



Ontario Professional Foresters Association

Annual Reports

For the Year Ending November 30, 1990

Annual Meeting
February 22, 1991
Westbury Hotel, Toronto

AGENDA

Annual Meeting of Members

Westbury Hotel, Toronto, Ontario
1:15 pm - 3:30 pm, February 22, 1991

- 1.0 President's Remarks
- 2.0 In Memoriam
- 3.0 Approval of Minutes of 1990 Annual Meeting
- 4.0 Report of Council
- 5.0 Report of the Executive Director
- 6.0 Report of the Editor
- 7.0 Canadian Forestry Accreditation Board
- 8.0 Reports of Administrative Committees:
 - 8.1 Finance Committee
 - i) Auditor's Report for 1989-90
 - ii) Appointment of Auditor for 1990-91
 - iii) Proposed Budget for 1990-91
 - iv) Rules and Regulations for 1990-91
 - 8.2 Board of Examiners
 - 8.3 Membership Committee
 - 8.4 Returning Officer
- 9.0 Reports of Program Committees:
 - 9.1 Continuing Professional Forestry Education Committee
 - 9.2 Board of Forestry Consultants
 - 9.3 Ontario Professional Forestry Foundation
- 10.0 Ratification
- 11.0 Other Business
- 12.0 Resolutions
- 13.0 Adjournment

Report of Council

Your Council met six times over the last year, one more than usual due to partial cancellation of the November 1989 meeting because of bad weather in the north. Councillors held a special meeting the night before one regular Council meeting to spend extra time discussing the Licensing and Environmental Assessment Hearings.

The Executive Committee met a number of times during the year, as well as having many telephone conversations with the Executive Director.

Many of the activities of the Council have been well reported in *The Professional Forester*, and my column in the January issue (#127) noted many items which occupied Council at its meetings, and required individual Councillors and Executive to devote time to research and letter writing.

Council meetings are day-long sessions, covering a myriad of topics from the routine operation of the Association to major policy issues.

Of course, the Class Environmental Assessment Hearings required a major effort by Council. This year we have drafted, reviewed and completed our Draft Terms and Conditions which were submitted to the Board and other parties in November and distributed to all members. A special Council Advisory Group of prominent members contributed greatly to this effort. Preparation for the OPFA presentation on May 1 and 2 are well under way.

Much of the discussion and work Council has undertaken in relation to the E.A. has enhanced the work previously completed by the Licensing Committee. In the process of developing our E.A. case, Council recognized that the Association's role in developing and enforcing standards of

forestry as practised by its members would require clarification as to what are good forestry practices, and so initial drafts of a use of seal policy and standards of forestry practice were developed by Councillors for later discussion with the membership. The standards of forestry practice are now being developed on a national level by the Canadian Federation of Professional Foresters Associations.

Even identifying those activities which can only be competently performed by professional foresters proved a complex task. These are elements of our final licensing "package" which must be considered by Council before they are put to the membership for consideration.

Throughout the year, all Councillors have received comments and criticisms from individual members which have been extremely helpful, and for which we are always grateful. There is, I believe, a renewed interest in the Association as evidenced by the increasing input from the members at large and the increase in membership numbers.

On a personal note, this is the end of my second term as President. I pass the gavel over to Nick Saltarelli with the confidence that it will be in good hands. I thank the Councillors and Executive for their support and assistance over the last two years, and look forward to working with them during the coming year from my position as Past President.

In closing, I am sure that all members will join with me in complementing our staff, Marjorie Beresford and John Ebbs, for their fine service to the Association over the last year.

John A. Fingland, R.P.F.
President

Report of the Executive Director

The year 1990 should go into the Association's history as the "Year of Communications". The introduction of facsimile machines, for example, has definitely increased the communications activity in the office. There is no doubt that they have assisted Council, committees and individual members greatly in dealing with the OPFA office and between themselves.

Over the last year, no single project has occupied my time as much as the Class Environmental Assessment. The cross examination of Dean Baskerville in December, submission of draft Terms and Conditions in January, terms and conditions negotiations in February, and re-submission of the Terms and Conditions in November, interspersed with discussions with other parties and attending the hearings for procedural debates, were the result of numerous meetings and discussions with Council, the Executive and individual members. The fax has become almost essential to the process.

The Association is very fortunate to have David Curtis, R.P.F. as its solicitor in this endeavour. Mr. Curtis' knowledge and dedication show in the quality of advice he is providing. As well as the E.A. project, he has also begun the complex task of reviewing licensing legislation and making recommendations to Council towards our development of draft legislation to make forestry a self-regulating profession in Ontario.

This has been a year of communication with former members and new, as reported by the Membership Committee in these Annual Reports, we have seen the positive results of a major effort to reach non-members and former members. With the active support of all members, the OPFA can only continue to grow in size and influence.

We have seen the results of changing our procedures to make our newsletter, *The Professional Forester*, more current. While most of the credit should go to our editor, Michael Rosen, R.P.F., submissions from the members have helped make it a vehicle for real communication.

Although I have been held in the office by the E.A. and other activities over the past year far more than I like to be, I did get to the C.I.F. Annual Meeting in Fredericton in August. There were many foresters from Ontario there, as well as many Non-Resident OPFA members. The Board of Examiners meets regularly here in the Association office and more members are finding their way into Beaver Creek to visit. Of course, our fax machine is always ready to receive calls from OPFA operators around the province.

This has been the first year that Marjorie Beresford, our Executive Secretary, and I have been in the office alone. Mrs. Beresford has taken the increased challenges of the workload, and the technology, added her own elements of style and charm and provided the Association, our public and, especially me, with unmatched service. Even after three years in the position of Executive Director, I do not see an end to the possibilities for improvement in the operation of the Association.

The OPFA represents professionals and so must be professional in everything it does. We could not afford to accomplish as much as we do without the hundreds of volunteer hours provided by the Councillors and Committee members. But there is always more that we can do.

John Ebbs, R.P.F.
Executive Director

Editor's Report

The Professional Forester in 1990

Another four issues of *The Professional Forester* have made their way to you in 1990-91 - a learning experience for me and for the membership. This year I tried, with the assistance of John Ebbs and Marjorie Beresford, in my own way, to serve the membership by addressing issues and reflecting the discussion which is ongoing throughout forestry and non-forestry circles.

I take a rather optimistic view of the future of our profession. Our message and our long-term outlook is a positive one, so that through our own efforts foresters' voices are being heard. Increasingly, our opinion is being sought after, and the environmental awareness which the world is coming to embrace is, I believe, working in our professional interests.

This was a year of intelligent introspection for forestry, as reflected in the quality and type of articles which appeared in *The Professional Forester* this past year. Starting with the reporting on the 1991 Annual Meeting, R.P.F.'s wrote articles which showed both their enthusiasm and concerns for the "environmental wave". Such titles as "Forestry and Environmentalist - Mutually Exclusive", "Global Warming: OPFA Endorses Brief..." (to name but two), and the many articles on licensing and environmental assessment told a great deal of the anxious thoughts of the membership.

For the newsletter, it too was a year of growth and change. The newsletter is now received by the entire OPFA membership, all M.P.P.'s and Ontario M.P.'s as well as other professional forestry (and other) organizations. As a symbol of commitment to reducing waste, the newsletter is now printed on recycled stock in which the

component of post-consumer paper will probably increase as supplies become available. Articles appearing in *The Professional Forester* are read by a wider audience than ever, with articles in *The Professional Forester* being quoted in the Class E.A. Timber Hearings, and in other newsletters. Inquiries regarding *The Professional Forester* come from as far away as Washington, D.C. where interest in many of the issues raised by *The Professional Forester* runs high.

The role of *The Professional Forester* will remain unchanged: to inform and to reflect. In these times of change and great debate, your newsletter will, with your contributions and assistance, continue its role as we enter these most interesting times.

Michael R. Rosen, R.P.F.
Editor

Report of the Canadian Forestry Accreditation Board

The forestry profession in Canada took a major step forward in 1989 when the professional forester/forest engineer associations of Canada and the Canadian Institute of Forestry, with the co-operation of the Association of University Forestry Schools of Canada, gave their blessing to the formation of the Canadian Forestry Accreditation Board/Bureau canadien d'accréditation en foresterie (CFAB/BCAF).

The Board is made up of a representative from each of the provincial associations in New Brunswick, Quebec, Ontario, Alberta and British Columbia and the CIF. It has the authority to make decisions respecting accreditation of Canadian baccalaureate forestry programs that are binding on the professional associations.

The CFAB/BCAF has the following objectives:

- 1) To review Canadian university forestry baccalaureate programs to ensure that they meet or exceed educational standards for registration in the provincial professional forester/forest engineer associations of Canada.
- 2) To foster, in co-operation with educational institutions, a high standard of university forestry education in Canada.
- 3) To advise and assist in matters relating to forestry education.
- 4) To provide a forum for the fostering of understanding and co-operation among the associations and the universities in reaching uniform registration standards.

Since its formalization early in 1989, the Board has moved quickly to implement a program of site visitations. A first step was to engage Jim Cayford, R.P.F. as Director of the Board to oversee day-to-day administrative arrangements and to coordinate Board activities and site visits. As former chairman of the OPFA's Accreditation and Liaison Subcommittee and a veteran of several site visits, Mr. Cayford is thoroughly familiar with the accreditation process.

The Board has prepared the following documents to guide its operation and to assist those involved in site visitation. The documents are available in both English and French.

- Policy Statement
- Core subject area descriptions
- Manual of Evaluation Procedures for Visiting Team
- Questionnaire for Review of Forestry Programs

A schedule of site visits has been prepared that will see the baccalaureate programs of all forestry schools in Canada evaluated by the spring of 1993. Thereafter, unless otherwise required, each school will be visited once every six years. Causes for more frequent visitation include major change in program before the next regular visit is to take place and decisions made at the time of the accreditation decision which require an earlier review.

During a visit the site team is expected to scrutinize numerous aspects of the school program. Central to the purpose of the visit is an evaluation of compliance with the Board's mandatory core subject areas. These core areas are not considered to be a schedule of required courses but are a guide to subject matter to be included in varying amounts in all baccalaureate forestry programs. The subject matter may be covered in different ways. What may be a separate course in one school may be parts of more than one course in other schools.

Positive consideration is given to appropriate innovation in forestry education. Emphasis is placed on qualitative evaluation of the program itself and the overall environment within which the program is delivered. Importance is attached to the quality of the educational experience as reflected by the quality of the students, faculty, support staff, administration, laboratories, including courses offered by other faculties.

Following a visit, the site team submits its evaluation report to the board without recommendation for or against accreditation. The school is given the opportunity to view the report for correction of errors of fact only. It does not have the opportunity to refute or elaborate upon the views expressed by the site team at this stage.

The Board meets shortly after receiving the comments of the head of the school to con-

sider the report and to render its decision. The decision report contains comment on the adequacy of the program and expresses its views, positive or negative, on elements of the program that stand out. Weaknesses are flagged and remedial actions indicated where necessary.

The team's report and the detail of the accreditation decision are confidential. The decision for or against accreditation is communicated to the university and to the professional associations. The school will usually be expected to provide periodic indication of the progress that has been made in overcoming identified problem areas. In the event of a negative decision, the university is given the opportunity for appeal. The decision may then be reconsidered. Notices of accreditation are published periodically in the *Forestry Chronicle*.

As noted above, each of the member associations in Canada has agreed to abide by the rulings of the Board with respect to eligibility for registration. Accreditation of a school's program does not, however, mean that a graduate of an accredited program is automatically fully eligible for membership in any given association. Each association has its own requirements. Accreditation is meant to standardize, to the greatest extent possible, the academic requirements of the association. However, because of local requirements for technical competence or work experience, legal requirements associated with the incorporation of the association, etc., each has the right to require additional qualifications.

The spirit of accreditation, however, dictates that additional academic requirements be kept to a minimum in order that graduates from the baccalaureate program of any forestry school in Canada may satisfy the majority of registration requirements of any of the member associations.

To date, the baccalaureate program of the Faculty of Forestry, University of Toronto, as the first school visited (spring 1990), has received accreditation. The Faculty of Agriculture and Forestry, University of Alberta has recently been visited (fall, 1990). The report of the site team was submitted in January, 1991 and will be considered by the Board for decision in March, 1991. Jim Cayford headed the

Toronto visit and the OPFA's Bob Haig headed the visit to Alberta.

Le Faculté de Foresterie et Géomatique at L'Université Laval will be visited in the spring of 1991 with an accreditation decision due by the fall of the year. The forestry schools of L'Université Moncton, Lakehead University and the University of British Columbia will be visited over the next two years.

I truly believe that the profession has taken a giant step forward in the creation of the Board and has shown its intention to strengthen, in conjunction with the forestry schools, the profession on a national scale. All foresters and forest engineers and the forestry community at large will benefit from this initiative.

It opens up new opportunities for mobility and brings the various elements of the profession closer together. It also provides a mechanism for continuing dialogue between the profession and the university forestry schools in Canada.

For further information on the Board and the accreditation process, address enquiries to:

James H. Cayford, R.P.F.
25 Burnett's Grove Circle
Nepean, Ontario
K2J 1W1

Lorne F. Riley, R.P.F.
Chairman, CFAB/BCAF
and OPFA Representative to the Board

Report of the Finance Committee

Members: John Duncanson, R.P.F.
John Long, R.P.F.
George Sinclair, R.P.F.

Lloyd Eckel, R.P.F.
Robert Loughlan, R.P.F.
Nick Saltarelli, R.P.F.

The Finance Committee met once during the year to evaluate financial statements, to review investment performance and priorities and to review the proposed 1990-91 budget for the consideration of Council. Investments and Association cash flows were monitored quarterly in close liaison with the Executive Director and Executive Secretary.

1989-91 was the third year in a row without any increase in fees. The reduction in staff, conversion of the mutual funds to interest bearing instruments and expense savings have made this possible.

As the Audit Report on the following pages shows, there was a net loss on our operations of \$697 for the year, not taking into account the \$3,585 profit on the Annual Meeting. We had budgeted for a \$6,620 loss for the year; however, higher than expected membership and interest income while keeping our expenditures close to the total budgeted created less loss than was anticipated.

When the 1989-90 Budget was prepared in the summer of 1989, our year's expenditures for the Class Environmental Assessment Hearings were difficult to forecast, especially when taken in concert with the Licensing Project. The Directory of Members was not produced, while the newsletter has increased in its average size.

As a matter of policy, the Association maintains reserve funds equivalent to six months' operating budget, amounting to \$85,000. Surplus cash funds in excess of reserve amount to \$29,014 and constitute

the Association's contingency funds, from which extraordinary costs associated with licensing activity and O.P.F.A. involvement in the Environmental Assessment Hearings will be covered. A certain portion has been allocated to cover the budgeted loss for 1990-91.

Since almost one half of the Association's expenses are not subject to the Goods and Services Tax, Council and the Finance Committee agreed that, since collection of the GST on our membership fees is optional, we would not charge our members. The GST expense in our operations will be absorbed in 1990-91 by using some of our surplus funds.

It is obvious as we enter the fourth year with no fee increases that inflation, the GST, committee activity and additional services to the members will likely require an increase in fees in 1991-92.

As Chairman, I extend my sincere appreciation to the Committee for its invaluable advice and expertise. Special thanks are due Marjorie Beresford and John Ebbs who maintain the books and manage our funds for us.

Nick J.K. Saltarelli, R.P.F.
Vice-President

AUDITOR'S REPORT

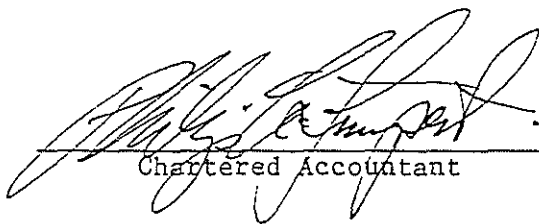
To the Members of
Ontario Professional Foresters Association

I have audited the balance sheet of the Ontario Professional Foresters Association as at November 30, 1990 and the statements of income and expenses and changes in financial position for the year then ended. These financial statements are the responsibility of the Association's management. My responsibility is to express an opinion on these financial statements based on my audit.

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

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at November 30, 1990 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles.

Richmond Hill, Ontario
January 9, 1991


Chartered Accountant

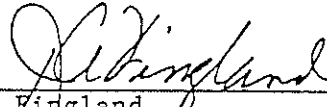
ONTARIO PROFESSIONAL FORESTERS ASSOCIATION

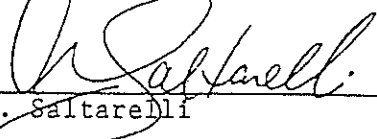
(Incorporated Without Share Capital Under the Laws of Ontario)

BALANCE SHEET AS AT NOVEMBER 30, 1990

ASSETS	<u>1990</u>	<u>1989</u>
CURRENT		
Cash in bank	\$ 49,966	\$ 11,594
Prepaid expense and deposits	<u>1,044</u>	<u>1,544</u>
	<u>51,010</u>	<u>13,138</u>
INVESTMENT - At Cost - Note 2		
(Market value in 1990 - \$134,467; 1989 - \$156,464)	134,956	155,199
Interest accrued on investments	<u>3,621</u>	<u>3,001</u>
	<u>138,577</u>	<u>158,200</u>
FIXED - Note 3		
Leasehold improvements	4,739	4,739
Office furniture and equipment	<u>40,842</u>	<u>40,842</u>
	<u>45,581</u>	<u>45,581</u>
Less: accumulated depreciation and amortization	<u>23,104</u>	<u>18,892</u>
	<u>22,477</u>	<u>26,689</u>
	<u>\$212,064</u>	<u>\$198,027</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued	\$ 3,600	\$ 5,110
Payroll liabilities	3,505	1,833
Unearned membership fees	57,910	50,163
Due to Ontario Professional Forestry Foundation	1,692	1,657
Due to Board of Forestry Consultants (Ontario)	<u>5,281</u>	<u>2,074</u>
	<u>71,988</u>	<u>60,839</u>
EQUITY		
RETAINED EARNINGS		
Opening balance	137,188	116,986
Net income (loss) for the period	(697)	19,058
Net income (loss) re-annual meeting	<u>3,585</u>	<u>1,144</u>
	<u>140,076</u>	<u>137,188</u>
	<u>\$212,064</u>	<u>\$198,027</u>

APPROVED ON BEHALF OF THE COUNCIL


 J. A. Findland President


 N. K. Saltarelli Vice-President

For The Year Ended November 30, 1990

	<u>1990</u>	<u>1989</u>
INCOME		
Memberships - Annual	\$160,670	\$161,363
- Life	4,510	3,630
- Associates, graduates in training etc.	2,325	870
Application, examination and resgistration fees (net)	2,565	3,325
Interest on investments, term deposits & savings		
accounts	15,875	10,011
	<u>185,945</u>	<u>179,199</u>
EXPENSES		
Audit and legal	2,680	2,380
Bank charges	131	187
Employer's share C.P.P. and U.I.	1,611	1,430
Group insurance and pension contributions	6,744	8,087
Workers' Compensation Insurance	344	281
Depreciation - office furniture and equipment	3,738	3,715
Amortization - leasehold improvements	474	466
Office rent, hydro, maintenance and repairs	13,061	12,271
Equipment purchases, rentals and service	8,452	2,284
Office supplies, printing and expenses	6,944	8,334
Postage	5,094	5,291
Telephone	2,396	1,817
Staff salaries	75,937	85,868
Staff travel	2,479	2,947
Seals purchased (net)	428	252
Council travel and meetings expenses	13,913	10,548
Committee expenses and projects	6,857	2,674
Conservation council membership	150	150
Prizes and donations	550	1,400
Newsletter costs - net of advertising	9,609	6,300
Licensing project	1,920	3,776
Class environment assessment project	19,629	1,305
National accreditation project	3,501	3,144
	<u>186,642</u>	<u>164,907</u>
NET INCOME (LOSS) BEFORE EXTRAORDINARY ITEM	(697)	14,292
Gain (loss) on sale of investments	<u>00</u>	<u>4,766</u>
NET INCOME (LOSS) FOR THE YEAR	<u>\$ (697)</u>	<u>\$ 19,058</u>

ONTARIO PROFESSIONAL FORESTERS ASSOCIATION

STATEMENT OF CHANGES IN FINANCIAL POSITION

For The Year Ended November 30, 1990

	<u>1990</u>	<u>1989</u>
OPERATING ACTIVITIES		
Operations		
Net income (loss) for the year	\$ (697)	\$ 19,058
Depreciation and amortization not involving cash	4,212	4,181
Net income (loss) on annual meeting	<u>3,585</u>	<u>1,144</u>
	7,100	24,383
Changes in non-cash working capital balances		
Due to Ontario Professional Forestry Foundation	35	(875)
Due to Board of Forestry Consultants (Ontario)	3,207	2,074
Accounts payable and accrued	(1,510)	2,000
Payroll liabilities	1,672	(9)
Unearned membership fees	<u>7,745</u>	<u>4,757</u>
Total from Operations	<u>18,249</u>	<u>32,330</u>
INVESTING ACTIVITIES		
Purchase of fixed assets and leasehold improvements	<u>00</u>	<u>(1,234)</u>
INCREASE (DECREASE) IN CASH, DEPOSITS & INVESTMENTS	18,249	31,096
CASH, DEPOSITS & INVESTMENTS, beginning of year	<u>171,338</u>	<u>140,242</u>
CASH, DEPOSITS & INVESTMENTS, end of year	<u>\$189,587</u>	<u>\$171,338</u>

NOTES TO FINANCIAL STATEMENTS

For The Year Ended November 30, 1990

1. Accounting Policies

The accounts of the Association are recorded on the accrual basis of accounting thereby matching expenses to the year's membership fees and other income.

2. Investments

Investments are shown at cost.

3. Fixed Assets - Depreciation and Amortization

Fixed assets are recorded at cost. Depreciation is provided on office furniture and equipment at 10% per annum of original cost and on leasehold improvements at 10% per annum of original cost. In 1990 Council approved charging to expense purchases of office equipment for 1990 and future years. Purchases in 1990 were \$5,576.

4. Annual Meeting

In accordance with Council policy, the net revenue or cost of the annual meeting is transferred directly to retained earnings.

5. Lease Commitment

The Association leases office premises at 27 West Beaver Creek, Richmond Hill, Ontario. Total lease payments under the lease expiring April 30, 1993 are \$22,847. In addition, the Association is required to pay a pro-rata share of realty taxes and common maintenance costs. The Association has the option to renew the lease for a further term of five years at a cost to be negotiated but at a minimum cost increase equal to the Consumer Price Index increase during the first five year term of the lease.

6. Subsequent Events

During the course of my audit no items subsequent to November 30, 1990 came to my attention which would alter my opinion on these financial statements.

ONTARIO PROFESSIONAL FORESTERS ASSOCIATION

Proposed Budget

	Budget 1989/90	Proposed Budget 1990/91
RECEIPTS		
Membership Fees – Regular	161,800	161,800
– Life	3,000	4,000
– Associates, GFIT's	1,500	2,500
TOTAL MEMBERSHIP FEES	\$166,300	\$168,300
Application Fees	2,000	2,000
Examination Fees	600	300
Interest Income	9,000	13,000
TOTAL OTHER INCOME	\$11,600	\$15,300
TOTAL RECEIPTS	\$177,900	\$183,600
DISBURSEMENTS		
Prizes and Donations	400	600
Directory	2,500	2,800
Newsletter – Printing	6,600	8,600
Seals	400	425
Examiners Fees	420	210
Council Expenses	12,500	15,000
Committees	4,000	4,500
National Accreditation	6,800	3,500
Class E.A. and Licensing	15,000	25,000
Association Promotion	3,000	2,500
TOTAL PROGRAMS	\$51,620	\$63,135
Audit and Legal	3,500	3,000
Bank Charges	300	150
Office Rent and Hydro	12,000	13,750
Equipment Rental & Service	2,200	2,675
Supplies and Printing	8,500	7,100
Office Insurance	200	200
New Equipment	4,000	11,000
Postage	7,000	5,700
Telephone	2,000	2,600
Staff Salaries	76,200	82,810
Extra Help	1,500	500
Benefits – Pension	5,258	5,785
– Health/Life	1,940	2,000
– CPP & UI	1,464	1,800
– Workers' Comp.	238	350
Staff Travel Expenses	6,600	2,000
TOTAL ADMINISTRATION	\$132,900	\$141,420
TOTAL DISBURSEMENTS	\$184,520	\$204,555
Surplus (Deficit)	(\$6,620)	(\$20,955)
(Not including depreciation)		

PROPOSED 1990-91 RULES & REGULATIONS

Rule 1 - Fees

- a) Full Active Members: the annual fee for full active members for 1990-91 shall be \$220.00 with a late payment charge of \$10.00 for fees not paid in full by December 31, 1990. Fees may be paid in two equal instalments, due dates for which shall be December 31, 1990 and May 31, 1991.
 - b) Life Members: the fee for Life Members shall be a lump sum of \$330.00 plus an amount derived from the following formula -- $(1/2 \text{ rate of annual dues}) \times (65 \text{ minus age in years})$. Note: Age in years is not to exceed 65.
 - c) Honourary Members: there shall be no fee for Honourary Members.
 - d) Non-Resident Members: the annual fee for non-residents shall be one half of the annual fee for active membership, with a late payment charge of \$5.00 for payment of fees after December 31, 1990.
 - e) Associate, Graduate Foresters-in-Training: the annual fee shall be \$25.00.
 - f) Student Associates: the annual fee shall be \$10.00.
 - g) Associates, Inactive: the annual fee shall be at the rate of one half the annual fees for active members with a \$5.00 late payment charge as in d) above.
 - h) New Full Active Members:
 - i) those accepted within the second fiscal year following graduation will pay one third full membership fees the first year, two thirds the second year, and full fees the third year and thereafter.
 - ii) those accepted during the third year following graduation and thereafter will pay pro rata fees according to the quarter of the year in which the application is accepted.
 - iii) partial fees will be rounded up to the nearest \$5.00.
 - i) Application Fee: a fee of \$50.00 shall accompany any application for registration as a member of the Association.
 - j) Registration Fee: In the case of an applicant who is a graduate of an accredited Canadian University School of Forestry, his application fee shall be deemed to be his registration fee when he has been accepted and registered.
- In the case of an applicant who is not a graduate of a Canadian University School of Forestry, he shall, if his application is accepted, pay out-of-pocket expenses as accrued by the Association in processing his application, when he is registered.
- k) Examination Fee: a fee for each examination tried under Article III, Section 3.03 of the By-laws shall be \$50.00.
 - l) Fees in Arrears: the Executive Director shall send first, second and third notices to members showing fees due and payable, in conformance with Article IV, Section 4.02 of the By-laws.

Rule 2 - Reimbursement of Members of Council Attending OPFA Meetings

The Association shall, if requested, reimburse members of Council for attendance at meetings of the Association for the exact cost of transportation, food and lodging, subject to the approval of the Executive.

Rule 3 - Reimbursement of Committee Chairmen and Members or Editor at OPFA Meetings

Council is authorized to reimburse Committee chairmen and Committee members as well as the Editor for attendance at meetings of the Council or Committees or of the Association, when deemed especially necessary, for the exact cost of transportation, food and lodging, subject to the approval of the Executive.

Report of the Board of Examiners

Crandall Benson, R.P.F. Ed Kraker, R.P.F.
 John Christian, R.P.F. Larry Louder, R.P.F.
 Derek Coleman, R.P.F. David Fayle, R.P.F.
 Peter Cox, R.P.F. Debbie Pella Keen, R.P.F.
 Robert Dickson, R.P.F. Vic Smith, R.P.,F.
 John Duncanson, R.P.F.

The Board of Examiners met on five occasions during 1990 to conduct its business. The current Board consists of eleven members, but is actively looking for fresh help.

The Board recommended approval of the following numbers of applications, with 1989 figures for comparison:

<u>1990</u>	<u>1989</u>	
Full Membership	53	49
Re-instatement	5	3
Non-resident Status	7	11
Life Membership	12	13
Associate Inactive	3	2
Graduate		
Forester-in-Training	16	26
Student Associate	9	12
Re-Applications	2	-

The level of interest in membership was higher than the experience over the past several years, including the previous peak (1989). In three cases, we accepted out-of-province experience as equivalent to our requirements, as is permitted under the Guidelines for Membership.

Due to continuing concerns with the requirement for all applicants not graduating from Toronto or Lakehead to write the Ontario Forest Policy Exam, the Board began to accept substantial experience in Ontario forestry as providing the necessary education in this core subject area. All applicants who had been affected by this requirement over the past two years were advised of this change.

Derek J. Coleman, R.P.F.
 Chairman

Report of the Membership Committee

Jack Smyth, R.P.F. Steve Banducci, R.P.F.
 Richard Macnaughton, R.P.F. Wim Vonk, R.P.F.

Membership Campaign

The Committee completed the development of a brochure for potential members. The brochure was presented at the 1990 Annual Meeting and was used as a kick-off for the Membership Campaign.

The campaign was co-ordinated through the Executive Director's office. It was divided into three phases: contact former members, enlist the assistance of the members to contact potential members, and a direct mail contact to potential members. Potential members had been identified through the membership committee's 1988-89 survey of all baccalaureate foresters working in Ontario. The survey found that roughly one third of all foresters working in Ontario are not members of the Ontario Professional Foresters Association.

The actual contact with potential members was delayed until June when Council directed the Board of Examiners to provide them with an assessment of the candidate's training and experience in Ontario's Forest Policy and thus satisfy the requirements of By-law 3.01(a) without writing an exam. Potential members were advised that they might be exempt from the requirement to write the Policy exam if the candidate satisfied the training and experience provisions. Approximately 225 letters were mailed to potential new members.

Contact with former members resulted in 5 reinstatements out of 38 letters sent (13% return). Regrettably, the component of having members contact non-members drew no results. However, the letter contact with potential members proved moderately successful - 26 responses were received (11.5% return), and application packages were mailed to them. Follow-up contact with these respondents has been through the Section Councillors. Already, five have completed the application process.

Membership

The membership for the period December 1, 1989 to November 30, 1990 is tabulated in the accompanying table. Corresponding figures for the previous four years are shown for comparison.

Committee Membership

Three members of the Committee will be retiring this year - Jack Smyth, R.P.F., Richard Macnaughton, R.P.F., and Wim Vonk, R.P.F. Fresh faces and thoughts are an ongoing need, especially in this committee, to keep membership recruitment active.

The Chairman wishes to thank the Committee members for their assistance over the last three years. Also a special thank-you to John Ebbs, R.P.F. and Marjorie Beresford for their untiring work in maintaining the membership records.

Jack Smyth, R.P.F.
 Chairman

Membership Statistics

Membership Category	1990	1989	1988	1987	1986
R.P.F.'s December 1, 1988	860	853	858	880	882
Life Members	100	89	83	72	64
Dues Paying	760	764	775	808	818
 New R.P.F.'s	 56	 45	 37	 38	 41
Reinstatements	9	5	5	4	3
 Resignations	 19	 33	 32	 49	 33
Deceased	7	6	4	2	5
Struck for nonpayment	3	4	11	13	10
 R.P.F.'s at Year End	 889	 860	 853	 858	 880
Life Members	108	100	89	83	72
Dues Paying	781	760	764	775	808
Associates - Year End	64	47	51	61	92
Grads-in-Training	45	34	19	38	57
Students	8	7	27	14	25
Inactive	11	6	5	9	10
 Total Membership	 953	 907	 904	 919	 972
As of November 30, 1990					

Report of the Returning Officers on the Election of Officers and Councillors for the Year 1990/91

The undersigned have counted the ballots for the 1990/91 election of the O.P.F.A. Council. The count was made on October 3, 1990, with the following results:

President - Nick J.K. Saltarelli, R.P.F.

(acclamation)

Vice-President - Paul A. McAlister, R.P.F.

(acclamation)

Councillors - Southern Section - Tied
(David Gordon and Rob Keen)

- Northern Section - Paul Poschmann, R.P.F.

- Central Section - Brian D. Nicks, R.P.F.

The total number of votes counted - 922

The total number of spoiled ballots - 1

George A. Sinclair, R.P.F. Returning Officer

Cathy Harper, R.P.F. Deputy Returning Officer

Dave Puttock, R.P.F. Deputy Returning Officer

The undersigned have counted the Run-Off ballot on November 16, 1990 with the following result:

Councillor - Southern Section David Gordon, R.P.F.

Nick J. Saltarelli, R.P.F.

Returning Officer

David Millson, R.P.F.

Deputy Returning Officer

David Chapeskie, R.P.F.

Deputy Returning Officer

Report of the Continuing Professional Forestry Education Committee

Committee: Peter Murray, R.P.F., Chair
Laird Van Damme, R.P.F.
Alf Aleska, R.P.F.

Brian Barkley, R.P.F.
Mark Gillis, R.P.F.
Bill Hiscock, R.P.F.

The C.P.F.A. Committee was re-activated in 1988-89 to pursue the feasibility of the introduction of a Silvicultural Institute in Ontario. This initiative was developed by the OMNR, and the Ontario Advanced Forestry Program (OAFP) is now in place.

The 1989-90 Committee conducted a survey to determine the membership's requirements in continuing education. 204 cards were returned of the 750 or so mailed to all active members. 75% of the participating foresters indicated that they were not satisfied with their personal program of continuing education. A summary of the data will be distributed to all members in the near future. The essence of the findings were reported in the November issue of the Professional Forester.

A meeting of the Committee on August 22nd, revised the previous terms of reference and identified the objective for 1990-91, for Council's review.

The Terms of Reference as approved are:

To improve and update the professional knowledge and skills of the Association members through continuing education by:

- advising Council on specific needs and requirements of the membership in continuing education,
- recommending to Council initiatives and options for implementation, that will fulfil the obligations of the Association for professional development,
- monitoring the scope and quality of continuing education for professional foresters.

Objectives:

1. Pursue the feasibility of integrating the Ontario Advanced Forestry Program, currently sponsored by the OMNR, with the OPFA.
2. Initiate the mechanism for an on-going report to the membership of available programs and material for individual continuing education.
3. Establish a committee structure to insure continuity of fulfilling the terms of reference.

It is the proposition of this Committee that it be an advisory and monitoring body to assist Council in meeting its obligations for continuing education. The scope and complexity of this aspect of the association's mandate is beyond the capability of one small group. Assistance from a broad range of the members is seen as a necessity, and members prepared to assist are asked to submit their names. The distances separating the membership make meetings difficult, and much of the work will have to be by mail and phone.

The present CPFE Committee recognizes that the availability of a progressive CE program is a necessity for professional foresters. With this in mind, the committee will expand on the objectives above, as soon as possible. Objective No. 1 was investigated, but, due to other arrangements is not feasible at this time. Objectives Nos. 2 and 3 we hope, will be attained.

Peter Murray, R.P.F.
Chairman.

Report of the Board of Forestry Consultants

The Board of Forestry Consultants membership stands at thirty-two individuals and enjoys a budget with a significant surplus despite an active year. A ring-bound consultant's directory was produced and over 1,000 were distributed. Annual updates will be facilitated by the loose leaf feature of the new directory.

A study was commissioned investigating the role of independent forestry consultants in resource management in Ontario. The study is being conducted by Peter Johnson under the direction of Dr. Peter Duinker, Chair of Forest Management and Policy at Lakehead University. The first shell of the study draws upon the results of a questionnaire that was responded to by more than half the membership. Survey results do show a perception by members that government policy significantly affects the role of independent forestry consultants. Results will be presented at the Annual meeting.

This long standing perception of government's influence encouraged more liaison between government officials and the Board's executive. One such liaison meeting was held in Sault Ste. Marie on September 6, 1990. A target for next year is to meet quarterly to exchange views between government and the Board's executive. The role that the Board may play in supporting the OPFA's participation at the EA hearings will be discussed along with other matters of business at the Annual Meeting.

Laird Van Damme, R.P.F.
Chairman

Report of the Ontario Professional Forestry Foundation

The Ontario Professional Forestry Foundation was established in 1986 by members of the OPFA as an Ontario Corporation, a registered charity and a public foundation. Its members are appointed by the Council of the OPFA, as well as the immediate Past-President and Vice President of the OPFA being *ex officio* members.

The purpose of the Foundation is to receive and maintain funds from donations, memorial gifts and bequests in wills to be used to undertake activities to the benefit of forestry in Ontario.

The Foundation's funds stand at \$1,692. There was no activity during the 1989/90 year, however, the members intend to initiate planning during the coming year aimed at identifying programs and increasing the Foundation's financial base.

Members:

William J. Brown, R.P.F.	President
Nick Saltarelli, R.P.F.	Vice President
Lloyd Eckel, R.P.F.	Director
John Fingland, R.P.F.	Director
Robert Loughlan, R.P.F.	Director
Herb Bax, R.P.F.	Member
James Coats, R.P.F.	Member
William Gilmore, R.P.F.	Member
Lorne Riley, R.P.F.	Member