



The Ontario Professional Foresters Association

# *Annual Report 2015*



# Ontario Professional Foresters Association 2015 Annual Report

Ontario Professional Foresters Association

5 Wesleyan Street, #201

Georgetown, ON

L7G 2E2

[www.opfa.ca](http://www.opfa.ca)

Email: [opfa@opfa.ca](mailto:opfa@opfa.ca)

Ph: (905) 877-3679

Fax: (905) 877-6766

## EXECUTIVE DIRECTOR

Fred Pinto, R.P.F.

## REGISTRAR

Susan Jarvis, R.P.F.

## ADMINISTRATION

Jim Parker, R.P.F. (Hon.), Enforcement Coordinator

Priscilla Doyle, BBA, Office & Registration Coordinator

Janice Sukhiani, Bookkeeper & Office Assistant

*The OPFA Annual Report 2015* is published under  
the Professional Foresters Act, 2000  
Printed in Ontario, Canada

## REPRINT PERMISSION

Requests to use material published in *The OPFA Annual Report 2015* should be directed to the Executive Director,  
Georgetown, ON

## COUNCIL

### 2014-2015

#### PRESIDENT

Martin Neumann, Associate

#### VICE PRESIDENT

Astrid Nielsen, R.P.F.

#### PAST PRESIDENT

Graeme Davis, R.P.F.

#### COUNCILLOR-NORTHWEST

**Tyson Williams, R.P.F. †**

#### COUNCILLOR-NORTHEAST

Aaron Palmer, R.P.F.

#### COUNCILLOR-CENTRAL WEST

Denis Gagnon, R.P.F.

#### COUNCILLOR-CENTRAL EAST

Jeff Muzzi, Associate

#### COUNCILLOR-SOUTHWEST

Ken Elliott, R.P.F.

#### COUNCILLOR-SOUTHEAST

Richard Raper, R.P.F.

#### COUNCILLOR-AT-LARGE

Sarah Bros, R.P.F.

#### PUBLIC MEMBERS \*

Michael Barker  
Susan Gesner  
Mark Kuhlberg  
Brian Kurikka  
Dianne Miller

*Highlighted names are members of the Executive Committee*

*†Partial year*

*\* Public members are appointed by the Lieutenant Governor of Ontario*

# Table of Contents

Committees .....	4
<b>President’s Message</b> .....	7
<b>Executive Director’s Report</b> .....	8
<b>Registrar’s Report</b> .....	10
Finance and Audit Committee Report .....	14
Registration Committee Report .....	15
Membership Statistics .....	16
Awards & Recognition Committee Report .....	17
Editorial Board Report .....	23
Website Committee Report .....	24
Competency Support Committee Report .....	25
Private Land Forestry Committee Report .....	27
Crown Lands Forestry Committee Report .....	28
Urban Forestry Committee Report .....	30
Canadian Forestry Accreditation Board Report .....	31
Annual General Meeting 2015 Minutes .....	34
Financial Statements .....	ff
Acknowledgements .....	55

*This report covers the fiscal year December 1, 2014 to November 30, 2015*

# Ontario Professional Foresters Association 2015 Annual Report

## COMMITTEES

### Executive Committee

#### CHAIR

Martin Neumann, Associate  
President

#### MEMBERS

Mike Barker –Public Member \*  
Graeme Davis, R.P.F.-Past President  
Astrid Nielsen, R.P.F.– Vice President  
Sarah Bros, R.P.F.-Councillor

### Registration Committee

#### CHAIR

Paul Poschmann, R.P.F.

#### MEMBERS

Jack Harrison, R.P.F.  
Frank Knaapen, R.P.F.  
Jim McCready R.P.F.  
Ulf Runesson, R.P.F.  
Sarah Sullivan, R.P.F.

#### COUNCIL MEMBERS

Richard Raper, R.P.F.  
Mark Kuhlberg-Public Member \*

### Complaints Committee

#### CHAIR

Dave Puttock, R.P.F.

#### MEMBERS

Brian Barkley, R.P.F.  
Jeff Barton, R.P.F.  
Allan Foley, R.P.F.  
Bill Hubbert, R.P.F.  
Laird Nelson, Associate

#### COUNCIL MEMBERS

Jeff Muzzi, Associate  
Aaron Palmer, R.P.F.  
Brian Kurikka-Public Member \*  
Dianne Miller-Public Member \*

### Discipline Committee

#### CHAIR

Ed Tear, R.P.F. (Ret.)

#### MEMBERS

Greg Pawson, R.P.F.  
Rob Tomchick, R.P.F.

#### COUNCIL MEMBERS

Ken Elliott, R.P.F.  
Denis Gagnon, R.P.F.  
Susan Gesner-Public Member \*

### Website Committee

#### CHAIR

Greg Pawson, R.P.F.

#### WEBMASTER

Dave Legg, R.P.F. †

#### MEMBERS

Carl Corbett, R.P.F.  
Fred Dewsberry, R.P.F.

### Nominations Committee

#### CHAIR

Graeme Davis, R.P.F.

#### MEMBERS

Gord Cumming, R.P.F.  
Paul Poschmann, R.P.F.  
Terry Schwan, R.P.F.

### Awards & Recognition Committee

#### CHAIR

David Milton, R.P.F. (Ret.)

#### MEMBERS

Ken Armson, R.P.F. (Ret.)  
John Cary, R.P.F.  
Kevin Reese, R.P.F.  
Jenny Tallman, R.P.F.  
Michael Willick, R.P.F.

### Finance & Audit Committee

#### CHAIR

Bob Burgar, R.P.F. (Ret.)

#### MEMBERS

Bob Boyce, R.P.F.  
Carl Corbett, R.P.F. (Ret.)  
Bohdan Kowalyk, R.P.F.  
David Milton, R.P.F. (Ret.)  
Judy Sewell, R.P.F.  
Dave Winston, R.P.F. (Ret.)

### Editorial Board

#### CHAIR

Matt Benson, R.P.F.

#### EDITOR

Caroline Mach, R.P.F.

#### MEMBERS

Sarah Bros, R.P.F.  
Jim McCready, R.P.F.  
Lauren Quist, R.P.F.  
Tony Ritchie, R.P.F. (Ret.)  
Mike Rosen, R.P.F.  
Eric Thompson, R.P.F.  
Matt Wilkie, R.P.F.

*Denotes Statutory Committee*

† *Partial Year*

\* *Public members are appointed by the Lieutenant Governor of Ontario*

# Ontario Professional Foresters Association 2015 Annual Report

## COMMITTEES

### Urban Forestry Committee

#### CHAIR

Mike Rosen, R.P.F.

#### MEMBERS

Lloyd Burridge, R.P.F. (Ret.)  
John Cary, R.P.F.  
Anne Koven, R.P.F. (Hon.)  
Jim McCready, R.P.F.  
John McNeil, R.P.F.  
Astrid Nielsen, R.P.F.  
Shelley Vescio, R.P.F.  
Carol Walker, R.P.F.

### Private Land Committee

#### CHAIR

Bob Bugar, R.P.F. (Ret.)

#### MEMBERS

Sarah Bros, R.P.F.  
Al Corlett, R.P.F.  
Ken Elliott, R.P.F.  
Peter Hynard, R.P.F.  
Caroline Mach, R.P.F.  
Martin Streit, R.P.F.  
Eric Thompson, R.P.F.  
Linda Touzin, R.P.F.  
Peter Williams, R.P.F.

### Crown Lands Committee

#### CHAIR

Michael Barker, Public Member

#### MEMBERS

Sarah Bros, R.P.F.  
David Gordon, R.P.F. (Ret.)  
George Graham, R.P.F.  
Craig Howard, R.P.F.  
David Milton, R.P.F. (Ret.)  
Peter Nitschke, R.P.F.  
Tom Ratz, R.P.F.  
Ken Van Every, R.P.F.

### Competency Support Committee

#### CHAIR

Bob Elliott, R.P.F.

#### MEMBERS

Herb Bax, R.P.F.  
Tom Crosswell, R.P.F.  
Ben Kuttner, R.P.F.  
Ivan Listar, R.P.F.  
Richard Macnaughton, R.P.F. (Ret.)  
Aaron Palmer, R.P.F.  
Lauren Quist, R.P.F.

### 2015 Annual Conference

#### CO-CHAIRS

John Cary, R.P.F.  
Anne Koven, R.P.F. (Hon.)

#### MEMBERS

Hina Alam  
Malcolm Cockwell, R.P.F.  
Dana Collins  
Ian Dunn, R.P.F.  
Meaghan Eastwood  
Sam Gildiner, R.P.F.  
Carla Grant  
Scott Jackson  
Peter J. Johnson, R.P.F.  
Jessica Kaknevicus  
Rob Keen, R.P.F.  
Andy Kenney, R.P.F.  
Christine Leduc  
Janet McKay  
David G. Milton, R.P.F. (Ret.)  
Danijela Puric-Mladenovic  
Stephanie Parizei  
Vivian Peachey  
Dave Pearce  
Jack Radecki  
Sandy Smith  
Philip van Wassenaer  
Carol Walker, R.P.F.  
Peter Wynnyczuk

### Registration Appeal Committee

#### CHAIR

Martin Neumann, Associate

† *Partial year*

\* *Public members are appointed by the Lieutenant Governor of Ontario*

# Ontario Professional Foresters Association 2015 Annual Report

## **OPFA REPRESENTATIVES ON EXTERNAL COMMITTEES**

Canadian Forestry  
Accreditation Board

Faye Johnson, R.P.F.  
David Winston, R.P.F. (Ret.)

Regional Advisory  
Committees (MNRF)

James Harrison  
(Northwest)  
Al Thorne, R.P.F.  
(Northeast)  
Caroline Mach, R.P.F.  
(Southern)

Provincial Forest Policy  
Committee (MNRF)

David Milton, R.P.F. (Ret.)

Ontario Trails Council

Caroline Mach, R.P.F.

## PRE**SIDENT'S MESSAGE**

By Martin Neumann, Associate, President

The OPFA is evolving, as is forestry. This occasionally involves some discomfort.

Recently, and specifically in 2015, the OPFA was challenged with two intertwined issues, among others: the shortcomings of our regulation; and, membership.

The number of practising members has been dropping for years. This trend was likely exacerbated by the industry downturn and increased membership fees. Through the efforts of staff, and other factors, the numbers of Provisional and Student members are now at all-time highs, offering the potential of a gradual increase in the number of practising members over the next two to five years. This is very encouraging.

The Canadian Federation of Professional Foresters Associations, of which the OPFA is a member, has developed and implemented a Credential Assessment Process to make it less onerous than it previously was for internationally-trained applicants, or applicants from non-accredited Canadian programs, to become licenced to practice forestry. This is a positive development across the country, including Ontario. It has made it potentially easier for a non-traditionally trained applicant to achieve

membership, without the need to write as many as 16 exams to prove their competence. However, it has also caused frustration for some applicants, who feel the process should be even less onerous. Staff, Council, and the Registration Committee continue to work with applicants, schools, and the Canadian Federation of Professional Foresters Association to improve the experience for applicants. Watch for advancements on this front in 2016.

The second, somewhat related matter, is certain wording within our regulation, some of which - Part III – excluded acts, for example - is not conducive to clarity about the need to be licenced by the OPFA when practising professional forestry. The lack of clarity makes it difficult to address unauthorized practice and may provide a disincentive to pursue membership in the OPFA. A group of councillors has taken on the very important task of recommending changes to the regulation in 2016.

These are two of the most important issues the OPFA faces in 2016. These matters should not, however, obscure the 2015 achievements, including the complete elimination of a backlog of enforcement-related cases, and significant progress on the Bridge Training Program, just two examples of many.

Nor should the great day-to-day work of staff, Council, and the many volunteers be overshadowed by these areas of discomfort.

The OPFA continues its positive influence in the evolution of professional forestry in Ontario and Canada, because of all those efforts.

## EXECUTIVE DIRECTOR'S REPORT

By Fred Pinto, R.P.F.

This was my first full year as Executive Director of the Ontario Professional Foresters Association. It has been busy as the Association worked to successfully contain its costs, diversify revenue, engage members, and renew relationships with key partners. Everyone involved in the OPFA played a part in achieving these goals.

We ended the year with a surplus. Council has allocated the surplus to restoring the Association's financial reserves and to purchasing association software. Reserves are required by regulatory bodies like the OPFA to deal with occasional large costs that may result from actions the Association has to legally undertake, such as a complex enforcement action. Association software is needed to reduce the Association's liability to security and privacy breaches of its electronic databases such as your personal data. It is also needed to become more efficient and effective in a number of the Association's business activities. Association software will improve the delivery of the specific needs of members, improve management of committee activities with the necessary privacy and security, and help in the management of events.

In order for the OPFA to be successful in its mandate to regulate and govern professional forestry in Ontario the Association needs to ensure it has adequate financial resources. Our sole source of revenue before

this year has been membership fees. In 2015 the Association started to diversify its revenue through activities that are complimentary to a regulatory body such as the OPFA. You will have noticed that the Association's web page has advertising. We will grow this revenue base and try to develop opportunities for organizations to market their services at OPFA events and through the Association's newsletter.

The OPFA undertook several tasks during the year to determine how the organization should position itself with the many challenges small regulatory bodies face. In 2015 Council held a workshop with a branch of the provincial government's Treasury Board to determine some of the opportunities we may want to investigate. The results from this workshop will be used in the development of a revised strategic plan.

An ongoing challenge is to ensure Provisional and other members have access to OPFA approved training that is convenient. We have 50 Provisional members, a historic high, that are not from accredited Canadian forestry programs. Many of these Provisional members will need access to training that is convenient in order to complete all competencies required to become a Full member. The OPFA is working with two suppliers to develop internet based training for all current competencies required to become a

professional forester.

During the year Council formed a Governance Task Team to review the various committees and decision making bodies of the Association. Did you know that the Association has 19 different committees served by many hardworking members? Each committee submitted their current terms of reference to Council. This was the first of several tasks to ensure the governance of the Association is focused and transparent.

I met with members, people interested in professional forestry, and representatives of other forestry organizations at various functions rather than undertake a road trip around the province. During these functions I was able to listen and speak to members and others. The OPFA plans to work with other forestry organizations to inform people of careers in professional forestry and describe the role of professional foresters in Ontario. Working together we can be more effective. I was also able to speak to members and others interested in the activities of the Association via two Canadian Institute of Forestry e-lectures. Both e-lectures were very well attended. Participants of the e-lectures had many questions. This indicates a strong interest in the Association. Information technology is something that our members are willing to use and it is an additional cost effective means to engage members.

During the year the OPFA started to use Twitter and expand the

## EXECUTIVE DIRECTOR'S REPORT CONTINUED

use of Facebook to describe what professional foresters do.

Both social media have seen a progressive increase in people reading and commenting on our posts. More people read the posts than we have members. The most popular posts are those that show and describe actual members and their work, so in November we started a new initiative to post a photo of an OPFA member each Friday (Forestry Friday) that shows the member at work. These posts have been very popular and we hope an effective and constructive means to explain the many facets of professional forestry to the public.

Our Student and Provisional membership has tripled over the past two years to a historic high. I had the opportunity to speak to students from both accredited forestry programs in Ontario this past year. Every student at these sessions signed up as a Student member. The challenge now is to ensure Student members become Provisional members. The influx of Provisional members is also encouraging. Most small non-health regulatory bodies are not seeing young people enter into their profession, the OPFA is an anomaly. At the end of 2013 we had 32 Provisional members, at the end of 2015 we had 95 Provisional members. The challenge now is to ensure Provisional members obtain mentors. If you would like to serve as a mentor send me a message. In particular the

Association is looking for members working in urban forests to serve as mentors.

The OPFA continues to lose practicing members. This has occurred over the past 14 of the 15 years of the Association's existence as a regulatory body. If you have solutions on what can be done to stop this loss let myself or your regional Councillor know.

During the year the OPFA has commented on policies and reports from governments and the news media. The OPFA commented on reports that described the effects of forestry on different components of the environment or are supposed to guide forestry practices. All of the reports commented on did not recognize that professional forestry is licenced in four Canadian provinces and that professional foresters develop solutions to protect the environment while extracting renewable resources.

You will be reading this report during or just before the 2016 OPFA Conference in North Bay. Here is a reminder that a very successful conference was held in Toronto in 2015. Over 200 people attended the event that a group of dedicated members and supporters organized. A full slate of awards were presented to deserving candidates during a superb event moderated by David Milton, former Executive Director. No sooner was the

2015 conference over than the organizing team for the 2016 conference formed and started to develop their plans. Plans for conferences in 2017 and 2018 are being developed. The OPFA will manage these events like a business and will seek to maximize revenues by offering value to all that participate.

I look forward to meeting you in person at the OPFA conference or at another venue during the year.

## REGISTRAR'S REPORT

By Susan Jarvis, R.P.F.

The OPFA's mandate is regulating and governing the practice of professional forestry in Ontario in the public interest. This Registrar's Report will highlight some 2015 accomplishments to meet our mandate, not already covered in other reports.

**Membership:** In keeping with a slight improvement in Ontario's forestry sector, total membership in the OPFA increased five percent (5%) to 878 members in 2015 over 2014 (838 members). See the Registration Committee Report and membership statistics table for details.

- In 2015, practicing members totalled 557 members, comparable to 559 practicing members in 2014.
- The greatest membership increases were in the Provisional category (+ 28 members, up 46%) and the Student category (+20 members, up 36%). These increases resulted from enhanced communication by staff with potential applicants, as well as targeted communication with students in forestry-related university programs.
- No marked change to the other OPFA membership categories was evident in 2015.

**By-law Revisions:** In Feb. 2015, Council approved proposed by-law changes, including two that resulted in wording changes to membership requirements to maintain consistency with the requirements

of the national Credential Assessment Process. These by-law changes were confirmed by the membership at the 2015 Annual General Meeting held in Toronto.

**Registration Practices:** In addition to the regular activities of the Registration Committee, the committee implemented a review process for Provisional member's reported activities towards meeting membership requirements (as required by OPFA by-laws). This ensures that Provisional members remain engaged and reminded of outstanding membership requirements. Failure to report such activities for over a year may result in membership cancellation.

An assessment of registration practice for objectivity (validity, reliability) was recommended by the Office of the Fairness Commissioner and was completed in 2015 by the Registration Committee and Council. The assessment confirmed a high level of objectivity in our processes and resulted in one process revision to be implemented by OPFA staff.

**Practice Guidance:** Major work to revise OPFA practice guidance was initiated in 2014. The intent was to incorporate language and guidance into documents that is more clear and concise than our current Practice Bulletins. Three (3) new Practice Guidance documents were approved in 2015:

- Overview to Professional

Practice;

- Scope of Practice; and
- Acts Not Constituting Professional Forestry.

All members received notice of these new documents and should now be familiar with their content.

**Competency Support:** Mandatory competency reporting is required for OPFA Full, Associate and Non-resident members (our "practicing" membership categories). Over 95% of practicing members recognized and fully met this requirement on time.

In 2014, Council approved **Peer Review** to be implemented in 2015 on a voluntary basis as part of the Competency Support Program. In 2015, the Competency Support Committee worked to develop needed process information and sample documentation. Development of Practice Guidance – Competency Support (to replace the current competency support guide) was started in 2015, but unfortunately as not completed in 2015. Approval is now expected in 2016. Training for members will be provided in 2016 using a variety of formats before this voluntary Peer Review process is initiated.

**Membership Standards:** The Competencies Review Project to revise professional forester Certification Standards (competencies required for registration) continued as a major project for the Canadian Federation of Professional Foresters Associations (CFPFA). This project was initiated to recognize that "traditional forestry"

## REGISTRAR'S REPORT CONTINUED

or “forest management” is now only one area of professional practice undertaken by newly registered professional foresters. Urban forestry, natural resource and ecosystem management and ecological restoration, in particular, are seen as rapidly growing areas of forestry practice and are the focus of consideration in a broadened certification base. The inclusion of a proposed “Urban Forestry” area of practice resulted from recommendations originating from our OPFA Urban Forestry Committee.

The development of Certification Standards that include entry-level competencies for specific “areas of practice” will result in:

- greater inclusivity for membership in professional forester associations across Canada;
- greater flexibility for university programs to become accredited; and
- reflection of evolving skills required by the workplace and for the protection of the public interest.

The project was endorsed-in-principle by OPFA Council early in 2015, and the drafting of revised Certification Standards for five potential areas of practice was on-going through the year. As Chair of the working group, I continue to be significantly involved in all aspects of this project. Draft Certification Standards will undergo stakeholder consultation and CFPFA member review

(including OPFA) in mid-2016. If approved by OPFA Council, and the other members of the CFPFA, revised Certification Standards could be implemented as early as 2017.

**Credential Assessment Process (CAP):** The CAP process continued to gain popularity in 2015 with professional forester applicants all across Canada. The OPFA had nine (9) applicants enter the CAP process in 2015, more than double the CAP applicants in 2014. This CAP assessment is utilized by foreign-trained applicants and other applicants who can benefit from a route to membership, other than graduation from a Canadian accredited four-year forestry program. A major improvement to the CAP process in 2015 was the doubling of CAP assessment panels from two to four panels per year (now occur every three months), a change that reduces “wait times” for applicants to be assessed.

I am pleased to report that in 2015, Dr. Andrew Kenney, R.P.F., became our newest national CAP Assessor from Ontario. The CFPFA conducted on-line assessor training in 2015 which was attended by Dr. Kenney, R.P.F. and myself.

**Office of the Fairness Commissioner (OFC):** The OPFA continued to work with the OFC to meet legislative requirements of the *Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA)*. The OPFA annual Fair Registration Practices Report was filed with

the OFC.

As reported in 2014, the OPFA underwent an OFC Registration Practices Assessment that resulted in 18 recommendations for improvement. The Action Plan for these recommendations was initiated in 2014 (5 recommendations were addressed) and then was completed in 2015 (all 13 remaining recommendations were addressed). These actions resulted in improved practices for our applicants related to Transparency – Objectivity – Impartiality – Fairness. In 2015, the OFC invited regulators to participate in a review of OFC assessment procedures. The review resulted in streamlined documentation requirements and also in the extension of the assessment cycle from every two years to every three years. The next OFC assessment of OPFA registration practices is scheduled for early 2017.

**Regulator Networks:** Government assessments and reporting by regulators are required to ensure that public interest is foremost in the activities of self-regulated professions in Ontario. To this end, our networking with other Ontario regulators has become even more important and beneficial. OPFA is an active participant in quarterly meetings and additional discussions with Ontario Regulators for Access (ORAC), the Registrar’s Forum, and the (newly renamed in 2015) Investigations, Discipline, and Enforcement Association (IDEA).

## REGISTRAR'S REPORT CONTINUED

**OPFA Bridge Training Program for Foresters (BTPF):** The OPFA Bridge Training Program for Foresters (BTPF) is an exciting project to create training and assessment modules to assist internationally trained applicants, and those who have not graduated from Canadian accredited forestry programs. This project will provide a means by which applicants can demonstrate the necessary 35 competency requirements to get licensed and to practise professional forestry in Canada. This program is funded by the Ontario Ministry of Citizenship, Immigration and International Trade (MCIIT).

2015 was Year 2 of this three-year project. Accomplishments included:

- OPFA participation in annual MCIIT site visit;
- Expressions of Interest, and Requests for Proposals were prepared, distributed and responses evaluated;
- Successful training suppliers were selected and contracted for services;
- Training module development was initiated; and
- All required provincial reporting and administration was completed.

Anticipation of implementation of the BTPF modules is building all across Canada. Availability of training and assessment opportunities in 2016 will help applicants “gap fill” certain competencies prior to licensure. This training can also be used by licensed foresters

who want to gain competencies in specific areas as Competency Support or to build their personal skill set for career advancement.

**Enforcement Activities:** Various activities were conducted in 2015 by the OPFA as regular core business of the Association. The OPFA responded to issues identified through complaints (by members or non-members against a member), unauthorized practice (against a non-member identified as an individual or company potentially engaged in the illegal practice of professional forestry), and other concerns or inquiries brought to the Registrar’s attention.

In 2015, OPFA Enforcement Staff were successful in resolving many concerns before they escalated to formal complaints or specific unauthorized practice cases. This approach achieved favourable outcomes and served to reduce 2015 operating costs associated with enforcement activities. The success of this approach was a function of the specific concerns and cooperation of the party(ies) involved in 2015. Three (3) open cases will not escalate to formal Complaints or Discipline, but require additional education of forestry-related groups by OPFA staff about the scope of professional forestry and who requires membership to practise forestry.

### 2015 Statistics on Concerns, Complaints, Discipline and Unauthorized Practice:

Enforcement Action	Total Files with action in 2015	Files Open (Note 1)	Files Closed in 2015
Concerns (Note 2)	14	7	7
Complaints	4	0	4
Discipline	0	0	0
Unauthorized Practice	3	2	1

*Note 1: Files Open can mean under investigation or being reviewed by the Complaints Committee or by the Discipline Committee, or concerns that have not escalated to formal complaints.*

*Note 2: “Concerns” represents matters brought to the attention of the Registrar that are not formal complaints. These are evaluated and acted upon by Enforcement Staff, and/or reviewed with Executive Committee and decisions taken related to further action.*

## REGISTRAR'S REPORT CONTINUED

The Complaints Committee and the Discipline Committee did not meet during 2015 as there were no formal cases for their consideration.

The OPFA initiated the development/strengthening of practice guidance documents to inform our membership of required aspects of professional forestry practice.

Discussions have also taken place with the Ministry of Natural Resources and Forestry (MNRF) regarding potential changes to our legislation and regulations. These discussions will continue in 2016. Discussions also occurred with MNRF on the scope of professional forestry and considerations for job advertisement wording to ensure that professional forester positions are filled by applicants eligible for registration with the OPFA.

In closing, I extend my sincere thanks and appreciation for the support provided throughout the year by Priscilla Doyle (Registration Coordinator), Jim Parker, R.P.F.(Hon) (Enforcement Coordinator), Fred Pinto, R.P.F. (Executive Director), and the OPFA Committee Chairs and volunteers without whom this work could not have been accomplished.



# Ontario Professional Foresters Association 2015 Annual Report

## FINANCE AND AUDIT COMMITTEE REPORT

By Bob Burgar, R.P.F. (Ret.), Chair

The Finance & Audit Committee (or subcommittees) held 12 teleconference meetings between December 2014 and November 2015.

The Committee reviewed the Auditor's Report for 2014, following which one Committee member and the Executive Director discussed the Report with the Auditor. After that discussion the Committee was satisfied with the Report and recommended to Council that the Financial Statement for 2014 be approved and that the Auditor's Report be received.

This year Council assigned other tasks to the Committee; 1. Review and update the Committee's Terms of Reference; 2. Update the Dissolution Costs to be retained in the Restricted Reserve; and 3. prepare proposed Association budgets for 2016, 2017 & 2018.

The Committee reviewed the existing Terms of Reference for the Committee and proposed some updating and clarification changes. The revised Terms of Reference were sent to Council in July.

The Committee reviewed the current list of items to be covered in the event of the Association's dissolution and the estimated cost of each item. The Committee prepared a more detailed listing of the items that would have to be covered in the

event of the dissolution of the Association. A current cost amount was assigned to each item. This new cost summary was discussed with Council and it was agreed that the Committee's estimated amount of \$60,000 would be included in the Restricted Reserve.

It was also agreed that this amount should be reviewed and revised, especially for increased staff costs, every three years.

The preparation of the Association budget for 2016 and the forecasts for 2017 and 2018 took the Committee seven teleconference calls and six draft budget proposals. The sixth draft was sent to Council and discussed with the Chairman at a teleconference Council meeting. Following that discussion the Committee incorporated the Council suggestions into draft seven of the proposed budgets.

Council has approved the draft seven proposal for 2016 as the Association's budget for the current year.

The Committee also discussed, at the Council's request, a proposal to increase the Provisional members' fees. The majority of the Committee agreed with the proposed fee increase but all recommended that Council should look at the By-Laws with a view to reducing the length of time a person can be a Provisional member to three or four

years.

The Finance & Audit Committee, in 2015, consisted of; Bob Boyce, R.P.F., Carl Corbett, R.P.F.(Ret.), Bohdan Kowalyk, R.P.F., David Milton, R.P.F. (Ret.), Judy Sewell, R.P.F., David Winston, R.P.F. (Ret.), Bob Burgar, R.P.F.(Ret.).

# Ontario Professional Foresters Association 2015 Annual Report

## REGISTRATION COMMITTEE REPORT

By Paul Poschmann, R.P.F., Chair

The Registration Committee had a very busy year, meeting seven (7) times in 2014-15, (January 23, March 13, April 7, May 29, July 30, September 24, November 12) one of which was a face-to-face meeting held in conjunction with the 2015 OPFA Annual Conference in Toronto. There was also one (1) supplemental conference call meeting in August related to the review of our Registration Practices Assessment for the report to the Ontario Office of the Fairness Commissioner.

The primary function of the Registration Committee is to consider applications for membership in the OPFA. Forty-three (43) applications were accepted as Provisional members while they attain requirements for either Full or Associate membership. From the Provisional members we recommended twenty-three (23) Full and one (1) Associate for membership in 2015. We accepted two (2) transfers from other provinces, one (1) Non-resident membership and five (5) membership changes from Full to Inactive. Additionally, over the last year, the Committee recommended one (1) Full member into the Life membership category, one (1) Temporary membership, and sixty-four Student members.

The Committee also worked on other registration-related issues. A number of sub-committees were struck during the year to conduct reviews of competency supplemental information provided by Provisional members who had undergone the Credential Assessment Process (CAP). Other significant work included

the review of the progress of Provisional members to meeting the requirements for Full or Associate membership; the review of requests for changes of the Scope of Practice for Associate members, and the review of our committee Terms of Reference.

During the 2014-2015 year, Council filled a vacant committee membership seat with the appointment of Richard Raper, R.P.F. (Elected Councillor) to the Registration Committee. Other Registration Committee members were: Jack Harrison, R.P.F., Ulf Runesson, R.P.F., Jim McCready, R.P.F., Sarah Sullivan, R.P.F., Frank Knaapen, R.P.F. and Chair Paul Poschmann, R.P.F. Richard Raper, resigned from the Committee at the end of the 2014-2015 fiscal year, and we thank him for his valued contributions. The Elected Councillor position will be filled for 2015-2016 by Tom Ratz, R.P.F. All other current Registration Committee members have agreed to continue their participation on the Committee for 2015-2016. The Committee wishes to express our appreciation for the support given by our OPFA staff.

**MEMBERSHIP STATISTICS**

<u>Category</u>	<b>2015 Year End</b>	<b>2014 Year End</b>	<b>2013 Year End</b>	<b>2012 Year end</b>
Full	505	506	535	552
Associate	52	53	53	54
<i>Sub-total: Practicing</i>	<b>557</b>	<b>559</b>	<b>588</b>	<b>606</b>
Inactive	52	54	63	64
Life	79	82	87	86
Provisional	89	61	32	21
Student	76	56	24	18
Honourary	6	6	6	5
Non-Resident	19	20	24	25
<i>Sub-Total Non-Practicing</i>	<b>321</b>	<b>279</b>	<b>236</b>	<b>219</b>
<b>Total</b>	<b>878</b>	<b>838</b>	<b>824</b>	<b>825</b>

# Ontario Professional Foresters Association 2015 Annual Report

## AWARDS & RECOGNITION COMMITTEE REPORT

By David G. Milton, R.P.F. (Ret.), Chair

At the 2015 Annual Conference evening banquet in Toronto, a collection of OPFA members, friends and guests were present for a series of presentations to recognize some of the exceptional people associated with the practice of professional forestry.

Some Award recipients were unable to attend this Banquet, so under our updated policy, we found another gathering of peers at which to make the presentation. Nevertheless, all recipients were announced at the Annual Conference.

President Martin Neumann, Associate, was on hand to make the presentations and to congratulate the recipients.

The presentations included:

### 1. Honoured Professional (to recognize an exemplary career)

*This award, normally presented annually to (usually only) one individual, recognizes professional foresters who, throughout their careers to date, have made exemplary and significant contributions to the Ontario Professional Foresters Association or to forestry in Ontario.*

**George Graham, R.P.F.** is well known throughout Ontario as a steady and quiet leader of the forestry profession, leading the technical operations of Thunderhouse Forestry, and the planning and operational functions on behalf of Hearst Forest Management Inc. He has

exhibited consistent leadership in pursuing excellent silviculture and planning on the Hearst Forest. The pursuit of prescribed fires on the forest, which was prohibited due to regulatory oversight and associated expense, re-secured the use of this tool on the Hearst Forest. This was an effort that took nearly a decade to complete.

George's other role, as an active and articulate participant as a Registered Professional Forester, has been equally impressive. Many foresters have had the benefit many, many times of missiles from George, where he has sent an article, report or public comment that added value to consideration of a particular issue affecting the profession. Science based, logical consideration of fact, is the lasting approach George has taken to issue resolution and professional improvement. George has provided the mentor and role model who typify how an R.P.F. in Ontario should perform.

### 2. Fernow Awards (formerly the Forester of the Year Award)

*This award, named in honour of the first Dean of Forestry in Canada: B.E. Fernow, who started the 100-plus year tradition at the University of Toronto, is to be presented annually to a Member, registered in the last ten years, to recognize notable contributions to either the Ontario Professional Foresters Association itself or to forestry in Ontario.*

**Christine Leduc** earned an Honors Bachelor of Sciences from the University of Toronto in 2011. She focused her graduate studies on hardwood silviculture and sawmill efficiency at the Haliburton Forest and Wildlife Reserve. Her interest in forestry practices in Ontario drove her to enroll in the Ontario Ministry of Natural Resources' Tree Marker Training Program in 2012. Christine obtained her Master of Forest Conservation from the University's Faculty of Forestry in 2013. That same year, Christine obtained a position as a policy advisor to the Honourable David Oraziotti, Minister of Natural Resources, responsible for the endangered species act and forestry files, amongst others. In January 2014, Christine became the Director of Policy and Communications at the Ontario Forest Industries Association. Christine is the Chair of the Canadian Institute of Forestry's Southern Ontario Section and is a member of the University of Toronto's College of Electors, representing the forestry alumni association.

### 3. John H. Sellers Award (for the promotion and awareness of professional forestry)

*The recipient will be a member of the Association and, through activities carried out in a particular year or over several years, will have made substantial and/or continuing contribution to the promotion and awareness of professional forestry in Ontario. The Award is named for one of our past Members who led OPFA into the modern electronic age as Chair of the Website Committee and our*

## AWARDS & RECOGNITION COMMITTEE REPORT CONTINUED

*webmaster among many other accomplishments.*

**Graeme Davis, R.P.F.**, a Registered Professional Forester since 1989, joined the County of Simcoe in 2005 after nearly 13 years with the Lake Simcoe Region Conservation Authority. Prior experience included positions with the Canadian Forest Service, Ministry of Natural Resources, and as a private lands consultant in south central Ontario. Since coming to Simcoe County he has been responsible for ensuring the continued success and leadership of the Simcoe County Forests, one of the most highly recognized municipal forestry programs in Canada. He has authored an updated management plan and recreation policy, achieved FSC certification, and overseen the continued expansion of the forest estate. Many years of field experience in southern and central Ontario has led to particular expertise in afforestation, plantation management and hardwood silviculture. He still considers himself a 'dirt kicker' and values time in the bush collecting inventory, assessing silvicultural effectiveness, or explaining the value of good forest management to the many visitors to the forest. He is a regular contributor to the Community Forest Managers Network, Forest Conservation By-law Committee, member of the Ontario Invasive Plant Council and Forests Ontario, and is currently Past President of the Ontario Professional Foresters Association.

#### **4. The Herridge Award (intended to recognize those in "mid" career)**

*Named for a past Member who led both in and out of Government and is best remembered for his breadth of accomplishments and persistence within Forestry. This Award is to recognize one or more significant accomplishment in any aspect of Professional Forestry in mid-career.*

**Dawn Burke, Ph.D.** is an Ecologist with the Ontario Ministry of Natural Resources and Forestry, Wildlife & Natural Heritage Science Section, London Ontario.

As an Ecologist Dawn works to initiate, design, and conduct scientific research to determine the effects of human disturbance on wildlife populations and habitats (particularly the impact of silviculture, forest fragmentation, and urbanization on forest communities). Her research is focused on forest birds, forest plants, forest growth and health, insects, and salamanders. Her current research involves working collaboratively with Trent University, the Canadian Wildlife Service, the Canadian Forestry Service, and the Science and Information unit within the Ministry of Natural Resources and Forestry in the London and Peterborough regions. Her focus continues to be on avian productivity in response to local and landscape changes. She is an Adjunct Professor with Trent University.

**Ken Elliott, R.P.F.** is a Forestry Specialist with the Ontario Ministry of Natural Resources and Forestry (Southern Region, Regional Resources Section), London, Ontario.

As a Forest Science Specialist with the OMNRF's Southern Region, Ken's work focuses on silviculture, forest ecology and the ecological impacts of human disturbances. He provides expert forest science advice based on knowledge, literature reviews, small trials and participation in large scale integrated research. This includes the testing and development of silvicultural guidelines, training and auditing under the provincial tree marker certification program, and a number of advisory committees, including Recovery Teams for both birds and trees at risk. As a professional forester, Ken makes every effort to use field and science experience to improve the collective understanding of the land use and forest management practices that will best maintain healthy forest ecosystems.

#### **5. The Zavitz Award (to recognize contributions to forest conservation)**

*The award is named for E.J. Edmund Zavitz, Ontario's first Provincial Forester. Known as "The Man Who Saved Ontario with Trees and Determination" Dr Zavitz is the subject of a biographical book, he has a forest named for him in Norfolk County and a plaque in his memory has been erected at the Guelph Arboretum. The award recognizes significant contribution to Forest Conservation.*

## AWARDS & RECOGNITION COMMITTEE REPORT CONTINUED

**Peter Schleifenbaum, R.P.F., Ph.D.**, born, raised, and educated in Germany, arrived with his family in Haliburton in 1988 to take on the management of the Haliburton Forest & Wild Life Reserve. As a Registered Professional Forester with a PhD in Forest History and Forest Economics, Peter's focus was on the vast timber resources of the Haliburton Forest, which had been neglected for decades. At the time, however, Haliburton Forest was almost entirely focused on tourism activities. Undaunted, Peter embraced the notion of multi-use forest stewardship, and he began simultaneously developing an innovative tourism business and building an integrated forestry company. At the same time, Peter invested in research partnerships with institutions like the University of Toronto's Faculty of Forestry, where he currently serves as an Adjunct Professor. Haliburton Forest is now known for its unique tourism operations like dog-sledding, canopy tours, and citizen science adventures. It is known as Canada's first sustainable forest, having been certified by the Forest Stewardship Council in 1998. The Forest produces four million board feet of hardwood lumber at its sawmill, operates a year-round value-added wood processing operation, and produces everything from canoe paddles to shiitake mushroom bolts to custom made furniture. All of these achievements are recognition of Peter's immense creativity, relentless ambition, and deep passion for sustainable forestry.

### **6. The Jorgensen-Morsink Award ( for accomplishments in urban forestry)**

*The Award is named for Eric Jorgensen, Professor at University of Toronto and University of Guelph who fought to see Urban Forestry as a recognized subject and who oversaw the first Masters graduates in that aspect of our discipline; and for Willem "Bill" Morsink, one of those urban forestry graduates, who worked in this field in Windsor, Toronto and North York and was a passionate advocate of the Ontario Urban Forestry Council for which he authored the two Urban Forestry Scrapbooks. This Award recognizes significant accomplishments in the field of Urban Forestry.*

**Mike Rosen, R.P.F.** is the President of Tree Canada - a national, charitable organization committed to *Growing Better Places to Live* by engaging corporations, government, municipalities and individuals in greening Canada's communities and re-foresting areas in need. Based in Ottawa and led by a Board of Directors drawn from across the country, Tree Canada promotes the importance of trees to our environment, to our communities, and to our well-being. Michael led Tree Canada's transition to private sector support in 2007, facilitated the creation of the Canadian Urban Forest Network in 2006, participated in its first international project in Armenia in 2008, helped create its first *Forest and*

*Urban Tree Carbon Project Protocol* in 2009 and successfully advocated for a *National Tree Day* for Canada in 2011. Previously, he was a Stewardship Coordinator and Forester with the Ontario Ministry of Natural Resources and Forestry where he provided professional advice by helping define significant woodlands under the *Planning Act*, and managing the York Region and Simcoe County Forests. He was part of a provincial Team which authored *Sustainable Forests in Urban Ontario, a Framework for an Ontario Urban Forest Strategy* and participated in an Association of Municipalities of Ontario/ MNRF Tree Bylaws Advisory Committee which resulted in a revision of the *Trees Act* and the *Municipal Act*.

He presently serves a number of organizations including: U of T Faculty of Forestry Advisory Board, Ottawa's Cité Collégiale Consultation Committee, Director of the Canadian Institute of Forestry and Vice-Chair of the Forest History Society of Ontario. Michael has a B.A. in History from Trent University, a B.Sc.F. from the University of Toronto and a Diploma in the Ontario Advanced Forestry Program from U of T and Lakehead University.



# Ontario Professional Foresters Association 2015 Annual Report

## AWARDS & RECOGNITION COMMITTEE REPORT CONTINUED

**Jeff Barton, R.P.F. -Career Awareness Committee, Competency Support Committee**

**Tracey Bradley, R.P.F. - Career Awareness Committee**

**Sarah Bros, R.P.F.- Career Awareness Committee, Growing Professionalism in the Forest Committee**

**Riley Burton, R.P.F. (Ret.)- Competency Support Committee**

**Margaret Carruthers, R.P.F.- Career Awareness Committee**

**Carl Corbett, R.P.F. (Ret.)- Growing Professionalism in the Forest Committee**

**Graeme Davis, R.P.F. - Growing Professionalism in the Forest Committee**

**Steve D'Eon , RP.F. - Competency Support Committee**

**Rob Galloway, R.P.F. - Growing Professionalism in the Forest Committee**

**Carla Grant - Private Land Committee**

**Craig Howard, R.P.F. - Career Awareness Committee**

**Jessica Kaknevicus- Career Awareness Committee**

**Anne Koven, R.P.F.(Hon.)- Growing Professionalism in the Forest Committee**

**Donna Lacey, Associate- Career Awareness Committee**

**Trevor Longpre, R.P.F. (Ret.)- Competency Support Committee**

**Krista Mayrand, R.P.F. - Growing Professionalism in the Forest Committee**

**Neil McLean , R.P.F.- Career Awareness Committee**

**Frank Miklas - Growing Professionalism in the Forest Committee**

**David Milton, R.P.F. (Ret.)- Growing Professionalism in the Forest Committee**

**Peter Nitschke, R.P.F. - Council, Registration Committee**

**James Parker, R.P.F. (Hon.)- Growing Professionalism in the Forest Committee**

**Greg Pawson, R.P.F.- Career Awareness Committee,**

**Growing Professionalism in the Forest Committee**

**Kevin Ride, R.P.F. - Council**

**Ray Riley, R.P.F.(Hon.)- Growing Professionalism in the Forest Committee**

**Kandyd Szuba, R.P.F. - Career Awareness Committee**

**Margaret Wanlin, R.P.F. (Hon.) Growing Professionalism in the Forest Committee**

**Peter Williams, R.P.F. - Career Awareness Committee**

**Mona Wiltshire, R.P.F. - Council, Executive Committee**

**David Winston, R.P.F. (Ret.)- Competency Support Committee**

**Nancy Young, R.P.F.- Career Awareness Committee**

**Lacey Rose, R.P.F.- Career Awareness Committee**

As is always the case, one group “steps down en masse”. Last year, these folks arranged a challenging and successful Annual Conference in Thunder Bay.

**The 2014 Annual Conference Organizing Committee Members were:**

**Jamie Arthurs, R.P.F.  
Erin Banton, R.P.F.  
Brian Campbell, R.P.F.  
Brad Chaulk, R.P.F.  
Mike Davis, R.P.F.  
Fred Dewsberry, R.P.F.  
Jodi Hall, R.P.F.  
Brian Kurikka  
Dave Legg, R.P.F.  
Donald Nixon, R.P.F.  
Michelle Nowak  
Neil Peterson, R.P.F.  
John Pineau  
Tom Ratz, R.P.F.  
Kevin Ride, R.P.F.  
Mona Wiltshire, R.P.F.**

## AWARDS & RECOGNITION COMMITTEE REPORT CONTINUED

Our third area of recognition is Longevity: recognizing loyalty of those who have maintained their membership over many years.

### **25 Year Silver Pins**

Starting in 1983, we began to provide Silver pins for 25 years of membership. This year we recognize current members who joined the OPFA in late 1989 & early 1990, and have maintained their membership for 25 years, up to today. There are 27 recipients this year.

**Ted Aho, R.P.F.**

**Steven Allen, R.P.F.**

**David Ballak, R.P.F.**

**Gordon Cumming, R.P.F.**

**Cat Cybulskii, R.P.F.**

**Barry Davidson, R.P.F.**

**Stephen Dominy, R.P.F.**

**Mark Fleming, R.P.F.**

**Michael Forrest, R.P.F.**

**Edward Frisby, R.P.F.**

**Marc Hebert, R.P.F.**

**Trevor Isherwood, R.P.F.**

**Gary LeBlanc, R.P.F.**

**Paul Leale, R.P.F.**

**Thomas MacLean, R.P.F.**

**Marshall Martelle, R.P.F.**

**Mary Lynn McKenna, R.P.F.**

**Gaetan Mercier, R.P.F. (Ret.)**

**Steve Osawa, R.P.F.**

**Todd Pye, R.P.F. (Ret.)**

**Warren Quan, R.P.F.(Ret.)**

**Ronald Reinholt, R.P.F.**

**Jonathan Russell, R.P.F.  
(Ret.)**

**Colin Templeton, R.P.F.**

**Jeremy Williams, R.P.F.**

**Peter Wiltsey, R.P.F.**

**Joe Yaskavitch, R.P.F.**

### **50 Year Pins**

Six years ago, Council agreed to initiate recognition for half a century of Membership, inviting those who reached 50 years of Membership the previous year to attend the Conference and particularly the Recognition Dinner, as our guests, so we could recognize their commitment and loyalty.

This year there are nine that have been members for 50 years::

**Paul Aird, R.P.F. (Ret.)**

**Brent Connelly, R.P.F. (Ret.)**

**Jack P. Gaudet de Lestard,  
R.P.F. (Ret.)**

**Donald Fraser, R.P.F. (Ret.)**

**Richard Monzon, R.P.F.  
(Ret.)**

**Pieter Prins, R.P.F. (Ret.)**

**Lorne Riley, R.P.F. (Ret.)**

**Robert Wainwright, R.P.F.  
(Ret.)**

**Benjamin Wang, R.P.F.  
(Ret.)**

## EDITORIAL BOARD REPORT

By Eric Thompson, R.P.F., Chair

Membership on the Editorial Board of *The Professional Forester* saw a significant change in 2015. Matthew Benson, R.P.F. stepped down as Chair. Matthew did a phenomenal job at the helm as Chair since the Editorial Board was assembled back in 2003 and brought both a professional and consistent attitude to meetings that allowed every member of the board to freely participate. On behalf of the entire Editorial Board, we thank him. Great job Matthew!

The Editorial Board now consists of nine persons: Tony Ritchie, R.P.F. (Ret.) (Ottawa), Fred Pinto, R.P.F. (North Bay), Lauren Quist, R.P.F. (Hearst), Matt Wilkie R.P.F. (Kenora), Sarah Bros R.P.F. (North Bay), Jim McCready, R.P.F. (Carleton Place), Mike Rosen, R.P.F. (Ottawa), and Caroline Mach, R.P.F. (Rosemont) who is the Editor and Eric Thompson, R.P.F. (Kemptonville) who is now the Board Chair.

The Editorial Board has conference calls throughout the year that are designed to confirm the themes for future issues. For each theme the Editorial Board members identify the types of subjects and authors that might be solicited to prepare articles. It is then the responsibility of the members to solicit authors or write the articles for each issue.

Theme-based articles are typically provided to the Editor, who edits and assembles the product into an electronic layout. The Editor then forwards the issue layout to the OPFA office. The OPFA office places *The Professional Forester* on the OPFA website and advises members by e-mail when the issue is available. The OPFA office produces a very limited number of paper copies of *The Professional Forester* for members who do not have access to e-mail.

*The Professional Forester* publishes four issues per year. This year, the themes for those four issues were:

- March 2015 – **Modern Forestry – The New Diversity**
- June 2015 – **Fire in Forestry**
- September 2015 – **Volunteerism in OPFA – Who's doing what?**
- December 2015 – **Science and Research in Forestry**

In 2016, we can look forward to some additions and new ideas for the newsletter. Along with the electronic mail out, our Editor is investigating a new digital friendly format to allow members to better search the newsletter. We will be asking Councillors to provide a note in each issue so members can be better informed of what's going on within the OPFA. In addition, we have asked the Executive Director to include a note in every issue also. Finally, we are

hopeful we can hear more from our members. This would include a new series of articles to run in every issue that focus on different member's perspectives. This series will be designed to profile our members, their job, their whereabouts, and also encourage our younger members to participate.

Some of the themes being developed for the 2016 issues of *The Professional Forester* include:

- **For the Forest – From the Forest ...Our opportunities are growing**
- **Changing Face of Forestry**
- **Forest Insects and Disease**
- **And more...**

The Editorial Board encourages and greatly appreciates OPFA member input to the selection of future themes and the provision of articles. If you wish to identify possible future themes or contribute to *The Professional Forester*, please contact the Editor, Caroline Mach, R.P.F. at [newsletter@opfa.ca](mailto:newsletter@opfa.ca).

## WEBSITE COMMITTEE REPORT

By Greg Pawson, R.P.F., Chair

The OPFA Website Committee had a significant change in 2015. Dave Legg, R.P.F., long-time serving webmaster decided it was time for someone new to take on the responsibilities as webmaster. The OPFA was well served by Dave's guidance for many years. The OPFA is grateful to Dave for his many years of providing support to the OPFA website.

Fred Dewsberry, R.P.F., a long-serving OPFA Website Committee Member stepped up to the plate and has taken on the role of webmaster.

The OPFA Website Committee convenes regularly by teleconference to deal with matters of immediate concern and need.

The website continues to be improved to better serve administrative needs of the Association. Throughout 2015 the Committee worked with OPFA staff to address functionality of the website for office functions (e.g. members updating competency requirements, updating of members personal information and payment of dues). Going forward the OPFA plans to review software applications that can manage OPFA business functions including website content and membership database needs.

2015 also saw the first advertising on the OPFA website. The top banner of webpages now functions as advertising space

for organizations wishing to make use of this service. This opportunity provides a new stream of revenue for the benefit of the OPFA.

The main items addressed in 2015 by the Committee included:

- Continued updating of website content
- Website functionality for various roles of the OPFA and the Committee administrators
- Clarifying continuing education credits (competency maintenance by members)
- Changes to payment functionality to improve online payment process
- Updated forms to improve process for applying to be a member of OPFA

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

# Ontario Professional Foresters Association 2015 Annual Report

## COMPETENCY SUPPORT COMMITTEE REPORT

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

### 1. Introduction

In 2008, following the work of the Competency Maintenance Working Group, Council decided to form a Standing Committee to develop and maintain a competency support system for OPFA members. *The Professional Foresters Act, 2000* requires that we have a quality assurance program. Although the OPFA had implemented a system based on self-directed continuing education (CE) (including the accumulation and tracking of CE Credits), this did not meet all of the regulatory requirements under the Act. OPFA Council combined their Quality Assurance and Continuing Education authorities into the Competency Support Program. The Competency Support Committee provides advice and support on various aspects of the program. This Committee has been operating since January 2009.

### 2. Committee Membership:

Richard Macnaughton, R.P.F. (Ret.)

Ivan Listar, R.P.F.

Herb Bax, R.P.F.

Lauren Quist, R.P.F.

Tom Crosswell, R.P.F.

Ben Kuttner, R.P.F.

Bob Elliott, R.P.F., Chair

The Committee reports to Susan Jarvis R.P.F., the OPFA Registrar. Susan attends the Committee meetings to provide information, advice and guidance relative to the Committee's mandate and activities.

### 3. The Task

To develop and recommend a member-friendly competency maintenance program and working tool for all practicing members of the OPFA in support of the Competency Support Program to:

- Support member's individual responsibility for maintaining professional competency;
- Encourage excellence; and
- Adequately meet the Association's due diligence in these regards (*Professional Foresters Act, 2000*).

### 4. Key Working Principles

The Committee developed a number of principles to guide its work. The key principles are:

- The Competency Support Program will be based on member self-assessment and planning. It will be developed and driven by Members.
- Continuing Education will be relevant to the Learning Plan.
- The Competency Support Program will be cost effective.
- Reporting mechanisms will be as efficient and simple as possible.

### 5. Accomplishments – 2015

The Committee's work was focused on furthering the development and introduction of a voluntary Peer Review Process, and

supporting revisions to the Competency Support Guide. As a result, the Committee completed the following tasks:

- The development of proposed changes to the personal practice focus and learning plan outlines to improve the guidance provided to OPFA members.
- Review and input into the preparation of a new OPFA Practice Guidance document that will update the current Competency Support Guide.
- Recommendations and input to the voluntary Peer Review Process that will be included in the Competency Support Practice guide.
- Work on a draft communication/education plan to support the introduction of the new Practice Guide and the voluntary Peer Review Process.

The revisions to the Competency Support Guide will be published as a new OPFA Practice Guidance document when completed. It will include:

- The guidance members need to complete and maintain their Personal Practice Focus description and the supporting Learning Plan.
- The process to record and report the details associated with member's competency maintenance requirements.
- The guidance to help members participate in the voluntary Peer Review Process.

# Ontario Professional Foresters Association 2015 Annual Report

## COMPETENCY SUPPORT COMMITTEE REPORT CONTINUED

Information about the contents and changes to the Competency Practice guide will be communicated to the OPFA membership using:

- Articles in *The Professional Forester*
- Updates on the OPFA website
- Conference calls and/or webinars where required
- Regional OPFA seminars as they are held.

As always, the Committee encourages OPFA members to make sure that their annual records regarding a completed Personal Practice Focus, Learning Plan and Continuing Education Credits are up to date.



# Ontario Professional Foresters Association 2015 Annual Report

## PRIVATE LAND FORESTRY COMMITTEE REPORT

By Bob Burgar, R.P.F. (Ret.), Chair

The Committee held three conference call meetings between December 2014 and November 2015.

During the year, the Committee was involved in making several recommendations to Council on different matters: on the revised Terms of Reference for the Committee; on suggesting that the Committee provide assistance to members in addressing education and training needs or possibly the production of guiding materials for R.P.F.s who work on private land or with private landowners and; recommending that Council initiate action to coordinate all groups concerned with Ontario's forests to create "one voice for the forest".

The Committee has not received any direction or request for action on any of the recommendations.

It was drawn to the Committee's attention that Dufferin County had rescinded its forest conservation/tree cutting by-law. The Committee assisted one of its members, Peter Williams, R.P.F., in preparing a presentation to show the value, to the County and to the public, of such a by-law. The presentation was made to the appropriate Committee of Dufferin County Council in March, 2015.

The Private Land Forestry Committee consisted, in 2015, of; Sarah Bros, R.P.F., Al Corlett, R.P.F., Ken Elliott, R.P.F., Peter Hynard, R.P.F., Caroline Mach, R.P.F., Martin Streit, R.P.F., Eric Thompson, R.P.F., Linda Touzin, R.P.F., Peter Williams, R.P.F., Bob Burgar, R.P.F.(Ret), Chair and Judy Biggar, Secretary.



## CROWN LANDS FORESTRY COMMITTEE REPORT

By Mike Barker, Chair

In this seventh year of its mandate the Crown Land Forestry Committee [CLFC] met three times, reviewing and addressing a variety of issues of interest to the OPFA that arose in the management of the Crown forests of Ontario.

2015 membership included: Craig Howard, R.P.F. (Vice Chair), George Graham, R.P.F., Susan Jarvis, R.P.F., Registrar, (Ex-officio), Tom Ratz, R.P.F., Ken Van Every, R.P.F., Sarah Bros, R.P.F., Dave Gordon, R.P.F. (Ret.), Mike Barker, (Chair), David Milton, R.P.F. (Ret.), Peter Nitschke, R.P.F., and Fred Pinto, R.P.F., Executive Director (Ex-officio).

The mandate of the CLFC is to:

1. Monitor the Crown land forestry regulatory system and its impact on the practice of forestry in the province.
2. Review Crown land forestry issues that are referred to the committee or approved by Council.
3. Define issues and make recommendations to Council as required.
4. Maintain a general focus on practice standards rather than technical standards.
5. Review each practice bulletin that relates to Crown land forestry at least every five years to ensure they reflect the current crown land forestry issues. Develop new practice bulletins as required.
6. Act as a focus group for discussions with allied or other organizations as requested.

7. Maintain, for review and approval of Council, a list of issues being addressed. The Chair will make progress reports on these at Council meetings.

CLFC meetings are held by teleconference and scheduled on the third Thursday of each month. In 2015 the committee continues to be proactive, as best it can, in matters such as:

### **1. The Provincial Auditors Report**

a. MNRF's actions in response to the Provincial Auditors 2011 review of forest management in the province continue.

b. Nine of the ten action items have been completed. Only the Silvicultural Enhancement Initiative with its in-depth review and policy implications it still outstanding.

### **2. Silvicultural Enhancement Initiative**

a. Now in its third year, this project is a comprehensive response to issues raised by the Provincial Auditors Report and a review by Internal Audit of the Forest Renewal and Forestry Futures Trusts and the Independent Forest Audit (IFA) program.

b. Based on the reactions of stakeholders to a 2013 survey, two focus groups were formed. One addressed IFA issues and the Trusts while the other dealt with silvicultural matters such as the free-to-grow decision process and the measurement of silvicultural success rates.

c. CLFC members Sarah Bros, R.P.F. and David Gordon, R.P.F.

were each appointed to a focus group and provide the committee with regular updates.

d. A discussion paper was developed and circulated to participants seeking feedback on several options. A draft of the selected options was circulated to some participants late in the year. An EBR posting is expected momentarily.

e. When the selected options are approved the resulting actions will be made operational through adjustments to the silviculture manuals.

f. The exercise was scheduled for completion by March 31, 2015 but is ongoing.

### **3. MNR Transformation**

a. After the recent election MNR was renamed the Ministry of Natural Resources and Forestry [MNRF] and the transformation exercise was adjusted to accommodate new reporting relationships. Most pertinent was the creation of the Forest Management and Lands Branch as part of the Policy field. Forestry field operations are now the responsibility of the Regional Operations Division. Responsibility for forest management planning has moved from the District to the Region. Transferred staff at both levels are settling into their new roles.

b. The transformation is now entering its fifth year and the shifting roles and responsibilities are sometimes difficult to follow. Staff movement and adjustment to the new roles may also explain the slowing of approvals for ongoing initiatives and the scarcity of new ones.

## CROWN LANDS FORESTRY COMMITTEE REPORT CONTINUED

### **4. Changes to the EA Declaration Order**

MNRF continues to seek revisions to the MOE Timber EA declaration order that would result in efficiencies in forest management administrative processes that have been in process since 2007. Progress stalled during the 2014 election. MNRF had hoped to complete the exercise by March 2015 but as of this printing it had not been completed.

### **5. Five-Year Environmental Assessment Report**

a. At the January meeting, Paul Glassford, MNRF, presented an overview of the report from a presentation that had been circulated to CLFC members.

b. He explained that the report, which covers the period 2008-2013, continues to provide an information base to support MNRF's adaptive management approach.

### **6. Independent Forest Audit Review**

a. MNRF filed an EBR registry posting proposing changes to the Independent Forest Audit Program. CLFC members reviewed the document and prepared a response, which was forwarded by the Executive Director in late September 2014.

b. At the March meeting Troy Anthony, MNRF, outlined the background, current status of the initiative, and the changes now under consideration via a slide presentation.

c. Further emphasis on a "risk based" approach will be featured.

d. The proposed changes are still awaiting approval.

### **7. Species at Risk/Caribou Range Management**

a. This subject continues to be monitored by the CLFC.

b. The controversial caribou policy, which, if and when approved will be incorporated into the Forest Management Planning Manual (FMPM), is currently the subject of a lawsuit filed against MNR by an environmental NGO.

### **8. Crown Land Issues List**

The CLFC is currently monitoring the following crown land issues:

- i. Provincial Auditors Report/Silvicultural Enhancement Initiative
- ii. Species At Risk
- iii. Caribou Range Management Policy

## URBAN FORESTRY COMMITTEE REPORT

By Michael Rosen, R.P.F., Chair

Returning members of the urban forestry committee were John Cary, R.P.F., Anne Koven, R.P.F. (Hon.), Jim McCready, R.P.F., John McNeil, R.P.F., Astrid Nielsen, R.P.F., Mike Rosen, R.P.F., Shelley Vescio, R.P.F., and Carol Walker, R.P.F. Andy Kenney stepped down as Chair and was replaced by Mike Rosen. Lloyd Burridge was added to the Committee. Judy Biggar stepped down as administrative support to the Committee after years of service. Five meetings were held as conference calls.

The Committee continued to be engaged in the development of a set of competencies specific to the practice of urban forestry in Ontario in order to ensure the protection of the public interest. These competencies paralleled the Certification Standards for “conventional” forestry used by the Canadian Federation of Professional Forestry Associations (CFPFA). The Committee’s 2013 Annual Report provided some background on the approach and a preliminary summary of how the urban forestry competencies would compare with those for conventional forestry. A draft document titled *Urban Forestry and the Registration of Professional Foresters* was submitted to Council after input from 57 R.P.F.’s, who have been identified as having urban forestry as part of their practice, for their consideration, on June 7, 2014. These standards were reviewed by Council. Council recognized that agreement with the other professional associations was required to ensure that any change met with labour

mobility regulations in Canada. The OPFA had led this initiative with other forest professional associations. There has been quite a bit of movement on this front at the national level and this urban forestry initiative has triggered the national assessment team responsible for the Credential Assessment Process (CAP) to establish competencies for five different specialties, including urban forestry. They are moving quickly on this, with other provinces on board. Therefore, our Committee has much to be proud of.

The Faculty of Forestry, UBC began admitting students into their Bachelor of Urban Forestry program in September, 2015. The Faculty of Forestry and Environmental Management at UNB has also accepted students into their new program in urban forestry in 2015. The University of Toronto is trying to do develop an urban forestry program as well. There may be other Faculties of Forestry who are contemplating the same.

The Committee has also been dealing with the idea of doing proactive outreach to key urban forestry employers (municipalities) as a way of identifying the positive reasons to hire or to have included in contractual documentation the inclusion of “R.P.F.” as an asset. The challenge is that without an approved document outlining the necessary competencies of an “R.P.F.” working in the urban forest, it may be difficult to implement. The Committee does however see immediate relevancy in a basic document outlining the value of urban forests for municipalities.

The Committee also continued to monitor other urban forestry issues, including:

- The use of prescribed burning for ecosystem restoration in urban areas now that the Ontario Ministry of Natural Resources and Forestry has ceased providing technical support in urban areas – the concern is that these fire-dependent, forested ecosystems are at risk of not regenerating;
- The efforts of the Green Infrastructure Ontario coalition to raise the significance of urban forestry with the provincial government and;
- The focus on urban forestry at the OPFA Conference in Toronto and its positive reception by those foresters attending.

# Ontario Professional Foresters Association 2015 Annual Report

## CANADIAN FORESTRY ACCREDITATION BOARD REPORT

By F. Johnson, R.P.F.

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

The Board was established in 1989 and has been conducting site visitations since 1990. Assessment of academic programs is undertaken in accordance with comprehensive competency- and knowledge-based academic standards but includes, also, consideration of: facilities and services offered, faculty experience, qualifications and tenure; and the ability of the program to instil 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, twelve forestry programs (ten baccalaureate and two Master's) in Canada enjoy accredited status.

The Board does not accredit faculties or institutions, nor does it review programs outside Canada.

The Board met once over the year - in Winnipeg, Manitoba on September 11th. At this meeting the Board considered the review reports provided by the assessment teams, as well as supplementary information from team participants, on the reviews of programs at Laval and the University of Northern British Columbia (UNBC). The Board determined that the Laval University programs (the Forest Management and Environment Program and the Forest Operations Program) and the UNBC major (Forest Ecology and Management major, Ecosystem Science and Management Program) meet the requirements for accreditation. Each of the three programs was granted accreditation for a period of six years, the maximum allowed by the CFAB Policy Statement.

The Board also considered the report of the review team on follow-up action taken by the Faculty of Forestry, University of Toronto to enhance instruction on the subject matter of Accreditation Standard 7, Professionalism and Ethics. The Board determined that the direction taken by the Faculty satisfied the requirements of the Standard and reaffirmed its decision as of September 24, 2014 granting the program six-year

accreditation to December 31, 2019.

One regular review, at the University of Moncton, Edmundston Campus, is scheduled in 2016.

There was one change in Board membership over the past year. Bill Buggie, R.P.F., longstanding member of the Newfoundland and Labrador association, stepped down and was replaced by Jason Pond, R.P.F.

Board members and alternates at the end of 2015 were:

Peter Marshall, R.P.F. (Chair) and Casey Macaulay, R.P.F. (alt) Association of British Columbia Forest Professionals;

Roger Roy, R.P.F. and Rod O'Connell, R.P.F. (alt.), Association of Registered Professional Foresters of New Brunswick;

Jason Pond, R.P.F. and Glen Knee, R.P.F. (alt.), Association of Registered Professional Foresters of Newfoundland Labrador;

Ian Millar, R.P.F. and Roger Aggas, R.P.F. (alt.), Registered Professional Foresters Association of Nova Scotia;

Germain Paré, 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;

# Ontario Professional Foresters Association 2015 Annual Report

## CANADIAN FORESTRY ACCREDITATION BOARD REPORT CONTINUED

John Daisley, R.P.F. and Peggy McDougall, R.P.F. (alt), Association of Saskatchewan Forestry Professionals;

Dave Blackmore, R.P.F. and Charles Backman, R.P.F. (alt.), College of Alberta Professional Foresters;

Bruce Dancik, R.P.F., (no alternate) Canadian Institute of Forestry.

All of those serving at the end of the year are expected to continue their participation in the coming year. Lorne Riley, R.P.F. (Ret.), an OPFA Life Member, is the Executive Director.

As a member, the Board remained fully active in the meetings and activities of the Canadian Federation of Professional Foresters Associations (CFPFA) and its subcommittee, the Credential Assessment Authority (CAA). The CAA oversees the implementation of the national Credential Assessment Process (CAP) created to assess the academic and experiential credentials of applicants for certification who have not graduated from an accredited program. The CFPFA continues to be involved in a collaborative undertaking with the Association of University Forestry Schools of Canada (AUFSC) to review and, potentially, adjust the academic standards for certification to broaden the base of academic backgrounds and chosen career paths considered

acceptable for professional forestry practice in Canada. This undertaking was started in 2014 and will take some time to complete.

The Board is also an active member of the Association of Accrediting Agencies of Canada (AAAC). The AAAC considers items of mutual accreditation interest and shares accreditation experience amongst its thirty-seven member agencies.

The CFAB has agreed to assist the OPFA with an Ontario Government funded project titled the "Bridge Training Program for Foresters" (BTPF). The purpose of the program is to make available instruction modules for candidates who have entered the CFPFA's Credential Assessment Process and for whom it has been determined through panel assessment that gaps exist in their attainment of the academic requirements of the Certification standards for entrance into professional practice. Two Ontario university-based suppliers have been contracted by the OPFA to develop and deliver the instruction modules designed to enable candidates to make up such deficiencies. This work is to take place between December, 2015 and June, 2016. The outcome of the work will be online training modules supported by on site field training and/or workshops where necessary.

### **STATUS OF CFAB PROGRAM ACCREDITATIONS AT CANADIAN SCHOOLS OF FORESTRY, DECEMBER 2015:**

#### **August 2011**

*University of New Brunswick, Faculty of Forestry and Environmental Management, Forest Ecosystem Management Program*

Accredited for six years to June 30, 2017

#### **August 2011**

*University of Alberta, Faculty of Agricultural, Life and Environmental Sciences, Alberta School of Forest Science and Management, Forestry and Forest Business Management Programs*

Accredited for six years to June 30, 2017

#### **September, 2012**

*University of British Columbia, Faculty of Forestry, Forestry Program, Forest Resources Management and Forest Operations majors*

Accredited for six years to June 30, 2018

#### **September, 2012**

*Lakehead University, Faculty of Natural Resources Management, Honours Forestry Program (H.B.Sc.F.)*

Accredited for six years to June 30, 2018

#### **September, 2013**

*Université de Moncton, Faculté de foresterie (now École de foresterie), Programme des Sciences forestières*

Extension of the three-year accreditation awarded in 2010 for three years to June 30, 2016.

# Ontario Professional Foresters Association 2015 Annual Report

## CANADIAN FORESTRY ACCREDITATION BOARD REPORT CONTINUED

### **September, 2013**

*University of British Columbia,  
Faculty of Forestry, Master of  
Sustainable Forest Management  
Program*

Accredited for six years to June  
30, 2018.

### **September, 2014**

*University of Toronto, Faculty of  
Forestry, Master of Forest Conser-  
vation Program*

Accredited for six years to De-  
cember 31, 2019

### **September 2015**

*Laval University, Faculty of Forest-  
ry, Geography and Geomatics, Forest  
Management and Environment and  
Forest Operations Programs*

Accredited for six years to June  
30, 2021

### **September 2015**

*University of Northern British  
Columbia, College of Science  
and Management, Ecosystem  
Science and Management Pro-  
gram, Forest Ecology and  
Management major*

Accredited for six years to June  
30, 2021



# Ontario Professional Foresters Association 2015 Annual Report

## ONTARIO PROFESSIONAL FORESTERS ASSOCIATION ANNUAL GENERAL MEETING 2015 MINUTES

Thursday, April 9th, 2015  
Sheraton Airport Hotel, Toronto, Ontario  
*(minutes are draft until approved at the 2016 AGM)*

### 1) Call To Order:

President Martin Neumann, Associate, called the meeting to order at 4:45 p.m. noting that this was the 2015 Annual General Meeting (AGM) of the Ontario Professional Foresters Association.

### 2) Notices, Members and Proxies:

The President introduced Susan Jarvis, R.P.F., Registrar. The Registrar noted that the notice of the meeting was distributed electronically, or by paper, 30 days in advance of AGM, and subsequently published in the March issue of The Professional Forester newsletter.

There were 77 members in attendance and 16 proxies had been received; 5 proxies appointing the President, 9 proxies appointing Tom Ratz, R.P.F., 1 proxy appointing Peter Street, R.P.F. and 1 proxy appointing Fred Pinto, R.P.F. As Peter Street was not present, that 1 proxy was reassigned to the President (total of 6 proxy votes).

Since a total of 40 attending members and proxies is needed for quorum, the Registrar noted that the meeting was properly constituted to proceed.

### 3) President's Remarks:

The President welcomed members, and noted that guests were welcome, however only members are entitled to vote during the meeting.

The President noted that the Annual Report for the previous fiscal year, with all reports and the audited financial statements, were posted on the OPFA website and notice of such was sent to all members. He also noted that printed copies of the Annual Report were available at the meeting and that one would be sent to any member upon request.

The President introduced members of the OPFA staff team: Registrar, Susan Jarvis, R.P.F., and Executive Director, Fred Pinto, R.P.F. It was also noted that Astrid Nielsen, R.P.F. (Vice President) and Ken Elliott, R.P.F. (Elected Councillor) were available to collect any late resolutions.

### 4) In Memoriam:

The President noted that nine members had passed away since the last Annual Meeting or whose death we heard about since then. He asked for a moment of silence in their memory:

David Goss	Dave Taylor
Lotars Kakis	C.W. Yeatman
Ronald Powell	Rob Booth
Lewis Ringham	Murray Bowen
John Somerville	

### 5) Recognition of New Members:

The President asked any new members in attendance that had joined the OPFA since the last AGM, to stand and introduce themselves. New members present included Timea Filer, Christine Leduc, Aklilu Ahema, Malcolm Cockwell and Andrew Avsec. These new members were warmly welcomed.

### 6) Approval of Minutes of 2014 Annual Meeting:

The President noted that the minutes were posted in draft on the website and are in the printed 2014 Annual Report.

**Motion:** It was moved by Paul Poschmann, R.P.F., seconded by David Milton, R.P.F.(Ret.), that the minutes of the 2014 AGM be accepted as presented.

**Carried.**

### 7. Resolution Updates:

There was one resolution received at the 2014 Annual Meeting which required an update.

#### Resolution 2014-1:

*Moved by John Cary, R.P.F. and seconded by Shelley Vesco, R.P.F.:*

*"Whereas the scope in the Professional Foresters Act 2000 recognizes the unique place of urban forestry within the profession by distinguishing between "forests and urban forests";*

# Ontario Professional Foresters Association 2015 Annual Report

## ONTARIO PROFESSIONAL FORESTERS ASSOCIATION ANNUAL GENERAL MEETING 2015 MINUTES CONTINUED

*“Whereas the skill sets for conventional forestry and urban forestry have considerable overlap; each also has a unique subset of knowledge and skills”; and*

*“Whereas the mission of the OPFA is to advocate for and ensure that effective professional practice is implemented”;*

*“Be it resolved that Council give consideration to the development of a set of competencies for urban forestry.”*

The President called upon Fred Pinto, R.P.F., Executive Director, who provided the update. The OPFA Urban Forestry Committee, one of our three practice committees, drafted a set of proposed competencies for urban foresters. Council discussed these competencies, as well as alternative licensing options, for groupings of competencies for specialized areas of practice, including Urban Foresters. Council supported the revision of competencies for Full R.P.F. membership based on specialized areas of practice and initiated this change at the national level, which is ongoing.

The President recognized and thanked the Urban Forestry Committee for their work that triggered this national review of competencies for membership.

### 8) Annual Reports:

The President asked for a blanket motion to accept all reports, rather than deal with them individually. However, it was noted that if any member

had reason they wished to explain, that any report could be separated from the motion for a separate vote. Hearing no such request, the President asked for the motion.

**Motion:** It was moved by Carl Corbett, R.P.F., seconded by Greg Pawson, R.P.F. that the following reports be received as presented in the 2014 Annual Report.

- President’s Message
- Executive Director’s Report
- Registrar’s Report
- Finance and Audit Committee Report
- Registration Committee Report
- Awards & Recognition Committee Report
- Editorial Board Report
- Website Committee Report
- Competency Support Committee Report
- Private Lands Forestry Committee Report
- Crown Lands Forestry Committee Report
- Urban Forestry Committee Report
- Career Awareness Committee Report
- Canadian Forestry Accreditation Board (CFAB) Report
- Ontario Professional Forestry Foundation Report

**Carried.**

### 9) Consideration of Specific Reports in the Annual Report:

No reports were requested to be separately considered.

### 10) Auditors Report & Financial Statements:

The President noted that the 2014 financial statements have been approved by Council and the auditor’s report has been received. Both appear in the 2014 Annual Report.

The President called for any questions to be directed to Bob Burgar, R.P.F. There were no questions.

### 11) Council’s Appointment of Association Auditor:

The President reported that Council, on Feb. 17, 2015, appointed Ed Girardi, C.A. as Auditor for the Association for the year ending November 30<sup>th</sup>, 2015. The President called for questions, however no questions were asked.

The President then concluded that all reports in the 2014 Annual Report were received, except for the information on pages 58 through 61: our sponsors for last year’s 2014 Annual Conference. The members applauded last year’s sponsors, as well as the sponsors for this year’s Annual Conference.

### 12) Confirming and Approving the Acts and Procedures of Officers and Councillors:

The President called for a motion:

**Motion:** It was moved by Bob Staley, R.P.F.(Ret.) and seconded by Lorne Riley, R.P.F.(Ret.) that all acts, contracts, by-laws, proceedings, appointments, elections and payments enacted,

## ONTARIO PROFESSIONAL FORESTERS ASSOCIATION ANNUAL GENERAL MEETING 2015 MINUTES CONTINUED

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.**

### 13) Confirmation of Proposed By-law Changes:

The President noted that the proposed by-law changes were approved by Council. A summary of the proposed by-law changes and rationale for the changes was distributed to members 30 days in advance of this meeting and were posted on the OPFA website for review.

The President presented a summary of the by-law changes as follows (by By-law article number):

10.26 - to allow Council to appoint a councillor when no nominations for a seat are received;

11.5 - to remove the option to write all 16 OPFA subject-area challenge exams (old certification standard) in lieu of undergoing the Credential Assessment Process (CAP)(current Certification Standard). Exams may still be written for the purpose of filling identified competency gaps after the CAP assessment;

11.5 and 11.6 - to standardize membership requirements for character witnesses,

11.9, 11.11 - to reference "direct" supervision to be consistent with Ontario Regulation 145/01 wording;

11.22 - to include additional designations for use by Full members and for Provisional members; and

14.5 and 14.13 - to modify the Competency Support program articles to recognize voluntary Peer Review.

The President invited questions or comments. There were none.

The President presented the approved by-law changes to the membership for a confirmation vote. The President asked if any member requested a separate vote on any individual by-law article. No by-law changes were requested to be separately considered. A confirmation vote was conducted.

### Confirmation of Proposed By-law Changes: Carried.

The President stated that the proposed 2015 By-law changes are confirmed by the membership and will be effective April 10, 2015.

### 14) Report on OPFA Work Plan for 2015:

The President introduced Fred Pinto, R.P.F., Executive Director, who provided brief updates on initiatives for this 2014-2015 year:

- Development of Bridge Training Program for Foresters (BTPF) is on-going

- Review of OPFA by Ontario Internal Audit Division requested by OPFA Council
- OPFA working to diversify revenue streams beyond membership fees
- Advocacy strategy includes explaining the role of professional foresters in Ontario
- Proposed changes to Regulation 145/01 under the Professional Foresters Act, 2000
- Consider by-law changes to expand membership within current definition of professional forestry

Voluntary peer review process being initiated this year

### 15) Resolutions:

The President noted that our by-laws call for written, moved and seconded resolutions to be received at the OPFA office at least 6 weeks before the Annual Meeting so they might be included on the agenda; none were received. The by-laws further allow other written, moved and seconded resolutions to be considered at the AGM, but only if the majority of Members present agree to consider the resolution.

Two resolutions were duly received at the meeting in writing with a mover and seconder recorded.

# Ontario Professional Foresters Association 2015 Annual Report

## ONTARIO PROFESSIONAL FORESTERS ASSOCIATION ANNUAL GENERAL MEETING 2015 MINUTES CONTINUED

The first resolution was read by the Troy Anthony, R.P.F. The President asked for a show of hands in favour of considering the resolution. A majority of members present were in favour of considering the resolution.

### Discussion Carried.

#### Resolution 2015-1:

*Moved by Troy Anthony, R.P.F. and seconded by Matt Kendrick, R.P.F.:*

*“Whereas the OPFA recently launched an unsuccessful legal action in the case of an alleged unauthorized practice, and*

*Whereas significant criticism was levelled at the OPFA and its expert witnesses in the court decision, and*

*Whereas the legal cost incurred by the OPFA have placed the OPFA in an unfavourable financial position,*

**Be it resolved that** *Council give consideration to providing information to OPFA members regarding the rationale and outcome of the recent court case*

- *How the case contributed to the OPFA mandate and served to protect the public interest?*
- *Total cost?*
- *What will be considered prior to pursuing future court cases?*
- *To what extent should OPFA members be consulted prior to initiating action in the future?”*

The resolution was presented by Troy Anthony, R.P.F., followed by discussion of the resolution.

Questions were asked by members regarding the unauthorized practice court proceeding that concluded in 2014. Registrar,

Susan Jarvis, R.P.F. responded, in part, to the questions listed in Resolution 2015-01:

- Information on the unauthorized practice case has been previously communicated to members, both while it was on-going and also after its conclusion. Communication occurred through The Professional Forester newsletter, the OPFA website, and direct communication via emails to members.
- The OPFA has a specific mandate to regulate its members and the practise of professional forestry in Ontario. Since 2000, professional forestry is a “right to practice” profession, meaning all professional forestry practitioners must either be a licensed member of the OPFA, or work under the direct supervision of a licensed member, or be eligible to practise under the benefit of an exclusion listed in the Professional Foresters Act, 2000. When it appears that none of these options are being followed, then the association has the mandate to follow-up with individuals involved.
- The case involved three allegations: use of a restricted title/designation, engaging in the practise of professional forestry, and holding out (as practising professional forestry). Two of the three allegations were argued in court with a decision that no injunction was warranted.

The application was dismissed without arguments on the third point being heard.

- The Financial Statement in the 2014 Annual Report reflects final costs for the case last year. As the case was heard over 2 years there were costs reported in the 2013 Annual Report as well. No additional expenses are carried over to the 2014-2015 fiscal year or future years.
- The OPFA will continue to develop practice guidance for members, and implement (and document) a graduated approach to enforcement. Firstly, Complaints and Discipline only apply to members and are handled through internal OPFA processes. Secondly, unauthorized practice cases are handled by the OPFA with the goal of resolution. This initially takes the form of education on what is professional forestry, who must be licensed, clarification on what activities the person is conducting, and also typically includes an offer to assist with the registration process towards membership. If an unauthorized person continues to practice what we consider to be professional forestry, additional communication will take place. Options available to the association include specific requests to the person to stop conducting professional forestry activities (unless supervised), letters delivered from our legal

# Ontario Professional Foresters Association 2015 Annual Report

## ONTARIO PROFESSIONAL FORESTERS ASSOCIATION ANNUAL GENERAL MEETING 2015 MINUTES CONTINUED

counsel, and, only if warranted, an application for an injunction (cease and desist order) by the Superior Court of Justice. The public court system is the only legal option available to us according to the Act – there is no internal process allowed. It was stressed that this would only be considered as a last resort.

A vote on the resolution was called by the President.

### Carried.

The second resolution was read by the Tom Ratz, R.P.F. The President asked for a show of hands in favour of considering the resolution. A majority of members present were in favour of considering the resolution.

### Discussion Carried.

#### Resolution 2015-2:

Moved by Tom Ratz, R.P.F. and seconded by Michele Kipien, R.P.F.:

*“Whereas the Professional Foresters Act, 2000 Part 1 (General) Section 3 (Scope of Practice) Sub section (2) (Exclusions) states “The practice of professional forestry does not include acts performed in relation to the management or manipulation of forests if they are performed, (b) by a person acting within the scope of practice of a profession, trade or occupation that is listed in the regulations;” and the ONTARIO REGULATION 145/01 Part III, Section 4 (of Regulations): Excluded Acts states “For the purposes of clause 3 (2) (b) of the Act, a person who performs an act in relation to the management or manipulation of forests that is within the generally accepted scope of any of the following*

*professions, trades or occupations is not practising professional forestry when so acting, unless the person is a registered professional forester:*

*Natural resource technician and technologist.*

*Forest management plan approver certified under the “Managed Forest Tax Improvement Program”.*

*Certified tree marker.*

*Biologist.*

*Certified arborist.*

*Landscape architect.*

*Professional planner.*

*Certified Ontario or Canadian land surveyor.*

*Botanist.*

*Zoologist.*

*Professional engineer.*

*Certified property appraisers.*

*Agronomist.*

*Ecologist.*

*Whereas, currently over 20 million hectares of the province is being managed, and the forest cover is being planned by non-foresters. R.P.F.s are required to sign off/ certify on the large-scale manipulation of forest cover being planned by other practitioners, thereby calling into question our “world class” forest management process and the relevancy of R.P.F. Foresters have to the process. Those that are mandating the work have no legal responsibility or accountability for their actions.*

*Be it resolved that Council give consideration to requesting that the Lieutenant-Governor revise the*

*Act I,3(2) to include “(b) by a person acting within the scope of practice of a profession, trade or occupation that is listed in the regulations” and for less than the area limits set out within the regulations; and*

*Be it resolved that Council give consideration to requesting that the Minister of Natural Resources and Forestry revise the regulation to include “... accepted scope of any of the following professions, trades or occupations” and for an area less than 1000 hectares in size solely or in aggregate “is not ...”*

The resolution was presented by Tom Ratz, R.P.F., followed by discussion on the resolution. Mr. Ratz identified that professional foresters have a duty to manage the forest for the public interest. However, it is felt by some that Ontario’s forests are primarily being managed by Species at Risk (SARs) biologists and caribou biologists. The biologists do not have professional accountability within the forest management planning process. OPFA Regulation allows persons in listed professions, trades or occupations to be excluded from the requirement for membership. It was questioned whether that exclusion was originally intended for only smaller areas.

Open discussion took place regarding a potential size limit on areas being managed by a non-member in an excluded profession. General agreement was reached that Council

# Ontario Professional Foresters Association 2015 Annual Report

## ONTARIO PROFESSIONAL FORESTERS ASSOCIATION ANNUAL GENERAL MEETING 2015 MINUTES CONTINUED

should determine an appropriate size limit, if warranted, when it considers this resolution. Therefore, the last paragraph of Resolution 2015-2 was voluntarily amended as follows:

***Be it resolved that Council give consideration to requesting that the Minister of Natural Resources and Forestry revise the regulation to include "... accepted scope of any of the following professions, trades or occupations" and for an area less than [an area to be determined by OPFA Council] hectares in size solely or in aggregate "is not ..."***

A vote on the revised resolution was called by the President.

**Carried.**

### **16) Other Business:**

The President inquired if there is any other business for discussion, however there was none. The President raised two matters before termination:

#### **2016 Annual Conference**

The President announced that North Bay members have begun organizing the 59<sup>th</sup> OPFA Annual Conference for next April, 2016.

#### **Acknowledgement 2015 Annual Conference**

The President acknowledged the support of sponsors and exhibitors for this year's conference. His comment was followed by a spontaneous round of applause.

The President also acknowledged the excellent organization and dedicated work of the volunteers on the Conference Organizing Committee for 2015:

Co-Chairs: Anne Koven, R.P.F. (Hon.) and John Cary, R.P.F. and alphabetically:

Hina Alam

Malcolm Cockwell, R.P.F.

Dana Collins

Ian Dunn, R.P.F.

Meaghan Eastwood

Sam Gildiner, R.P.F.

Carla Grant

Scott Jackson

Peter J. Johnson, R.P.F.

Jessica Kaknevicus

Rob Keen, R.P.F.

Andy Kenney, R.P.F.

Christine Leduc

Janet McKay

David G. Milton, R.P.F. (Ret.)

Danijela Puric-Mladenovic

Stephanie Parize

Vivian Peachey

Dave Pearce

Jack Radecki

Sandy Smith

Philip van Wassenae

Carol Walker, R.P.F.

Peter Wynnyczuk

This acknowledgement was met with enthusiastic applause from the audience.

### **17) Termination:**

As there was no further business, the President declared the 2015 Annual General Meeting of the OPFA to be terminated at 5:50 p.m.

**Ontario Professional Foresters Association**

**Audited Financial Statements**

November 30, 2015

*Ed Girardi*  
*Chartered Accountant*

## Ontario Professional Foresters Association

### Index

	Page
• Independent Auditor's Report	1
• Balance Sheet	2
• Statement of Operations	3
• Statement of Changes in Net Assets	4
• Statement of Cash Flows	5
• Notes to Audited Financial Statements	6 to 13

**ED GIRARDI PROFESSIONAL CORPORATION**  
(Authorized to practise public accounting by The Institute of Chartered Accountants of Ontario)

463 Alper Street  
Richmond Hill, ON L4C 2Z5

ED GIRARDI, B.B.A., C.P.A.  
Chartered Accountant

Telephone: 905-884-8644  
Fax: 905-884-6992  
E-mail: e.girardi@rogers.com

## Independent Auditor's Report

TO: The Members of the Ontario Professional Foresters Association

I have audited the accompanying financial statement of the Ontario Professional Foresters Association which comprise the balance sheet at November 30, 2015 and the statements of operations, changes in net assets, and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

### Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.


An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### Opinion

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Ontario Professional Foresters Association as at November 30, 2015 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Richmond Hill, Ontario  
January 31, 2016

  
\_\_\_\_\_  
Chartered Accountant  
Licensed Public Accountant

# Ontario Professional Foresters Association 2015 Annual Report

## Ontario Professional Foresters Association

### Balance Sheet As at November 30

	2015	2014
<b>Assets</b>		
<b>Current</b>		
Cash	\$ 349,556	\$ 99,884
Restricted cash (Note 13)	148,596	135,590
Accounts receivable	1,359	1,197
Prepaid expenses and deposits	4,610	3,710
	<u>504,121</u>	<u>240,381</u>
<b>Long Term Investments (Note 3)</b>	<u>90,925</u>	<u>264,558</u>
	<u>\$ 595,046</u>	<u>\$ 504,939</u>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 24,436	\$ 40,302
Deferred grant income (Note 13)	148,596	135,590
Prepaid membership fees (Note 4)	250,001	234,980
	<u>423,033</u>	<u>410,872</u>
<b>Net Assets</b>		
Internally restricted (Note 5)	203,637	198,588
Unrestricted net assets	(31,624)	(104,521)
	<u>172,013</u>	<u>94,067</u>
	<u>\$ 595,046</u>	<u>\$ 504,939</u>

On behalf of the Board:



President



Executive Director

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

## Ontario Professional Foresters Association

### Statement of Operations For the Year Ended November 30

	<b>2015</b>	<b>2014</b>
<b>Revenues</b>		
Memberships	\$ 313,210	\$ 272,841
Application and examination	19,979	16,391
Events	33,395	21,765
Grant income (Note 13)	111,994	14,410
Miscellaneous	2,325	3,594
Interest on investments and deposits - unrestricted funds	-	232
	<u>480,903</u>	<u>329,233</u>
<b>Expenses (Note 7)</b>		
Regulatory (Note 12)	101,257	409,381
Profile (recognition of profession)	17,009	18,080
Policy engagement	9,008	6,967
Competency	111,994	14,410
Member services	16,788	10,431
Governance	68,877	63,608
General administration	83,073	90,899
	<u>408,006</u>	<u>613,776</u>
<b>Excess (deficiency) of revenues over expenses before interest from restricted funds</b>	72,897	(284,543)
Interest earned on restricted funds	5,049	7,386
<b>Excess (deficiency) of revenues over expenses</b>	<u>\$ 77,946</u>	<u>\$ (277,157)</u>

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

**Ontario Professional Foresters Association**

**Statement of Changes in Net Assets  
For the Year Ended November 30**

	<b>Internally Restricted</b>	<b>Unrestricted</b>	<b>2015</b>	<b>2014</b>
<b>Balance, beginning of year</b>	\$ 198,588	\$ (104,521)	\$ 94,067	\$ 371,224
Excess (deficiency) of revenues over expenses	5,049	72,897	77,946	(277,157)
<b>Balance, end of year</b>	<u>\$ 203,637</u>	<u>\$ (31,624)</u>	<u>\$ 172,013</u>	<u>\$ 94,067</u>

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**

	<b>2015</b>	<b>2014</b>
<b>Cash provided by (used for):</b>		
<b>Operating Activities</b>		
Excess (deficiency) of revenues over expenses for the year	\$ <u>77,946</u>	\$ <u>(277,157)</u>
Net change in non-cash working capital components:		
Prepaid expenses and deposits	(900)	(694)
Restricted cash	(13,006)	(135,590)
Accounts receivable	(162)	9,592
Accounts payable and accrued liabilities	(15,866)	(51,122)
Deferred grant income	13,006	135,590
Prepaid membership fees	<u>15,021</u>	<u>157,977</u>
	<u>(1,907)</u>	<u>115,753</u>
<b>Investing</b>		
Decrease in short and long term investments	<u>173,633</u>	<u>209,284</u>
<b>Increase in cash during the year</b>	249,672	47,880
<b>Cash balance, beginning of year</b>	<u>99,884</u>	<u>52,004</u>
<b>Cash balance, end of year</b>	\$ <u><u>349,556</u></u>	\$ <u><u>99,884</u></u>

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

## **Ontario Professional Foresters Association**

### **Notes to Audited Financial Statements For the Year Ended November 30, 2015**

---

#### **1. Purpose of the Association**

The Ontario Professional Foresters Association (i.e. 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 the Province of Ontario as a regulatory agency and has no share capital. The Association is a not-for-profit organization under the Income Tax Act (Canada) and, as such, is exempt from income taxes.

#### **2. Summary of Significant Accounting Policies**

##### **Basis of presentation**

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles for not-for-profit organizations contained in Part V of the Canadian Institute of Chartered Accountants ("CICA") Handbook.

##### **Revenue recognition**

The Association follows the deferral method of accounting for contributions, which include membership dues. Unrestricted contributions are recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured. Externally restricted contributions (i.e. Bridge Training Program) are recognized as revenue in the period in which the related expenses are incurred. Amounts received from grants for specific purposes are recognized as income to the extent of related expenses and as conditions of various agreements have been met.

Interest income is recognized as revenue when earned.

##### **Financial instruments**

Cash, accounts receivable, and investments are classified as loans and receivables which are measured at amortized cost. Accounts payable and accrued liabilities are classified as other financial liabilities, which are measured at amortized cost.

The Corporation has chosen to apply the CICA Handbook Section 3861 "Financial Instruments - Disclosure and Presentation", in place of CICA 3862 "Financial Instruments - Disclosure" and CICA 3863 "Financial Instruments - Presentation".

## **Ontario Professional Foresters Association**

### **Notes to Audited Financial Statements For the Year Ended November 30, 2015**

---

#### **2. Summary of Significant Accounting Policies (continued)**

##### **Contributed materials and services**

Volunteers contribute time and effort to assist the Association in carrying out its activities. Because of the difficulty in determining fair value, contributed materials and services are not recognized in the financial statements

##### **Measurement uncertainty**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Management reviews these estimates periodically, which include allowance for bad debts and accruals and as adjustments become necessary they are reported in the period in which they become known. Actual results may vary from the current estimates.

##### **Impairment of financial instruments**

Financial assets measured at cost are tested for impairment when there is an indication of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the impairment, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

##### **Future accounting pronouncements**

In December 2010, the Accounting Standards Board (AcSB) issued accounting standards for private not-for-profit organizations as Part III of the CICA Handbook. These standards are effective from fiscal years beginning on or after January 1, 2012. The Association has adopted these standards from December 1, 2012. To the extent that Part III of the Handbook does not address certain matters applicable to the Association, it will use accounting standards for private enterprises contained in Part II of the CICA Handbook. The impact of transitioning to these new standards has not yet been determined.

## Ontario Professional Foresters Association

### Notes to Audited Financial Statements For the Year Ended November 30, 2015

---

#### 3. Investments

The details are as follows:

##### Short Term

##### Guaranteed Investment Certificates

	2015	2014
TD Canada Trust	\$ -	\$ 22,386
Cash on deposit with Scotia McLeod	-	65,970
	<u>-</u>	<u>88,356</u>
Inter-fund transfer	-	(88,356)
	<u>-</u>	<u>(88,356)</u>
	<u>\$ -</u>	<u>\$ -</u>

##### Long Term

##### Guaranteed Investment Certificates

	2015	2014
Scotia Mortgage Corporation	\$ 42,353	\$ 41,143
Province of B.C. CPN	-	57,934
Equitable Trust	-	79,779
Dundee Bank of Canada	48,572	47,236
Manulife Bank	-	38,466
	<u>90,925</u>	<u>264,558</u>
	<u>\$ 90,925</u>	<u>\$ 264,558</u>

These investments are due to mature on various dates by April 1, 2016 and bear interest which range from 3.25% to 3.30%. As explained in Note 5 to the financial statements these investments have been internally restricted by the Association.

## Ontario Professional Foresters Association

### Notes to Audited Financial Statements For the Year Ended November 30, 2015

#### 4. Prepaid Membership Fees

	2015	2014
Balance, beginning of year	\$ 234,980	\$ 77,003
Less: Amount recognized as revenue during the year	(234,980)	(77,003)
Add: Amount received relating to the following year	250,001	234,980
Balance, end of year	<u>\$ 250,001</u>	<u>\$ 234,980</u>

#### 5. Internally Restricted Net Assets

In 2007 the Association formalized a policy of reserving funds for potential future liabilities including project over-runs, litigation or other contingencies.

A target level of funds has been established by the Council, upon advice from the Finance and Audit Committee, and is to be increased by the interest earned on these invested funds. These funds may only be used with the express approval of the Association.

The current reserve target was calculated as follows:

	2015	2014
Dissolution	\$ 45,000	\$ 45,000
Project over-runs	35,000	35,000
Allowance for two concurrent major disciplinary matters	230,000	230,000
Interest earned on invested funds	<u>75,125</u>	<u>67,739</u>
	385,125	377,739
Interest earned during the year on invested funds	5,049	7,386
Cumulative funds transferred for enforcement action (Note 12)	<u>(186,537)</u>	<u>(186,537)</u>
Balance, end of year	<u>\$ 203,637</u>	<u>\$ 198,588</u>

#### 6. Lease Commitment

The Association leases office premises at 5 Wesleyan Street, Georgetown, Ontario. Monthly lease payments are \$831 and the lease term expired on June 30, 2013. The Association is presently leasing the office space on a month to month basis.

## Ontario Professional Foresters Association

### Notes to Audited Financial Statements For the Year Ended November 30, 2015

#### 7. Expenses

Expenses presented on the statement of operations are presented in a traditional format by project groups. Common expenses are allocated to each project group based on actual utilization of such expenses. Allocations are reviewed annually, updated and applied on a prospective basis.

The break down of expenses by nature is as follows:

	2015	2014
Staff	\$ 198,994	\$ 198,054
Consultants	-	1,150
Legal	5,419	272,894
Advertising	-	2,237
Career Awareness (OFA, etc.)	-	1,425
Office (supplies, postage, photocopying, etc.)	10,169	10,963
Equipment & Software	4,543	5,324
Expenses related to grant income	111,994	14,410
Teleconferencing, telephone & internet	5,833	5,399
Rent	9,967	9,967
Travel, memberships & meetings		
Forestry	4,757	4,268
Regulatory	11,369	11,519
OPFA	22,309	39,361
Bank charges	9,419	11,566
Audit	5,853	5,799
Insurance	6,535	5,889
Website	1,380	2,476
Honoraria	1,000	1,000
Provision for (recovery) of uncollectible receivables	(1,535)	10,016
Other	-	59
	<u>\$ 408,006</u>	<u>\$ 613,776</u>

#### 8. Related Party Transactions and Balances

There were no related party transactions or balances.

## Ontario Professional Foresters Association

### Notes to Audited Financial Statements For the Year Ended November 30, 2015

#### 9. Major Projects

The following expenses, included in the Statement of Operations, are projects or project groups that have absorbed a significant amount of resources.

	2015	2014
1 Regulatory		
Registration	\$ 79,568	\$ 93,355
Discipline	14,424	79,185
Unauthorized practice	-	230,245
2 Competency - Bridge Training		
Staffing - OPFA staff	21,894	-
Consultants	45,765	6,780
Training - CIF and Lakehead University	30,646	-
Other	13,689	7,630
3 Member Services		
Fall seminars	1,353	3,165
Website renewal project	-	2,702
Student awareness	-	374

#### 10. Financial Instruments

The carrying values of cash, accounts receivable, short term investments and accounts payable and accrued liabilities approximate their fair values due to the relatively short-term maturity. The carrying values of long term investments approximate their fair values as the terms and conditions of these instruments are comparable to current market terms and conditions.

The Association is subject to market, currency and interest rate price risks with respect to its cash balances, account receivables and investments. The Association has a wide base of members to mitigate credit risk. In order to manage its credit risk from cash balances and investments, the Association deals with credit worthy financial institutions. The Association is exposed to interest rate risk on its investments. The Association has established a target mix of investment types designed to achieve the optimal return within reasonable risk tolerance.

## Ontario Professional Foresters Association

### Notes to Audited Financial Statements For the Year Ended November 30, 2015

---

#### 11. Capital Management

In managing capital the Association focuses on liquid resources available for operations. The Association's objective is to have sufficient liquid resources to continue operating despite adverse financial events. The need for sufficient liquid resources is considered in the preparation of an annual budget and in the monitoring of cash flows and actual operating results compared to the budget. As at November 30, 2015, the Association has met its objective of having sufficient liquid resources to meet its current obligations.

#### 12. Legal Action

In fiscal 2014 the Association incurred additional legal and administrative costs amounting to \$230,245 as a result of extraordinary enforcement actions commenced in 2013. These expenses were funded by the Association's short term investments and, in part, by its internally restricted funds.

#### 13. Deferred Grant Income and Restricted Cash

The OPFA entered into an agreement with the Ontario Ministry of Citizenship and Immigration entitled Bridge Training Program for Foresters (i.e. BTPF) which commenced on March 3, 2014 and which terminates on December 31, 2016 unless terminated earlier in accordance with the terms of the agreement.

The program proposed by the Association is intended to develop competency based training and/or assessment for all 35 core competency requirements for registration in the forestry profession.

The maximum funding available per the Ontario Bridge Funding Agreement (i.e. OBFA) totals \$385,000 with funding instalments to be made based on achievement of various milestones from July 2014 to March 2018.

The activity in deferred grant income for fiscal 2015 and 2014 is as follows:

	<b>2015</b>	<b>2014</b>
Beginning balance	\$ 135,590	\$ -
Grant funds received as per the OBFA	125,000	150,000
Deductions - grants recognized as revenue	<u>(111,994)</u>	<u>(14,410)</u>
Ending balance	<u>\$ 148,596</u>	<u>\$ 135,590</u>

**Ontario Professional Foresters Association**

**Notes to Audited Financial Statements  
For the Year Ended November 30, 2015**

---

**14. Reclassification**

Certain of the prior year's figures have been reclassified to conform to the presentation adopted in the current year.

ACKNOWLEDGEMENTS

2015 Annual Conference Sponsors

Platinum

Ministry of Natural Resources and Forestry  
Ministère des Richesses naturelles et des Forêts



Ontario



**resolute**

Forest Products

*Many thanks !!*

ACKNOWLEDGEMENTS

2015 Annual Conference Sponsors Continued

Silver



UNIVERSITY OF TORONTO  
FACULTY OF FORESTRY



FORESTRY  
FUTURES  
TRUST  
ONTARIO

The Working  
**FOREST**  
newspaper



Ressources naturelles  
Canada

Natural Resources  
Canada

Canada

ACKNOWLEDGEMENTS

2015 Annual Conference Sponsors Continued

Silver



Partners in Powerful Communities



*It's all about the roots*



FIRST RESOURCE MANAGEMENT GROUP



ACKNOWLEDGEMENTS

2015 Annual Conference Sponsors Continued

Silver



Canadian Institute of Forestry  
Institut forestier du Canada

Anita Laurer

Frank Dottori

**DYNAMIC**  
**TIRE CORP.**

ACKNOWLEDGEMENTS

2015 Annual Conference Sponsors Continued

Sponsors



Ed Girardi, CPA, CA



THE VERMILION FOREST  
MANAGEMENT COMPANY LTD.

311 Harrison Drive  
Sudbury, Ontario  
Phone: (705) 560-6363 Email: VFM@onlink.net



NIPISSING FOREST

RESOURCE MANAGEMENT INC.

128 Lansdowne Avenue East  
Callander, Ontario  
Phone: (705) 752-3130 Email: NFRM@onlink.net

