means a person connected with a member by blood relationship, marriage or adoption, and,

a) Persons are connected by blood relationship if one is the child or other descendent of the other or one is the brother or sister of the other,

b) Persons are connected by marriage if one is married to the other or to a person who is connected by blood relationship to the other, and

c) Persons are connected by adoption if one has been adopted, either legally or in fact, as the child of the other or as the child of a person who is so connected by blood relationship, except as a brother or sister, to the other.

(2) "related corporation" means a corporation wholly or substantially owned or controlled by the member or a related person to the member.

(3) A conflict of interest exists where there is an arrangement or relationship between the member or a related person or a related corporation and a person where it could be reasonably concluded that the exercise of the member's professional expertise or judgment is or may be influenced by the arrangement or relationship. A conflict of interest may be actual, potential or perceived.

(4) A member shall promptly provide to a the Registrar or his designate, any document or explanation requested about the member's arrangement or relationship within

another person or corporation to enable the Association to assess whether there is a conflict of interest."

A Member questioned whether common law marriages needed to be explicitly mentioned. Others responded that this was understood to be within the definition of marriage.

There was no further discussion or dissent.

Proposed Addition to the By-Laws

BY-LAW No. 6

6. Complaints

6.1 Complaints regarding the actions or conduct of a Member are to be filed with the Registrar of the OPFA and shall include, to the extent reasonably available, the information outlined in the Form set out below.

6.2 Provided that the required information is provided, a complaint shall not be rejected or considered void, solely because the specified Form was not used.

6.3 The Form may be accompanied by such additional documents as the complainant deems appropriate.



COMPLAINT FORM

Please answer as many of these questions as you can. File the form and relevant documents with the Registrar at the OPFA Office.

Complainant Information

Name: _____

Home Address: _____

City: _____, Postal code: _____

Ph: _____ Fax: _____

Email: _____ Cell: _____

Business Name (if relevant) : _____

Address: _____

City: _____, Postal code: _____

Ph: _____ Fax: _____

Email: _____ Cell: _____

You may contact me at: home business
(select one or both)

Are you a member of the OPFA? Yes No

If yes, member # _____

Respondent Information (Member against whom your complaint is made)

Name: _____

Address: _____

City: _____, Postal code: _____

Ph: _____

Fax: _____

Email: _____

Cell: _____

Business: _____

Address: _____

City: _____, Postal code: _____

Ph: _____ Fax: _____

Email: _____ Cell: _____

OPFA Member # _____

There was no discussion or dissent.

15) Fee Schedule A) 2006/2007

A small clarification was suggested to the recommended motion. It was noted that this would be a third year with no increase.

Motion: Gordon Cumming/Brian Callaghan – “that the Current Fee Schedule for 2004/2005 as fixed by Council and approved at the Annual Meeting in 2004, be ratified for the year. 2006/7” **Carried**

16) Resolutions

President Howard called upon Norma Griffin, acting at the request of the Annual Meeting Committee to present resolutions that had been gathered.

Resolution 2006-1

Moved: Lloyd Burrige, R.P.F. Seconded: Al Cameron, R.P.F.

Whereas the OPFA enabling legislation (Bill 110) contains reference to urban forestry, and

Whereas the Canadian Forestry Strategy has as one of its goals, the strengthening of the urban forestry component, and

Whereas the urban forestry field is expanding rapidly, and

Whereas the OPFA formerly had an urban forestry committee,

Be it resolved that Council give consideration to reestablishing the urban forestry committee to explore mutual concerns with the municipal arborist/urban forestry committee of the International Society of Arboriculture (ISA) and other interested parties. **Carried Unanimously**

Resolution 2006-2

Moved: Astrid Nielsen, R.P.F. Seconded: Susan Jarvis, R.P.F.

Whereas Life Membership is intended to recognize a combination of long membership and retirement from practice, and

Whereas some Life Members are finding it attractive or necessary to practice occasionally, putting themselves at risk professionally, and Whereas Candidates (Applicants) who apply for membership are required to provide sponsors who are familiar with their work and can confirm that it was done at a professional level, and

Whereas the Registration Committee encounters sponsors who are less familiar with a membership Candidate’s work than is desirable,

Nature of complaint

What is the general nature of your complaint?

Please describe your complaint in your own words. Please attach separate sheet of paper if required.

Documents related to complaint

Contacts relevant to complaint

Please include copy each of any documents pertaining to your complaint with this form, including any contracts, correspondence, notes or diary entries. Please include above or on a separate page, a list of documents provided.

Please include above or on a separate page, a list of the names, addresses, telephone and fax numbers of any persons who may need to be contacted regarding your complaint.

Signature

Dates

and membership Candidates who are trying to identify suitable sponsors after they have achieved the required 18 months suitable work experience, and

Whereas other Provincial regulators of Professional Forestry, with whom we have reciprocal recognition of RPFs, require that the work experience be undertaken as an "articling" period while enrolled in their Association as Forester-in-Training, under the oversight of sponsors,

Be it therefore resolved that we ask Council to consider revising the Membership classes and the related requirements, including particularly, but not solely: Extending the prior long membership requirement for Life Membership, Recognizing the right of Life Members to practice, if they are meeting continuing competency efforts like other active members (Full, Associate, Non-Resident), and Requiring membership in the Provisional class (or a re-named Forester in Training class) while undertaking the required work experience, with sponsors identified upon initial "enrollment" into the Provisional Class. **Carried Unanimously**

Resolution 2006-3

Moved: Richard Macnaughton, R.P.F.

Seconded: Mona Wiltshire, R.P.F.

Whereas, the Ontario Professional Foresters Association has developed a mandatory reporting process for continuing education (CE) activities; and

Whereas, there is a need to demonstrate to the public that professional foresters are maintaining their competency such that the forests of Ontario continue to be managed to the highest possible standards; and

Whereas, a new phase in practice competence through an auditing process of Members' CE records is required;

Now therefore be it resolved, that the Council give consideration to: the development of an internal Continuing Education audit program, as a next step in requiring practice competence. This program would be focused on ensuring that OPFA members are maintaining and recording information on training in an appropriate manner. Sufficient detail would be recorded such that if audited, an auditor would be able to determine if a member was maintaining their CE records in a manner that clearly indicates that the CE activity was undertaken by the member and the number of credits associated with each CE activity is properly recorded. **carried** (25 For; 3 Opposed; 4 Abstaining)

17) **Other Business**

The President inquires if there is any other business for discussion.

Motion: Lloyd Burridge/ Al Cameron - Be it resolved that the members of the local organizing committee received individual thanks from the President on behalf of the membership **Carried**

18) **2007 Annual Conference**

President Craig Howard acknowledged the leadership of Carl Corbett As chair of the Annual Conference Committee for 2007 and noted that they are already successful in obtaining initial sponsorships. As the 2007 Meeting will be our 50th, members were encouraged to plan now to attend. He noted too that chartered flights are being explored to reduce member costs.

19) **2008 Annual Conference?**

President Craig Howard noted that we started last year to identify future locations two years in advance. While Thunder Bay would return us to a traditionally successful location, we would welcome others volunteering.

20) **Acknowledgements**

President Craig Howard acknowledged the excellent organization and design of the 2006 Annual Conference and asks the meeting to show their thanks to the organizers and Nancy Houle's leadership as Chair

Heather Barns; Dan Cooligan; Steve Dominy; Norma Griffin; Rhonda Hancherow; Craig Howard; Richard Macnaughton; Greg Pawson; Stan Phippen; Brian Polhill; Jason Pollard; Richard Raper; Dan Rouillard; Erik Wainio;

He noted Bob Currell who chaired the successful CIF Breakfast and Jim Miller who was responsible for the Field Trip

21) **Adjournment**

At 3:25 p.m. the meeting adjourned on the following motion:

Motion: Carl Corbett/ – "that the 2006 Annual General Meeting be adjourned" **Carried**

Ontario Professional Foresters Association

Audited Financial Statements

November 30, 2006

*Ernst & Young
Chartered Accountant*

Ontario Professional Foresters Association

Index

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- Balance Sheet
- Statement of Operations
- Statement of Members' Equity
- Statement of Cash Flows
- Notes to Audited Financial Statements

ED GIRARDI, B.B.A., C.A.
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L4C 3B3

Telephone: 905-884-8644
Fax: 905-884-6992

AUDITOR'S REPORT

To: The Members of the Ontario Professional Foresters Association

I have audited the balance sheet of Ontario Professional Foresters Association as at November 30, 2006 and the statements of operation, members' equity and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluation the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at November 30, 2006 and the results of its operations and its cash flows for the year then ended in accordance with generally accepted accounting principles.

Richmond Hill, Ontario
April 6, 2007



Chartered Accountant
Licensed Public Accountant

Ontario Professional Foresters Association

**Balance Sheet
As at November 30**

	2006	2005
Assets		
Current		
Cash	\$ 30,839	\$ 1,678
Accounts receivable	1,698	6,644
Due from Ontario Professional Forestry Foundation	6,139	1,698
Prepaid expenses and deposits	38,676	1,593
Litigious amount recoverable (Note 5)	56,220	11,613
Other		25,465
	213,088	210,331
Investments (Note 3)	4,395	3,733
Accrued interest (Note 3)	217,483	214,064
	\$ 312,379	\$ 251,142
Liabilities and Members' Equity		
Current		
Bank indebtedness	\$ 17,777	\$ 2,838
Accounts payable and accrued liabilities	14,128	37,021
Prepaid membership fees	20,407	39,859
	52,312	211,283
Members' equity	260,067	211,283
	\$ 312,379	\$ 251,142
On behalf of the Board:		
<hr/>		
President	<hr/>	
	Registrar & Executive Director	

The accompanying notes are an integral part of these financial statements.

*Ed. Grand
Chartered Accountant*

Statement of Operations — For the Year Ended November 30

	2006	2005
Income		
Memberships	\$302,955	\$313,470
Application and Examination	7,060	9,235
Annual general meeting	14,565	2,762
Miscellaneous	3,705	1,440
Interest on investments and deposits	6,847	6,544
	<u>335,132</u>	<u>333,451</u>
Expenses		
Professional fees	8,283	4,068
Bank charges	5,903	6,137
Office rent, maintenance and repairs	18,438	19,505
Equipment purchases, rentals and service	3,449	6,645
Office supplies and printing	13,189	17,515
Postage	6,406	4,358
Telecommunications	4,268	3,379
Management compensation, wages and benefits	120,210	135,481
Council travel and meetings	23,001	21,815
Committee expenses and projects	14,787	28,775
Newsletter costs	14,554	15,519
Licensing	691	1,714
National accreditation and affairs	7,556	6,654
Complaints and discipline		
Advertising and promotion	10,406	-
Director's liability insurance	24,745	25,992
Website	4,316	2,307
	6,146	-
	<u>286,384</u>	<u>299,864</u>
Net Income	<u>\$ 48,784</u>	<u>\$ 33,587</u>

The accompanying notes are an integral part of these financial statements

Statement of Members' Equity**For the Year Ended November 30**

	2006	2005
Members' equity, beginning of year	\$211,283	\$177,696
Net income for the year	48,784	33,587
Members' equity, end of year	\$260,067	\$211,283

The accompanying notes are an integral part of these financial statements

Ontario Professional Foresters Association

Statement of Cash Flows

For the Year Ended November 30

	2006	2005
Cash provided by (used for):		
Operations		
Net income for the year	\$ 48,784	\$ 33,587
Changes in non-cash working capital components:		
Prepaid expenses and deposits	(4,546)	(454)
Accounts receivable	(24,195)	(1,604)
Accounts payable and accrued liabilities	11,290	(413)
Due from Ontario Professional Forestry Foundation	965	
Litigious amount recoverable	(30,755)	(25,465)
Prepaid membership fees	(16,614)	(43,309)
	(64,820)	(70,280)
Decrease in cash during the year	(16,036)	(36,693)
Cash position, beginning of year	215,742	252,435
Cash position, end of year	\$ 199,706	\$ 215,742
 Cash position represented by:		
Cash (Bank indebtedness)	\$ (17,777)	\$ 1,678
Investments	213,088	210,331
Accrued interest	4,395	3,733
	\$ 199,706	\$ 215,742

Ontario Professional Foresters Association**Notes to Audited Financial Statements For the Year
Ended November 30, 2006****1. General**

The Ontario Professional Foresters Association ("the Association"), established in 1957, serves as a governing body for professional foresters, ensuring professionalism and accountability. The Association is incorporated under the laws of Ontario and has no share capital.

2. Summary of Significant Accounting Policies**Revenue recognition**

Membership fees of the Association are recognized as revenue in the year to which the fees apply.

Investments

Investments consist of Guaranteed Investment Certificates and are recorded at the lower of cost and market value.

Capital assets

Council approved charging to expense purchases of office equipment for 1990 and subsequent years. In 2006 capital assets in the amount of \$1,827 (2005: \$3,573) were expensed.

Prepaid membership fees

Required fees received in the current year which pertain to the subsequent year are shown as a liability in the financial statements.

Contributed services

Volunteers contribute their time each year to assist the Association in carrying out its various activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

3. Investments

The market value of investments at November 30, 2006 was \$213,088 (2005: \$210,331) and they consist of the following:

Ontario Professional Foresters Association

Notes to Audited Financial
Statements For the Year Ended
November 30, 2006

4. Lease Commitment

The Association leases office premises at 8000 Yonge Street, Innisfil, Ontario. Monthly lease payments for the premises are \$1,315, including taxes. In addition, the Association is required to pay a pro-rata share of realty taxes and common maintenance costs. Currently the premises are being leased on a month to month basis.

5. Litigious Amount Recoverable

The Council (Board of Directors) is pursuing legal action regarding the misappropriation of Association funds. A claim has been filed with the Ontario Superior Court of Justice against a former administrative assistant of the Association which includes the amount of the embezzled funds as well as special damages for increased professional fees and general damages for business interruption. The identified amount being sought has been included in the balance sheet, rather than the statement of operations, since the Board is pursuing recovery of the funds.