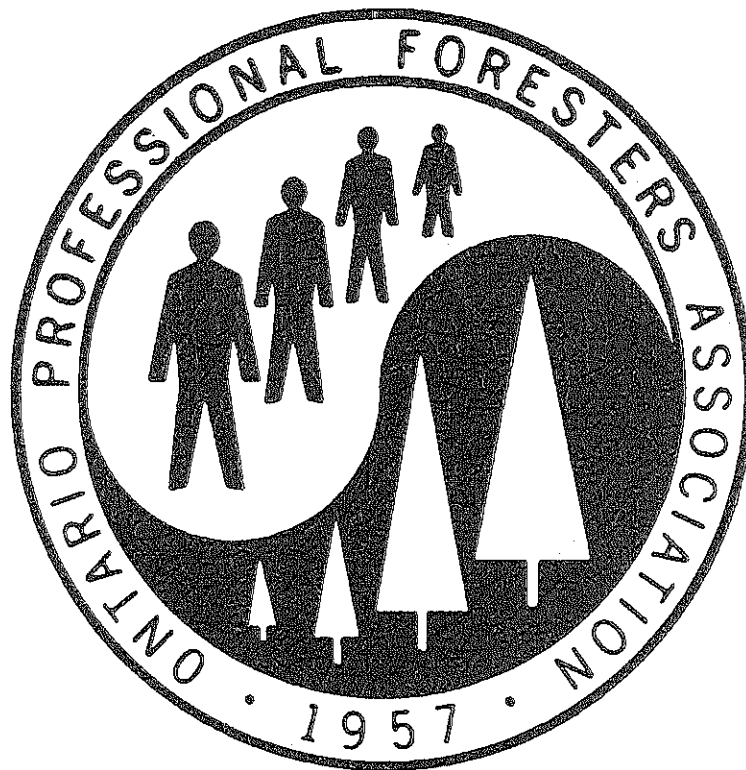


ANNUAL REPORT



Ontario Professional Foresters Association



1964

President's Message

Though in past years annual reports presented at each Annual Meeting have been circulated, this was generally done separately and not all at the same time. In an attempt to have all reports in the hands of the membership prior to the meeting, and to have all reports kept together, it was felt that binding all reports into one booklet would be a worthwhile experiment.

By having the reports in your hands before our Annual Meeting, to be held in Toronto on January 18, 1965, it is felt that the business section of the meeting may be shortened. This is not to suggest that discussion will in any way be limited -- the time will be saved as a result of the Committee Chairmen not having to read their reports. The extent to which we are successful will depend, in part at least, on the members reading the reports before attending the meeting.

As the first year of my being your President draws to a close, may I express my sincere appreciation to the members and chairmen of all the committees. May I, at the same time, urge each and everyone to accept the opportunity, when extended, to serve on any one of our several committees. Involvement in the work of the Association provides both an opportunity to become conversant with the affairs of the Association as well as a sense of satisfaction from having made a contribution.

Looking forward to seeing you at the Annual Meeting.

A.J. Herridge, R.P.F.
President.

ONTARIO PROFESSIONAL FORESTERS ASSOCIATION
COMMITTEE REPORTS
1964.

Contents

	Page
Board of Examiners.....	1
Public Relations.....	2
Finance.....	4
Vocational Guidance.....	6
Conservation Council.....	7
Private Forest Lands.....	8
Forest Management.....	12
Practice & Ethics.....	13
Membership.....	15
Secretaries Report.....	16
Lakehead Chapter.....	19
Resolutions.....	20
By-Laws.....	21
Auditor's Report.	

Report of the
Board of Examiners - 1964.

During 1964 Council did not refer any applications for admission in the Association to the Board of Examiners.

The Board held two meetings during the past year to review the established admission requirements for non-graduate applicants in the light of current and proposed changes in the subject content of under graduate courses at Canadian faculties of forestry. This review led to a recommendation to Council that approval be given to adopt a new group of forestry subjects upon which examinations would be based for non-graduate applicants.

The Board of Examiners also recommended to Council that a non-graduate applicant, in addition to passing certain exams, be required to make and submit a Forest Management Plan and undergo an oral examination on the plan's contents by the Board of Examiners, or other members of the Association specially appointed to perform such duty. It was the opinion of the majority of the members of the Board that this recommendation reflected the basic core of a forester's training and gave support to the recent amendment to the Crown Timber Act requiring management plans to be signed by a Registered Professional Forester.

L. Ringham, Chairman
Board of Examiners
Ontario Professional Foresters Assoc.

Report of the
Public Relations Committee • 1964.

Your Public Relations Committee held ten formal meetings and a few informal meetings of several of the members on special subjects.

All projects carried out had the able support of Mr. John Grimshaw of the Ontario Editorial Bureau and the organization of this Bureau.

Some of the activities carried out in 1964 follow:

- Prepared and issued press releases for the North Bay meeting.
- Co-operated with other agencies, such as the Ontario Forestry Association and the Vocational Guidance Committee, on public Relations.
- Issued numerous news releases at the appropriate time for use by press, TV and radio. An example was the material in private lands and taxation.
- Continued "speakers bureau" system by advising news media of local foresters who were willing to prepare material or deliver addresses on appropriate occasions. Assistance on careers days was provided by the "speakers bureau."
- Did some ground work for a possible forestry meeting under the Canadian Council of Resources Ministers.
- Continued and increased mailing list of M.L.A.s, certain M.P.s, other professional bodies, etc.
- Worked on policy statement draft.
- Distributed Professional Manpower Bulletin.
- Prepared special material for The Professional Forester.

The press clipping service, carried on for a part of the year, indicated a press coverage as follows: 1223 inches compared to 1244 inches for 1963. This is a comparison of 10 months in 1964 to 12 months in 1963.

Considerable effort was put into four projects which may be considered major items in the year's activities. These projects were the Reference Handbook, the portable display, the newsletter, and the current Annual Meeting

The Reference Handbook is now undergoing final editing by Mr. A.R. Fenwick, who is working with the Public Relations Committee as editor of the Handbook. Additional material has been added and some sections reorganized. It is hoped to have this ready for the membership in the near future.

A portable display was prepared and used at the C.N.E. in the Careers Building. This achieved considerable publicity for the profession. This will be used in appropriate locations during the coming year.

Your committee published four issues of The Professional Forester in 1964.

Annual Meeting proposals were prepared for Council, and speakers, accommodations, etc., were secured. A committee was appointed to work with Public Relations on the arrangements for the Annual Meeting. Mr. Walt Giles has ably chaired this Committee.

The following table indicates the expenditures and budget:

	<u>Last Year's Budget</u>	<u>Expendi- tures</u>	<u>Next Year's Proposed Budget.</u>
Ontario Editorial Bureau	\$ 2,500	\$ 2,500	\$ 2,500
" " Expenses	150	71	160
Press Clippings	60	90	100
Four Issues of <u>The Profess- ional Forester</u>	550	521	550
Miscellaneous	240		100
Display operating costs			200
Special publications			120
	<u>\$ 3,500</u>	<u>\$ 3,182.00</u>	<u>\$ 3,730</u>

In addition to the above, an expenditure of about \$650 would be needed to make possible a free distribution of the Reference Handbook in looseleaf form to all members including a very modest clip-type binding.

My sincere appreciation is extended to the hard-working members of the Public Relations Committee, who have given so generously of their time.

W. Ross Grinnell, R.P.F.
Chairman, Public Relations
Committee.

A.L. Best	J.E. Bothwell	D.P. Drysdale
G.L. Fletcher	P.M. Harvie	D.V. Love
K.W. Hearnden	E.H. Reeves	P.G. Masterson
C.R. Silversides	F.N. Wiley	

Report of the
Finance Committee - 1964.

Mr. President and Members!

The following is the report of the Finance Committee for the operating year ending September 30th, 1964.

At last year's annual meeting the 1963-64 budget as approved provided for a total expenditure of \$9,550.00 plus an allowance of \$1,000.00 for the contingency fund. During the year a supplementary capital expenditure of \$400.00 was approved for our educational display thus bringing the total expenditure for the year to \$10,950.00. The estimated income was \$10,500.00 or a deficit of \$50.00 on the years financing.

The actual expenditures for the year amounted to \$9,866.38 against an income of \$10,025.86 or a profit of \$159.48. The actual income was \$474.00 under that estimated in the 1963-64 budget.

I might say that as the contingency allowance was based on an expected surplus of \$950.00, the Association having as surplus of \$159.00 can allocate only this amount to the contingency fund.

Following the same terms of reference which were included in the 1963-64 budget presentation, the 1964-65 proposed budget is presented for consideration along with the estimated income.

Proposed Budget

Audit & Legal	\$ 300.00
Bank charges	40.00
Rent	360.00
Printing & Office Supplies	805.00
Telephone	245.00
Postage	350.00
Directory	400.00
Public Relations	3730.00
Secretary Salary	2400.00
Secretary Travel	300.00
Stenographic	1300.00
Miscellaneous	100.00
Council Travel	400.00
	<u>\$10,730.00</u>

Income

Membership	\$10,000.00
Registration	480.00
Interest	300.00
Miscellaneous	<u>300.00</u>
	<u>\$11,080.00</u>

The Finance Committee gratefully acknowledges the valuable assistance of the Secretary-Treasurer, who because of his experience and intimate knowledge of the Association's financial affairs, is able to produce a realistic budget.

The Secretary-Treasurer has requested that provision be made to acquire an additional file cabinet and storage cabinet as essential items and the Committee approves this request. This is the first phase of the over-all plan to acquire essential office equipment if the Association's secretarial affairs are to be properly carried out. Equipment being an asset does not form part of an expense budget or the type we are using.

The Public Relations Committee submitted a tentative budget of \$4,730.00 and although this was revised at a later date, based on the expected income for 1964-65, the Finance Committee has approved the revision of \$3730.00

Budgets of the other permanent committees were generally so small as to be negligible and are considered as being covered in the over-all budget prepared by the Secretary-Treasurer.

The 1964-65 budget provides for a surplus of \$350.00. The surplus of the 1963-64 year \$159.00 will be kept and form part of the working capital, hence there will be no increase in the contingency fund. Our investments in bonds and investment certificates will remain at \$6,100.00

Thought has been given to raising the annual dues as the only means of increasing our income. However, it is felt that opposed to this we should be getting normal enrolments of new foresters which would automatically increase the annual income. This should be tried at least for another year. I would remind the membership that if additional projects are to be undertaken, it would become necessary to increase the dues as we are presently spending what we take in.

Because of his position, the Secretary-Treasurer has dealt with the Auditor's Report and he will do his best to answer any questions which may arise.

Respectfully submitted on behalf of the Finance Committee.

W.C. Harrison
Chairman.

Report of the
Vocational Guidance Committee - 1964.

During the year the Committee furnished Dean Sisam, Faculty of Forestry, with suggested revisions for the monograph "Forester", which is published by the Guidance Centre, Ontario College of Education, University of Toronto. These revisions were incorporated in the printing of February 1964. Revisions have also been submitted for a printing scheduled for December 1964. The monograph is revised usually every two years unless new printings are required within this period.

The write-up of the occupation "Forestry" in the Occupations Handbook, 1960, Guidance Department, London (Ontario) Board of Education was revised and updated to October 1964.

The Committee members when requested gave "Career Day Talks" or arranged for alternate OPFA members to talk at Career Day Sessions at Secondary Schools, chiefly in the Metropolitan Toronto area.

The Public Relations Department, Dominion Stores Limited, distributes as a public service to Secondary School Teachers, a publication entitled "The Canadian Careers Quiz Series" covering 48 topics, one of which is "Forester". Copies have been requested and when received will be perused and reported on by the Committee.

The Committee in the fall of 1964 gave consideration at the request of the President to making a survey of the long-term needs for professional foresters in Ontario. No action re implementation has been undertaken. The survey would probably take the form of a questionnaire which would be sent to all major employers of foresters in the province. This is a matter which can be discussed at the 1965 Annual Meeting.

A.S. Mitchell Chairman

E.K.E. Dreyer
W.K. Fullerton
T.W. Hueston
O.G. Larsson

Report of the

Conservation Council of Ontario - 1964.

During the past year F.G. Jackson has continued to serve as a Council member and two members of the O.P.F.A. have become new members of the Conservation Council. A.J. Herridge was appointed by the P.L.F.A. to replace R.W.B. Thomson and A.S.L. Barnes was invited by the Council to become an individual member. It has not been possible for your official representatives to attend every meeting, but they have kept in close touch with the work of the Council and, of course, there are so many professional foresters who are members of the Council in other capacities that no meeting of Council is ever held without some professional foresters present.

The report on Pollution in Ontario mentioned last year was completed and made public. Contrary to the impression given by some exaggerated headlines in the press, the picture of present conditions. A study on Ontario's Water Resources is now under way.

The proposal for an Elementary School Science Field Study Course was presented to the Minister of Education and was well received. It remains to be seen whether the recommendation will be put into effect next year.

The Council proposed a research project on the Impact of Urban Growth on Agricultural Land in Ontario under the ARDA program, but approval has not been forthcoming. A brief on taxation as affecting land use was prepared and submitted to the Ontario Committee on Taxation.

Social meetings of more general public interest were held with members of the ARDA directorate and with Dr. Marion Clawson of Resources for the Future, Inc., who spoke on "Planning to Meet Future Outdoor Recreational Demand".

A.J. Herridge, F.G. Jackson
Representatives to the
Conservation Council of Ontario

Report of the

Private Forest Land in Southern Ontario Committee - 1964.

Last year at the 1964 Annual Meeting this Committee reported the results of its study of the situation on privately owned forest land in southern Ontario.

The report pointed out that these forests are the source of two-third of our tolerant hardwood timber, are the most accessible, potentially the most productive, yet are the most poorly managed forests in the province. It also indicated that the forestry profession exerts little influence on the management of these lands and suggested that improved management would be beneficial to the owners and to the many wood-using industries dependent on them for raw material.

Your Committee felt that this association should take all possible action to assist in establishing management of these forests. We recommended 6 steps that the association could take to assist in this regard. These recommendations were approved by the membership and have since been considered by Council. All action taken by the Committee during the past year has been concerned with carrying out these recommendations.

In order to refresh your memory and to fully inform you on the situation, we offer the following resume re-stating each of the recommendations and the action taken concerning them.

Recommendation 1.

Establish as one of its main objectives the attainment of conditions that would foster the sustained yield management of the privately owned forests of southern Ontario for high quality products.

Your Committee made the recommendation because it felt that the association should have a clear definition of its policy and objectives with respect to private forest land. Council reviewed and referred this matter to the Public Relations Committee, with instructions to include it in a general statement of policy regarding all matters forestry.

Recommendation 2.

Request changes in property tax, income tax, the Municipal Drainage Act and succession taxes such that these acts would provide an incentive to private landowners to grow trees as a forest crop, or at least not hinder forest management.

Action taken on this recommendation represents the major work done by your Committee this past year. Two briefs were prepared and presented - the first to the Royal Commission on Taxation requesting the following tax changes.

cont'd.....

- (a) That all owners of forest property be given the same tax deduction privileges under The Income Tax Act for expenses incurred in forest management. At the present time only bona fide farmers are allowed the privilege.
- (b) That the proceeds from the sale of all timber and forest products other than Christmas trees be exempt from income tax.
- (c) That the Estate Tax Act be amended to allow the heirs to a property the option of excluding the woodlot when the compilation of the value of the estate is made, provided they agree that no standing timber will be sold for a period of at least 10 years.

The second brief was presented to the Ontario Committee on Taxation and recommended the following changes in taxation.

- (a) That the present legislation under The Assessment Act be amended to allow a landowner to claim exemption from property taxes for all the woodland acreage on his property, provided he maintains an adequate stand of trees thereon (as now defined in the Act), and protect it from grazing by livestock.

In lieu of this, we recommended that the municipality levy a yield tax to be collected from the landowner at the time of harvest of any wood products from the land. We suggested that a tax of 5% of the value of these products would return an amount to the municipality equal to its present revenue through property tax on woodlands.

- (b) That the Succession Duties Act be amended to allow the heirs to a property, the option of excluding the woodlot when compilation of the value of the estate is made, provided they agree that no standing timber will be sold for a period of at least 10 years. (Same as proposed amendment to Estate Tax Act.)
- (c) That the Municipal Drainage Act be amended as requested by the Royal Commission on Conservation of 1950. Their recommendations were as follows:-
 - (i) That an engineer reporting to Council on a proposed drain should be required to include an opinion on the merits of the project in the light of land use and conservation principles.
 - (ii) Give any landowners affected the right to appeal after the adoption of an engineer's report on grounds related to land use or conservation as well as the present grounds of appeal.

Redommendation 3.

Urge the Government of Ontario, The Conservation Authorities and County Councils to take all Possible action under The ARDA Program to help increase management of Private Forest Lands in Southern Ontario.

The Committee made this recommendation with the idea that the Association could encourage local organizations to submit projects to ARDA requesting funds to assist in woodlot fencing, thinning and stand improvement work and thus initiate some forest management. The most logical organizations to submit such projects are the Counties and Conservation Authorities. Council agreed to take action along these lines but when the matter was discussed with the ARDA directorate for Ontario they stated that they are not presently disposed to receiving such projects. Your Committee found this difficult to understand when provision is provided for such work under the terms of the ARDA act. We have since recommended to Council that they formally request ARDA to alter their policy and give consideration to projects of this nature.

Recommendation 4.

Urge that sufficient trained personnel be placed in each area of southern Ontario immediately to promote good forest management and provide a complete forest extension service which will reach every owner of forest land in this part of the province.

This recommendation was forwarded to the Minister of Lands and Forests and a reply was received stating that 4 additional foresters were being placed in the field in 1964 and that consideration would be given to increasing the number in the future.

Recommendation 5.

Request the Government of Ontario to make an inventory of southern Ontario forests to determine the amount of hardwood timber available on a quality basis so that a proper assessment of the potential of the resource for the production of sawtimber and veneer logs and products of lesser quality can be made.

Discussion of this recommendation was held with members of the Department of Lands and Forests and consideration is being given to carrying out a cruise of a pilot area to assess the value of a quality inventory and its probable cost.

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Recommendation 6.

Ask the Federal and Provincial Government Research Agencies to set up a full scale program to determine methods of regenerating and managing stands of tolerant hardwood species in southern Ontario.

Discussions on possible research in the management of tolerant hardwoods were held with officials of the Federal Department of Forestry and they indicated their interest but requested an outline containing more specific projects. This list was compiled by the Committee and forwarded to Council for their consideration before forwarding to the Department.

Your Committee feels that some progress has been made during the past year but much remains to be done before the goal of management is achieved.

A start is being made on establishing a forest extension service. Consideration is being given to carrying out a proper inventory of these private forests and to research into the management of tolerant hardwoods.

The two bodies studying taxation will not be reporting until spring 1965 and it is hoped they will adopt our recommendations.

More effort will be required with respect to the ARDA program before any concrete steps in the direction of forest management will be taken by that body.

On the whole, although our recommendations have borne some fruit none have as yet been brought to a successful conclusion. We therefore recommend that the Committee be maintained at least for another year and that the Association continue its efforts to achieve a more satisfactory situation with respect to management of privately owned forest lands.

J.A. Fingland Chairman

D.V. Love
D.H. Wellstead
E.F. Johnston
D.P. Drysdale
A.S. Morris

Report of the Committee on
Forest Management Planning - 1964.

The terms of reference under which this Committee acts were approved by the Council in June 1964. They are:

1. To include all those members of the Association declaring an active interest in the preparation of forest management plans;
2. To stimulate an exchange of information and views on management planning principles, techniques, and practices;
3. To have prepared, from time to time, a review of forest management topics.

To carry out the business of the Committee, a working group was appointed as follows: K. Armson, W. Jenns, P. Murray, and C. Wilde.

At the end of June, letters were sent to all members with an invitation to join the group, and up to now 88 members have been listed.

In September, copies of the authorized Manual of Management Plan Requirements were sent to the members of the Committee; it is suggested to serve, initially, as a basis for review bulletins.

W.L. Plonski, Chairman
Forest Management
Planning Committee

Report of the
Practice and Ethics Committee - 1964

During the current year the Committee was not charged with any specific investigations of violations of the Code of Ethics by the Council.

The Chairman and members of the Committee have been consulted on some individual problems and attempted to be of some use in their solution.

The Committee is currently discussing the fee structure for consultants at the request of the Council. One meeting has been held in which the over-all approach has been decided. Contact is being made with other provincial associations and other professions to determine the basis for their schedules of fees, their development and application.

Through the years the reports of the Practice and Ethics Committee have been brief. This year, however, I propose to discuss a little more fully some of the obligations of professional foresters as a result of situations which have been drawn to the attention of the Committee from time to time.

There would appear to be a need for members of the profession engaged in making studies, reports and forest inventories, whether as consultants or salaried members of Government or industrial organizations, to more fully describe the limits of accuracy of their estimates.

Failure to fully explain the basis of the inventory, or to understand completely the use to be made of the estimate, and to strongly phrase any reservations they may have about the absolute accuracy of their figures, can result in embarrassment later, sometimes years later, when these figures are used as a basis for discussion concerning the volume available in specific areas. Such use of the figures may be for purposes other than originally intended.

The professional forester who doesn't take such precautions may be doing his employer or client a disservice, the result of which could be a discrediting of the entire profession in the eyes of laymen who are not familiar with the type of error we foresters accept as normal in making timber estimates.

Because the type of estimate frequently made in forestry planning does not require a high degree of precision we may fail to give the attention necessary to an estimate of a small area which may be involved in a sale transaction. Professional foresters employed in industry, Government, or as consultants may be called upon to make such estimates. These estimates will normally be accepted as fairly precise by the principals in the transaction.

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Care must therefore be taken both in the preparation of the estimate and in the report which accompanies it, that the degree of precision is clearly understood by the estimator and the person or persons for whom the estimate is being made.

If the profession is to gain the confidence of the public we must all be able, without hesitation, to stand one hundred percent behind work we have done.

The foregoing remarks are prompted by my association with the Practice and Ethics Committee since its establishment and the frequent recurrence of such situations. What I am suggesting is that members of the Association read, understand and accept their obligations of membership as set out in the Code of Ethics.

J.W. Giles, R.P.F. Chairman

A.L. Best	R.S. Hyslop
A.F. Buell	G.M. Longley
W.C. Harrison	C.A. Rowe

Practice and Ethics Committee.

Report of the
Membership Committee - 1964.

Total membership at the beginning of the year,	613
Resignations.....	6
Members suspended.....	4
Members deceased.....	1
New members.....	24
Applications pending.....	-
Total membership, November 21, 1964.....	626

R.C. Hosie, Chairman
Membership Committee

Page 16
Report of the
Secretary-Treasurer - 1964.

You have all had an opportunity to study the Audit which is part of the Annual Report. I will attempt to clarify the many points involved, and anything not covered to your satisfaction can be explained at the Annual Meeting.

Assets

Balance Sheet - Investments, the Market Value is the actual value at the time of the Audit. This is an interim value as the bulk of the investments were bonds purchased at a rate below par value. We presently receive interest, and if held to maturity (which is our intention) we will sell them at par and make a second profit.

The type of budget we have is called an expense budget. In this system all monies owing are listed as assets all accounts owing are liabilities. This contrasts with a cash budget in which only bills actually paid or monies received are considered.

Accounts Receivable are therefore members dues owing as of Oct. 1, 1964 the time of the audit, Prepaid expenses is a Petty Cash Fund out of which stamps are purchased.

Supplies on hand are stationery etc.,

The Fixed Assets require a special explanation, they are of course any item which cannot be written off as a current expense and include things like the filing cabinet, addressograph etc. In the Finance Committee report there is a reference to \$400.00 amount approved for a Publicity Display This item becomes a fixed asset subject to depreciation and hence does not show in the expense portion of the statement.

Liabilities - Accounts Payable are straight forward, advanced fees are application fees paid in wherein at the time of the Audit the application was still pending.

Surplus - We again had a surplus but much below what your executive had hoped for.

Income & Expense - The reasons for our reduced surplus are found in the Income & Expense picture.

Income - While the annual fees were above the estimated figure our applications were down considerably.

In anticipation of the change in the crown Timber Act re signing of plans, the recruiting of new members was sidelined till its passage. When this occurred it was already too late to interest new applicants for two basic reasons many were away for the summer, and by waiting till fall they could if accepted after Oct. 1st not pay 1964 dues.

I would remind you that comparing figures in the Membership Report and the Audit is not possible as they cover different periods.

Our income was therefore down in the past year though we had more members and received more annual dues.

Expenses

Council Travel, we over ran what I considered last year an inadequate budget, and I feel the only reason our deficit is as low as \$70.00 is because most of your Council members met their own expenses. You will find the 1965 budget more liberal.

Postage, Printing & Stationery, this is a large unwieldy item which from now on will be broken up into Printing & Office Supplies, Telephone, Postage & Directory for reporting and in the books broken down further so that I can keep closer tabs on it more readily.

In order to keep you better informed and so that you had the background information to question your Executive or Committees we mimeographed many more reports than in previous years. The higher mimeographing cost is also reflection of the greater amount of work done by your committees. More data was reproduced for Council Members so that on attending meetings they too were better prepared. As a result of the above our postage cost was also up considerably.

The Membership Directory which you all receive had a temporary rise in cost. Normally we keep all the type from one directory to the next and change only things like address changes etc. Type can only be used so often, and this year it was scrapped and the book reset up. We will return to normal charges for the Directory in 1965.

Stenographic Services - Same as above more production more hours, higher cost. While we don't own a Mimeographing machine, we do type the stencils.

Secretaries Salary - This has remained static over the years, for though while we now are larger and produce more, the Association is more efficient, and more work can be delegated to stenographic services by using form letters etc.

In summary I do not feel we had a poor year. The surplus of 1963 was unrealistic. A check of our financial history is a series of waves and troughs. A large surplus in 1961 a loss in '62 a large surplus in '63 and a small surplus in 1964.

Seriously though there is a reason for this, our fiscal year starts Oct. 1st. Our Membership year January 1st and the Annual Meeting mid or late January. The great majority of spending is done or committed in the period October to February. Hence projects overlap, and are done or planned one year and paid for the next.

I do however feel that this Association must start accumulating a few of the normal necessities in the way of office equipment. Such items as a Mimeograph Machine additional File Cabinets, Storage cabinets etc. These to be acquired over a period of years but following a definite programme.

In conclusion I would like to point out that if the Association is to increase its service to its members this can be done in two ways.

1. Raising the dues
2. Increasing its membership

The latter is I feel a better way because while it brings in more working capital it helps achieve one of our aims. The Registration of all Foresters. In this regard I think we can all assist our Membership Committee by urging foresters in our circle of acquaintances to share in the responsibility of the Association.

Participation by the individual in the Association will not only benefit the individual but the Association as well.

C.J.R. Wilde, R.P.F.
Secretary-Treasurer.

Report of the
Lakehead Chapter Committee - 1964.

The 1964 Annual Meeting of the Association authorized the Lakehead Provisional Chapter to continue activity during 1964.

The executive committee held three meetings during the year and decided to hold general meetings when there was some Association matter to be discussed or when requested to hold a meeting by other members of the Chapter. The executive committee also decided to examine in more detail the organizational structure of other professional societies in the Province before bringing a formal proposal on this matter to the Annual Meeting. As this study is still under-way the Chapter has no resolution on this subject for the 1965 Annual Meeting.

No Association matters requiring a discussion by a general meeting of the Chapter were brought to the attention of the committee, and no Chapter members requested a general meeting. For these reasons there were no general meetings of the Chapter held in 1964.

The one recommendation from the committee is that the Lakehead Provisional Chapter be authorized to continue activity for another year.

R.J. Burgar, Chairman
G.H. Kokocinski, Secretary
R.S. Hyslop
K.W. Hearnden
E.M. Cressman

Report of the
Resolutions Committee - 1964.

At the Annual Meeting in 1964 one resolution was presented concerning formation of a committee on Forest Management Planning.

Another group of resolutions were presented by the Committee on Private Forest Lands. These were reported on in the minutes of the Annual Meeting.

No meetings of the Committee have been held in 1964, no matters have been referred to the Committee as a whole, and no resolutions for presentation at the 1965 meeting have been received up to this date (November 17th),

The Chairman has been asked by the President to assemble all resolutions presented to the Association since its formation and record their disposition. To date he has not been very successful in obtaining definite information on all resolutions but the search will be continued.

D.R. Stevens, Chairman

R.J. Burgar
D.W. Gray
F.E. Sider

Report of the

By-Laws Committee - 1964.

The Chairman was appointed to review the By-Laws and make suggestions as to necessary revisions. Messrs. Irwin and Leslie became members of the committee and have investigated many details, resulting in the committee reaching agreement that changes should be kept to a minimum; and that Regulations could, if considered necessary, be drawn up on a less formal basis for guidance of Council within the framework of the approved By-Laws.

This procedure would avoid too much detail in the By-Laws and avoid almost annual revisions.

Revisions proposed by the committee are outlined in detail in the attached report, and presented for your consideration.

G.H.D. Bedell
J. D. Irwin
A.P. Leslie

Proposed Revisions of
C.P.F.A. By-Laws October - 1964.

General:

For each proposed revision the committee's views will be presented followed by the present by-law and the applicable revision set out side by side for convenient comparison.

1) To ensure that an applicant with a graduate degree but lacking an undergraduate degree in forestry must meet the "Knowledge of forestry" requirements as stipulated in 2.01 (c) (ii), it is proposed to revise clause (b) of Section 2.01 so as to require for admission an undergraduate degree in forestry from a university approved by the Council.

2) Since a knowledge of forest policy and administration relating to Ontario is essential, then clauses (b) (c) and (d) of Section 2.01 should be consistent in expressing this requirement. The proposed revision provides an alternative to the use of the word "examination" which might create repercussions if used in 2.01 (d) the reciprocity admission clause.

Present By-Law

Section 2.01 -- Qualifications

- (b) Any person of the age of twenty-one years or over, who was not a resident of the Province of Ontario, or employed therein on the third day of April, 1957, or who being a resident or employed therein at such time did not apply for registration within three years thereafter and who is otherwise qualified as provided in subclause (1) of clause (a) of Section 2.01 may apply for membership and shall
1. Submit with his application:
 - (i) Satisfactory proof of his qualification under subclause (i) of Clause (a) of Section 2.01;
 - (ii) A certificate certifying the period of time during which he has been engaged in forestry work and a certificate of good character; and
 2. If required by Council, present a thesis on a subject approved by the Board of Examiners; and
 3. If his degree in forestry was not granted by an approved university in the Province of Ontario and if required by Council, pass satisfactorily an examination in forest policy and administration relating to this Province.

Upon the Council being satisfied as to his qualifications under sub-section I (i) and I (ii) of this clause (b), and the Board of Examiners being satisfied as to the examination standing (when required) and the thesis submitted, and upon payment of the prescribed fee, he,

Proposed Revision

Section 2.01 - Qualifications

(b) Any person of the age of twenty-one years or over, who was not a resident of the Province of Ontario, or employed therein on the third day of April, 1957, or who being a resident or employed therein at such time did not apply for registration within three years thereafter and who is a graduate of an undergraduate degree course in forestry from a university approved by the Council and has a record of 18 months or more pre-graduation or post-graduation experience in forestry work in Canada acceptable to the Council may apply for membership and shall

1. Submit with his application:

(i) Satisfactory proof of his qualification as stated above;

(ii) A certificate certifying the period of time during which he has been engaged on forestry work and a certificate of good character; and

2. If required by Council, present a thesis on a subject approved by the Board of Examiners; and

3. If his degree in forestry was not granted by an approved university in the Province of Ontario shall satisfy Council as to his knowledge of forest policy and administration relating to this province.

Upon the Council being satisfied as to his qualifications under sub-section 1 (i) and 1 (ii) of this clause (b), and the thesis submitted (when required), and upon payment of

Qualifications cont'd.

at the discretion of the Council, may be entered upon the register of the Association.

(c) Any person of the age of 21 years or over may apply for registration and shall:

(i) Submit with his application a certificate certifying that he has been engaged in forestry work for a period of five or more years and that he is of good character; and

(ii) Undergo such examination and submit such thesis as the Board of Examiners may require to prove that he has a knowledge of forestry at least equivalent to that required of a student for graduation in a university course in forestry as approved by the Council, and upon the Council being satisfied as to the work he has done, as to his knowledge of forestry, and as to his good character, and upon the Board of Examiners being satisfied as to his thesis and his examination (if any), and upon payment of the prescribed fee, he, at the discretion of the Council, may be entered upon the register of the Association.

(d) Any applicant for registration, who proves to the satisfaction of the Council that he is a duly qualified forester under the laws of any province of Canada, having a standard of requirements for admission to a professional forestry association at least equivalent to those of this Association and is in good standing as a forester in such province may at the discretion of the

Qualifications cont'd

the prescribed fee, he, at the discretion of the Council, may be entered upon the register of the Association.

(c) Any person of the age of 21 years or over may apply for registration and shall:

(i) Submit with his application a certificate certifying that he has been engaged in forestry work for a period of five or more years and that he is of good character; and

(ii) Undergo such examination and submit such thesis as the Board of Examiners may require to prove that he has a knowledge of forestry at least equivalent to that required of a student for graduation in a university course in forestry as approved by the Council, and upon the Council being satisfied as to the work he has done, as to his knowledge of forestry, his knowledge of forest policy and administration of the Province of Ontario, and as to his good character, and upon the Board of Examiners being satisfied as to his thesis and his examination (if any), and upon payment of the prescribed fee, he, at the discretion of the Council, may be entered upon the register of the Association.

(d) Any applicant for registration, who proves to the satisfaction of the Council that he is a duly qualified forester under the laws of any province of Canada, having a standard of requirements for admission to a professional forestry association at least equivalent to those of this Association and is in good standing as a forester in such province and who satisfies Council as to his knowledge of

Qualifications cont'd.

Council be admitted to registration and membership in the Association without further wualification and upon payment of the required fee, if equal recognition is accorded in that other province to foresters registered under this Act.

(3) It would appear that Article III should deal with the composition of the Couhcil and the duties and tenure of its members and with non-elected officers and employeea, The succeeding Article would then deal with the procedure for nomination and election of officers. These changes would allow a casual reader to more readily become acquainted with the form and operation of our governing body.

ARTICLE III

The Council

Section 3.01 -- Nominating Committee

A nominating committee consisting of a chairman and four members shall be appointed by the Council not later than September 1st in each year for the purpose of nominating candidates for the Council, including the President and Vice-President for the ensuing year. The committee shall nominate two candidates from each Section for Councillors and one or more members from the membership at large for the office of President and one or more members from the membership at large for the office of Vice-President. This list, accompanied by the written consent of the nominees, must be in the hands of the Secretary-Treasurer not later than the first day of October in the same year.

Qualifications cont'd.

forest policy and administration of the Province of Ontario, may at the descretion of the Council be admitted to registration and membership in the Association without further qualification and upon payment of the required fee, if equal recognition is accorded in that other province to foristers registered under this Act.

ARTICLE III

Council and Officers

Section 3.01 -- The Council

The Council shall consist of nine members: the President, Vice-President, Immediate Past President and six elected Councillors, two from each section elected for two year terms. To provide continuity only three Councillors shall be elected annually, one from each section.

Section 3.02 -- Additional Nominations

Additional nominations of candidates for election to the Council may be made in writing by seven or more members of the Association in good standing, signed by them and addressed to the Secretary-Treasurer, care of the Association. These members nominating a candidate to represent a section as councillor being members from that section. These nominations, accompanied by the written consent of the nominees, must reach the office of the Secretary-Treasurer not later than the first day of November in the year in which the nominations are made.

Section 3.03 -- Ballot Papers

The Secretary-Treasurer, within three weeks following receipt of the nominations, whether by the nominating committee or by the individual members of the Association, shall prepare the necessary ballot papers and shall mail a ballot paper to each and every member of the Association at the address recorded in the register of the Association.

Section 3.04 -- Election of President, Vice-President and Councillors.

The members shall vote annually by letter ballot for the office of President and the Vice-President and for one Councillor from the Candidates nominated for the section to which the member belongs. The Councillor elected by the members of each section shall serve a two year term.

Section 3.02 -- President and Vice-President

The President shall be elected annually by a ballot vote of the members, but shall not hold office for more than two consecutive years. He shall act as presiding officer at the meetings of the Council and of the Association, voting only when the votes are evenly divided, and on his retirement he shall hold office as immediate past president and be a member of the Council for the next succeeding year or until his successor is designated. The President shall be an ex-officio member of all committees. He shall sign all instruments that require his signature, and shall perform all duties incident to his office, and shall have such other powers and duties as may from time to time be assigned to him by the Council. The Vice-President shall be elected annually by a ballot vote of the members, and he shall have all the powers and responsibilities of the President during the absence or inability to act of the President.

Section 3.03 -- Secretary-Treasurer and non-elected Officers and Employees.

The Council shall appoint a Secretary-Treasurer and such other officers and employees as it may determine, who shall perform such duties as the by-laws of the Association and the Council may prescribe and hold office during the pleasure of the Council.

Section 3.04 -- Bonding of Officers and Employees

The Council may require such officers and employees of the Association as the Council may deem advisable to furnish bonds for the faithful discharge of their duties in such form and amount and with such surety as the Council may from time to time prescribe.

Section 3.05 -- Return of Ballots

Ballots shall be returned to the Secretary-Treasurer on or before 5.p.m. of December 15th. All ballots returned after that time and date shall not be counted.

Section 3.06 -- Counting of Ballots

The Council shall appoint a returning officer and two or more deputy returning officers who shall count the ballots and report the result of the vote to the annual meeting. The returning officer and deputy returning officers must be members.

Section 3.07 -- Vacancies on Council

Any casual vacancy occurring in the Council may be filled by a vote of a majority of the remaining Councillors present at any meeting of the Council, but any person so chosen shall retain his office only so long as the vacating Councillor would have retained the same if no vacancy had occurred. The person so chosen must give written consent and shall be a member of the Association, resident or ordinarily employed in the section of the Association in which the vacancy occurred. No notice of the meeting of Council at which such vacancy is to be filled need be given to the person so chosen.

Section 3.08 -- Remuneration and Reimbursement of Members of Council.

The remuneration and reimbursement of members of the Council shall be such as is approved from time to time by the members of the Association at their regular annual meetings.

Section 3.05 -- Remuneration and Reimbursement of
Members of the Council.

The remuneration and reimbursement of members of the Council shall be such as is approved from time to time by the members of the Association at their regular annual meetings.

ARTICLE IV - Officers
Section 4.01 -- President and Vice-President

The president shall be elected annually by a ballot vote of the members, but shall not hold office for more than two consecutive years. He shall act as presiding officer at the meetings of the Council and of the Association, voting only when the votes are evenly divided, and on his retirement he shall hold office as immediate past president and be a member of the Council for the next succeeding year or until his successor is designated. The President shall be an ex-officio member of all committees. He shall sign all instruments that require his signature, and shall perform all duties incident to his office, and shall have such other powers and duties as may from time to time be assigned to him by the Council. The Vice-President shall be elected annually by a ballot vote of the members, and he shall have all the powers and responsibilities of the President during the absence or inability to act of the President.

Section 4.02 -- Secretary-Treasurer and non-elected Officers and Employees.

The Council shall appoint a Secretary-Treasurer and such other officers and employees as it may determine who shall perform such duties as the by-laws of the Association and the Council may prescribe and hold office during the pleasure of the Council.

ARTICLE IV - Nomination and Election of Officers.

Section 4.01 -- Nominating Committee

A nominating committee consisting of a chairman and four members shall be appointed by the Council not later than September 1st in each year for the purpose of nominating candidates for the Council, including the President and Vice-President for the ensuing year. The Committee shall nominate two candidates from each Section for Councillors and one or more members from the membership at large for the office of President and one or more members from the membership at large for the office of Vice-President. This list, accompanied by the written consent of the nominees, must be in the hands of the Secretary-Treasurer not later than the first day of October in the same year.

Section 4.02 -- Additional Nominations

Additional nominations of candidates for election to the Council may be made in writing by seven or more members of the Association in good standing, signed by them and addressed to the Secretary-Treasurer, care of the Association, those members nominating a candidate to represent a section as Councillor being members from that section. These nominations, accompanied by the written consent of the nominees, must reach the office of the Secretary Treasurer not later than the first day of the November in the year in which the nominations are made.

Section 4.03 -- Bonding of Officers and Employees

The Council may require such officers and employees of the Association as the Council may deem advisable to furnish bonds for the faithful discharge of their duties in such form and amount and with such surety as the Council may from time to time prescribe.

4) As it now reads, Section 6.02 -- Place of Meeting goes to unnecessary lengths to allow an unrestricted choice of location for Council Meetings.

Present By-Law

Section 6.02 -- Place of Meeting

Meetings of the Council may be held at the Head office of the Association or such other place in Ontario or elsewhere as may from time to time be determined by the Council.

Section 4.03 -- Ballot Papers

The Secretary-Treasurer, with three weeks following receipt of the nominations, whether by the nominating committee or by the individual members of the Association, shall prepare the necessary ballot papers and shall mail a ballot paper to each and every member of the Association at the address recorded in the register of the Association.

Section 4.04 -- Election of President, Vice- President and Councillors .

The members shall vote annually by letter ballot for the office of President and the Vice-President and for one Councillor from the Candidates nominated for the section to which the member belongs. The councillor elected by the members of each section shall serve a two year term.

Section 4.05 -- Return of Ballots

Ballots shall be returned to the Secretary-Treasurer on or before 5 p.m. of December 15th. All ballots returned after that time and date shall not be counted.

Section 4.06 -- Counting of Ballots

The Council shall appoint a returning officer and two or more deputy returning officers who shall count the ballots and report the result of the vote to the annual meeting. The returning officer and deputy returning officers must be members.

OTHER COMMITTEE RECOMMENDATIONS

REGULATIONS TO INTERPRET BY-LAWS

It is suggested that regulations be drawn up to interpret certain Articles of the By-Laws. This would avoid undue revision and complication and would allow the true sense of the By-Laws to be complied with in the light of prevailing conditions. It is suggested that regulations be drawn up interpreting Article II, Membership, and further that these be incorporated in a leaflet or brochure stating the nature and aims of the Association and presenting complete instructions and details regarding admission procedure. Such a publication should also list the approved universities in Canada and the professional forestry associations with which we have reciprocity.

Revision Date on By-Laws

It is also suggested that wherever By-Laws are reproduced, the date of revision be included.

November 1964.

G.H.D. Bedell

A.D. Leslie

J.D. Irwin

Section 4.07 -- Vacancies on Council

Any casual vacancy occurring in the Council may be filled by a vote of a majority of the remaining Councilors present at any meeting of the Council, but any person so chosen shall retain his office only so long as the vacating Councillor would have retained the same if no vacancy had occurred. The person so chosen must give written consent and shall be a member of the Association, resident or ordinarily employed in the section of the Association in which the vacancy occurred. No notice of the meeting of Council at which such vacancy is to be filled need be given to the person so chosen.

Proposed Revision

Section 6.02 -- Place of Meeting

Meetings of the Council may be held at such places as may from time to time be determined by the Council.

AUDITOR'S REPORT

1964.

Cossar, Hector, Payne & Co.

Chartered Accountants

November 18, 1964.

To the Members of
Ontario Professional Foresters Association.

We have examined the balance sheet of the Ontario Professional Foresters Association as at 30 September 1964 and the statement of income and expenses for the year ended on that date. Our examination included a general review of the accounting procedures and such tests of accounting records and other supporting evidence as we considered necessary in the circumstances.

In our opinion, the accompanying balance sheet and statement of income and expenses present fairly the financial position of your Association as at 30 September 1964 and the results of its operations for the year ended on that date, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

COSSAR, HECTOR, PAYNE & CO.

Chartered Accountants.

ONTARIO PROFESSIONAL FORESTERS ASSOCIATIONBALANCE SHEET

as at 30 September 1964

(with comparative figures as at 30 September 1963)

	<u>1964</u>	<u>1963</u>
<u>ASSETS</u>		
<u>Current Assets</u>		
Cash on hand	\$ 9.01	\$ 7.06
Cash in bank	1,296.85	3,322.05
Investments - at cost	5,933.35	4,319.85
(Market value - \$6,059.38)		
Accounts Receivable	400.00	550.00
Prepaid Expenses	30.00	30.00
Supplies on hand - estimated cost	100.00	50.00
	<u>7,769.21</u>	<u>8,278.96</u>
<u>Fixed Assets</u>		
Office equipment	862.69	462.70
Less accumulated depreciation	<u>325.79</u>	<u>239.52</u>
	536.90	223.18
	<u>\$ 8,306.11</u>	<u>\$ 8,502.14</u>
<u>LIABILITIES AND SURPLUS</u>		
<u>Current Liabilities</u>		
Accounts payable and accrued	\$ 200.00	\$ 495.51
Fees received in advance	<u>90.00</u>	<u>150.00</u>
	290.00	645.51
<u>Surplus</u>		
Balance at 1 October	7,856.63	6,201.47
Net surplus for the year	<u>159.48</u>	<u>1,655.16</u>
	8,016.11	7,856.63
	<u>\$ 8,306.11</u>	<u>\$ 8,502.14</u>

ONTARIO PROFESSIONAL FORESTERS ASSOCIATIONSTATEMENT OF INCOME AND EXPENSE

for the year ended 30 September 1964.

(with comparative figures for the year ended 30 Sept.1963)

		<u>1964</u>	<u>1963</u>
	<u>Budget</u>	<u>Actual</u>	
<u>Income</u>			
Annual fee	\$ 9,500.00	\$ 9,627.00	\$ 9,250.00
Registration fees	705.00	150.00	825.00
Interest on investments	295.00	235.00	185.00
Other		13.86	
	<u>\$10,500.00</u>	<u>10,025.86</u>	<u>10,260.00</u>
<u>Expenses</u>			
Annual and regional meetings			166.85
Audit and legal fees	200.00	200.00	175.00
Bank charges	40.00	36.30	38.55
Council travelling	200.00	271.56	112.00
Office rent	360.00	360.00	360.00
Postage, printing and office	1,550.00	2,143.27	1,468.93
Public relations	3,500.00	3,182.14	3,299.60
Secretary's salary	2,500.00	2,225.50	2,010.00
Secretary's travelling	300.00	264.10	189.74
Stenographic services	800.00	1,097.24	737.90
Depreciation	100.00	86.27	46.27
	<u>9,550.00</u>	<u>9,866.38</u>	<u>8,604.84</u>
Net surplus for the year	\$ 950.00	\$ 159.48	\$ 1,655.16