



The Ontario Professional Foresters Association

OPFA

Annual Report

2005



**Ontario Professional
Foresters Association**

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This report covers the fiscal year December 1, 2004 to November 30, 2005

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COUNCILOR-CENTRALEAST
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*Tony Jennings, R.P.F.

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*Rick Monzon, R.P.F.

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David Flood, R.P.F.
Denis Gagnon, R.P.F.
Nick Gooderham, R.P.F.
Robert Jackman, R.P.F.
Krista Mayrand, R.P.F.
Dave Millson, R.P.F.
Sue Millson, R.P.F.
George Standlik, R.P.F.
Rob Tomchick, R.P.F.
Nikki Wood, R.P.F.

Provincial Forest Policy Committee (MNR)

Rick Monzon, R.P.F.
Tony Jennings, R.P.F.

Regional Advisory Committees (MNR)

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

* = Partial Year

PRESIDENT'S REPORT

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

Regulator.
Leader.
The Timber Industry.
The Tree Industry.
The Forest.

Regulator: The Professional Foresters Act was proclaimed on May 1, 2001. It was a major development for those practicing professional forestry in Ontario. It meant that we were more than a club, more than a promise. The principle object of the OPFA is to regulate the practice of professional forestry and to govern its members. Nearing five years after the proclamation date, the regulatory responsibilities of a licensed profession are becoming clearer. As much as Council likes to focus on building our profession, managing this regulatory responsibility has become an increasingly important role for your representatives.

Our legislation by-laws and policies have stood us reasonably well in this regard. Credit to the architects of the Professional Forester Act, 2000 and the Councils of the pre-licensing era for their foresight and due diligence in preparing this path. As we move forward with disciplinary actions, our procedures will be tested. We'll use those tests to evaluate the fairness, thoroughness and credibility of our procedures and improve them.

The credibility of the OPFA's regulatory mandate will stand on the backs of the

willingness of members to raise issues. In a community as small as ours, that takes a little courage.

I'd like to thank Laird Van Damme, R.P.F. for bringing to Council's attention concerns he had with forest planning in the Northwest region, and to Laird and the MNR District staff in Thunder Bay for allowing the OPFA to use their case as a topic during regional seminars this year. The regional discussions examining the role of the R.P.F. drew strongly positive comments from many participants.

There will be other events in our near future that challenge the activities of our members and our profession. These will define our standards of acceptable professional practice in a manner that we have not seen before.

Leader: The Minister of Natural Resources invited the OPFA to coffee at our last Annual Meeting. We've never actually seen the inside of a "Tim's" with Mr. Ramsay, but we have met with him to provide direct feedback on a professional forester's perspective on forest issues. Credit to Minister Ramsay for his willingness to meet and entertain open and frank discussions. In a province where Crown forests dominate, access to the Minister in charge is an uncommon privilege.

We are cognizant of our legislated role as a regulator in these meetings, and more importantly perhaps, the firm constraint that regulatory role inserts on our ability to act as advocates. Executive Director Tony Jennings, Past President John Cary, Public members Jim

Parker, Ray Riley and Anne Koven have all served the OPFA well in maintaining a balance of regulatory responsibility and honest professional opinion in these meetings. It is significant evidence of the leadership role the OPFA can provide on behalf of its members.

Has the OPFA had similar meetings with other participants in the Ontario forest sector? Not to the same extent. We have yet to meet with the boards of forest industry associations, tourism associations, urban forest managers or environmental groups. Should we? It seems a logical step in order to continue building awareness and credibility of our Association and our members.

The Forest Industry: Ontarians have long counted on the forest industry to be the dominant driver of the northern economy. Yet most appear not to have understood how fragile the industry is. Low margins with high investments. Huge local employment ratios against relatively low profits generated.

We've added regulation and policy and procedure and guidelines that add cost. The industry has traditionally responded by claiming Ontario was becoming an unprofitable place to operate. The costs continued to increase.

The forest industry is in the middle of its "perfect storm". Former US President Ronald Reagan said a recession is when a neighbour loses a job and a depression is when you lose your job. It's clear that at the very least we

are in a Northern recession and for many of our members the step to economic depression looks like a short one.

The OPFA will not solve the financial problems of the forest industry but many of our members will create solutions that evolve. Members will be maintaining a focus on sustainable forest management. They will be party to sorting out a remarkably complicated timber allocation system and making it relevant to a modern economy. They will be part of entrepreneurial teams that create innovative products and opportunities that grow out of Ontario's massive public land base. They will be part of the guidance that ensures economic development proceeds within a portfolio of environmental sustainability, but that assessment of environmental sustainability will be driven by science.

The Tree Industry: I was gently reprimanded by a member who accused me of having a bias towards industrial northern forestry, and, more pointedly ignoring southern urban forestry. Given that the accusation was entirely accurate, I did some investigation. It helped that members Jim McCready, R.P.F. and Mike Rosen, R.P.F. and forest owner Tony Bull published an article in the Forestry Chronicle (Volume 82, No 1. January / February 2006) that outlined a darn good argument for raising the profile for urban forests. It also helps that I've been following the Emerald Ash Borer's march through Southwestern Ontario with vested interest.

Urban trees and urban foresters are much

more popular than black spruce swamps and black spruce foresters. Citizens get a huge sense of well being out of having trees in their cities. Energy costs are reduced, microclimates are cooler, air pollution is absorbed and cities are nicer places to be when there are trees in your neighbourhood. And although industrial forests provide more economic benefit than urban forests do, urban forests provide urban citizens with a near perfect classroom to learn basic lessons of forest sustainability and forest ecology.

The Executive Committee will be asking Council to activate an Urban Forests Committee. Council will confirm the committee's ultimate mandate, but I expect we will ask the group to pull the urban forest story together. Inventory, ecology, environmental benefits, economic benefits and the required role of the R.P.F. in the urban forest. We have a natural interface with arborists and we need to confirm where our defined scope of practice starts to encroach on arborist work areas, and more importantly, where there are opportunities for collaboration with this group of front line urban forest workers.

The Forest: Ultimately, foresters are about how forests grow and how we ensure those forests will be providing environmental, economic and social benefits for as far into the future as we can imagine. We get wrapped up by the tactics of daily life and get pulled by completely legitimate professional activities that seem to have absolutely nothing to do with the forested landscape. But our common link is that we are stewards of the world's largest renewable resource.

It continues to be has been a pleasure serving as your President. We continue to mature as a licensed profession and our members continue to impress with their professionalism.

EXECUTIVE DIRECTORS REPORT

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

Let me start my first annual report by acknowledging the work that has gone before. Rick Monzon, R.P.F., your Council and numerous other volunteers had already done an amazing job putting a regulatory infrastructure in place. Many of you have heard me comment on how pleasantly surprised I was by the organization of materials and process when I arrived, but it bears repeating.

The other welcoming asset was the dedication and care demonstrated by Melissa Ginsberg and Susan MacLachlan, my colleagues in the OPFA office. As some of you will know, Susan worked with Rick to support the CE Committee and to develop our continuing education program. (Susan has since gotten married, moved out of Ontario and since year-end, resigned in that order. But even in her move, she assisted us to assess pro's and con's of becoming a more virtual organization to save overhead expenses. Thanks, Susan.)

The third priority for me is to recognize the warmth of the welcome I have received from Council, Committees and Members. We really work with a wonderful group of caring and competent people.

The 2005 year was a quarter over when I arrived, but that still "allowed" me to be involved in chasing members for overdue fees and the C.E. reporting at the end of the first 3-year cycle. Letters were supplemented with phone calls, providing one way for me to "meet" some of our members who I didn't know. It is a pleasure to report that despite resistance from some, we lost relatively few

members. About 20 others did move to inactive status.

Public member of Council, Jim Parker and Rick Monzon R.P.F. had arranged a grant from the Ministry of Training, Colleges and Universities. The funding provided us with the means to develop and add materials to our website, directed at internationally educated and trained foresters and guiding them to OPFA membership. This was done as part of an overall re-design.

The untimely death of John Sellers, R.P.F. who was doing so much to support our public face, caused us to expand the project to include re-thinking how the site is maintained and used. Under the leadership of Co-Chairs Dave Legg, R.P.F. and Lorne Riley, R.P.F., the Website Committee supports a modern site that continues to improve including individual passwords for security, the ability for members to update personal information stored in the OPFA database and C.E. credit reporting. As you know new permanent plastic membership cards and changes to The Professional Forester touch each of us directly and reflect the new "look" initiated with the updated website. Melissa and Caroline Mach have pulled off the newsletter changes with no increase in cost. You may have noticed a slight change in the masthead to reflect adjusted roles.

My new face (well, new to many of you) representing OPFA in the Fall Regional Seminars provided a good opportunity to shift the focus of this annual effort. Previously these seminars offered essential advice on how our new regulatory activities and processes were developing and how each of us needed to act to stay in compliance.

In 2005, we moved the events into daylight hours, lengthened the time involved and devoted much of the meeting to broader learning matters: A presentation on the history and status of the Softwood Lumber Dispute; A case study related to professional practice; discussions of local issues ranging from municipal forest conservation bylaws to impact of mill closures on forest management, community economies and tourist access. The number of locations was expanded somewhat to 23 in order to minimize member travel times. Despite weather causing cancellations, we were able to reach roughly one quarter of our resident membership.

Many contributed to the seminars' success. Elsewhere, President Craig acknowledged those who graciously allowed us use of the "case". Succumbing to the arm twisting skill of OPFA Vice-President David Milton RPF, arm twisting, Carl Grenier of the Free Trade Lumber Coalition developed core power point slides. David and others from the "Ontario Softwood Team" led that part of the seminar in a number of locations. Almost all of your Councilors were able to attend at least one seminar and some did more. One or more members helped Melissa and myself with logistics in each location. Lastly, but definitely not least a public thanks to the corporations that provided sponsorship, in particular to MNR for meeting space in a number of locations and to Neenah Paper and the Algonquin Forest Authority for picking up the local costs. This inexpensive sponsorship visibly demonstrated corporate support for employees and professionalism.

Behind the scenes? 2005 saw continued activity among the 37 organizations that regulate professions in Ontario. An Ontario Regulators for Access Consortium has become a more formalized ongoing group, a regulators policy network has been initiated and former judge George Thompson has delivered a report to Government on "... Appeal Processes from Regulatory Decisions in Ontario's Regulated Professions".

Provincial Regulators of professional forestry, with the Canadian Institute of Forestry, form the Canadian Federation of Professional Forestry Associations. We held two workshops on the "Inclusivity Project": revising our

common academic requirements to better reflect those involved in today's forest management and related activity.

Our public education effort was again delivered through support for the Ontario Forestry Association's effective efforts

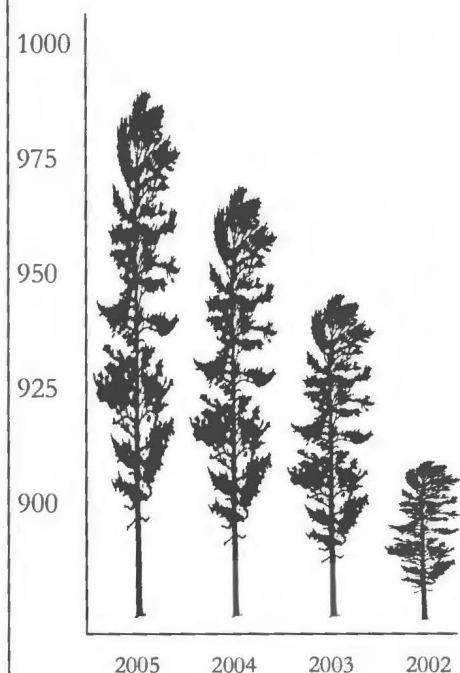
The year end (November 30, 2005) brought the departures of some Councilors from your governing Council. Nick Baggs, R.P.F., Susan Jarvis, R.P.F., Martin Streit, R.P.F. and Rob Tomchick, R.P.F. served on Council as long as the Bylaws allowed. I had the pleasure of serving with them long enough to see their thoroughness and commitment and I am pleased to say that they all have indicated

willingness to continue to serve in other capacities. Public Member of Council Rick Symmes left earlier in the year as his Order-in-Council appointment had expired.

Let me acknowledge also the work of many other committee members who have stepped down from both our statutory and regulatory committees. OPFA could not meet it's mandate without the efforts of these volunteers.

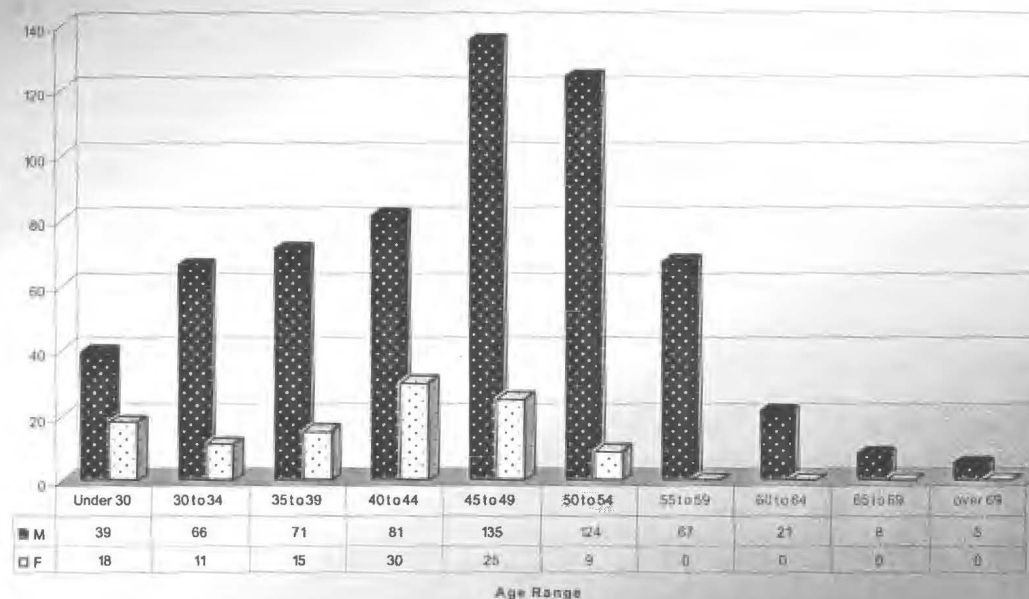
On your behalf, let me say to all of them a resounding: THANKS!

Total Number of Members



Age Demographics of Active Members

No. of Active Members
(Full, Associate, Non-Resident)



Age Range

REGISTRATION COMMITTEE REPORT

By Carol Walker-Gayle, R.P.F., Chair

The Registration Committee focused on refining protocols in 2005. We continued working to ensure that in reviewing applications for membership, the decision making process was consistent and fair. Seven meetings were held over the course of the year to review applications for membership. A total of 66 new members were accepted: 42 Full Members, 6 Associate and several Student and Provisional Members. In keeping with the desire to encourage applicants, the Committee began a critical review of information that is made available to prospective applicants to ensure that the information is

clear and consistent with OPFA policies and protocols, by-laws and the Act. Recognizing the important role of the sponsorship process in validating a candidate's competence and character the Committee looked at ways to strengthen the sponsorship process to better engage sponsors and encourage interaction with membership candidates throughout the process. Options for achieving this will continue to be investigated for implementation in 2006.

With respect to the Inclusivity project noted in the 2004 Annual Report, the Committee provided input towards development of a revised academic standards

(essential core and complementary academic requirements) for the profession of forestry. The Canadian Federation of Professional Foresters Association continues to work on this initiative however progress remains slow. The Registration Committee will continue to monitor progress in 2006 and provide input as necessary.

CONTINUING EDUCATION REPORT

By Norma Griffin, R.P.F./Mona Willshire, R.P.F.

The purpose of the Continuing Education Committee is to ensure ongoing vigilance of professional foresters to meet the requirements of professional forestry practice in a changing world and to ensure that the public receives services based on the most current information available. In 2005 the CE committee accomplished the following:

1. Developed a proposal to create a Professional Development component in the Continuing Education

program. This will be voted on at the business meeting of the 2006 AGM.

2. Drafted a process for auditing Full, Associate and Non-Resident members' C.E Credit Reporting Forms and supporting documents. This will be reviewed and discussed in 2006.

3. Incorporated the ability for members to report C.E credits on-line in conjunction with the re-design of the OPFA website.

4. Maintained ongoing assessment and promotion of events featured in *The Professional Forester* as well as on the OPFA website. Committee members continued to assist members with their CE questions and facilitate access to and awareness of Continuing Education opportunities.

On a final note, this year saw the first of the 3 year reporting

Membership	2005	2004	2003	2002	2001	2000
New R.P.F.'s	42	40	29	23	30	26
Reinstatements	2	2	4	0	9	2
Transfer from Inactive	0	0	0	0	0	0
Resignations	13	9	16	5	4	16
Transfer to Inactive	20	6	14	9	3	3
Deceased	5	7	9	5	5	2
Cancelled License	0	10	14	6	9	1
R.P.F.'s at Year End	902	877	867	864	841	829
Life	121	121	124	128	130	131
Full	644	637	629	636	620	595
Non Resident	56	58	68	68	68	83
Inactive	81	61	46	32	23	20
Associates at Year End	42	36	28	12	2	N/A
New	6	9	16	10	2	0
Resigned	0	1	0	0	0	0
Other Members	55	52	48	26	15	15
Provisional	21	30	26	21	12	11
Students	23	22	22	5	3	4
Honourary	1	0	0	0	0	0
Total Membership	999	965	943	902	858	844

period. Overall response was excellent with only 1 short term suspension for non-compliance.

CFAB REPORT

By James Cayford, R.P.F., OPFA Representative

This report summarizes activities of the Canadian Forestry Accreditation Board (CFAB) for the period January 1 to December 31, 2005. The Board is responsible for the assessment of Canadian university forestry programs for the purpose of meeting academic requirements for professional registration. Its role is to implement a national accreditation process mandated under a Policy Statement agreed to by its member agencies, the seven professional forester/forester engineer associations of Canada and the Canadian Institute of Forestry.

Accreditation Activities

Three site visits were undertaken in 2005, one to the Faculty of Agriculture, Forestry and Home Economics, University of Alberta, in February and two to the University of New Brunswick in March. Members of the Alberta review team were James Cayford, R.P.F., Faye Johnson, R.P.F., Donald Laishley, R.P.F., Chair, and Jim Thrower, R.P.F. The first University of New Brunswick visit was to review the Forest Ecosystem Management Program; members of the team were Greg Branton, R.P.F., Peter Marshall, R.P.F., Chair, Reino Pulkki, R.P.F. and Fred Somerville, R.P.F. The second University of New Brunswick visit was to review the Forest Engineering Program; members were Gilles Couturier, R. P. F. and Jeff Butler, R.P.F.

Board Meetings

The Board met twice during the year. At its meeting in Quebec City on April 15, 2005, it considered the final report of the November, 2004 site visit to the Faculty of Forestry,

University of British Columbia, while at its meeting in Toronto on July 22, 2005, the Board considered the final reports of the February and March 2005 site visits to the Faculty of Agriculture, Forestry and Home Economics, University of Alberta and the Faculty of Forestry and Environmental Management, University of New Brunswick. Accreditation of the following programs was granted for a period of six years, the maximum allowed under the terms of the CFAB Policy Statement. Accreditations begin with the 2005-2006 academic year and continue to June 30, 2011, or for as long as subject programs are in place, whichever is of shorter duration.

School	Program
University of British Columbia	Forest Resources Management Program
University of British Columbia	Forest Operations Program
University of Alberta	Forestry Program
University of Alberta	Forest Business Management Program
University of New Brunswick	Forest Ecosystem Management Program
University of New Brunswick	Forest Engineering Program

Other issues addressed during the meetings included the updating of guidelines for selecting site review teams, the accreditation reviews scheduled for March 2006 for Lakehead University and the University of Northern British Columbia, which will conclude the third round of reviews by the Board. and the

status and plans of the Inclusivity Initiative of the Canadian Federation of Professional Foresters Associations (CFPFA).

Board Membership

The Board is made up of one representative from each of the registered professional foresters/ingénieurs forestiers associations in Canada and from the Canadian Institute of Forestry (the member agencies). In addition to regular members, each member agency has designated an alternate to attend meetings of the Board in the absence of the regular member and to assist as may be requested. One change in membership occurred during the year (Glen Knee, ANLRPF). The CFAB currently has the

Agency	Member	Alternate
Association of British Columbia Forest Professionals	Peter Marshall, R.P.F.	Jerome Marburg, LL.B.
Association of Newfoundland-Labrador Registered Professional Foresters	Bill Buggie, R.P.F.	Glen Knee, R.P.F.
Association of Registered Professional Foresters of New Brunswick	Stephen Hoyt, R.P.F.	Rod O'Connell, R.P.F.
College of Alberta Professional Foresters	Greg Branton, R.P.F.	Charles Backman, R.P.F.
Ontario Professional Foresters Association	Jim Cayford, R.P.F.	Faye Johnson, R.P.F.
Ordre des Ingenieurs du Quebec	Rene Doucet, ing.f.	Jean-Louis Brown, ing.f.
Registered Professional Foresters Association of Nova Scotia	Tom Smith, R.P.F.	Ian Miller, R.P.F.
Canadian Institute of Forestry/Institut forestier du Canada	Bruce Dancik, R.P.F.	Pierre Zundel, R.P.F.

following members and alternate members.

(continued on pg. 10)

FINANCE COMMITTEE REPORT

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

The Finance Committee held 2 meetings during 2005 to make recommendations to Council concerning the Association's finances.

1. Proposed Budget for 2006:

The Committee reviewed the proposed budget for 2006 and determined that all aspects of the "Guiding Principles" had been incorporated. However, the Committee recommended that the following suggestions be considered by Council when studying the budget:

(a) That Practice Audits, or a similar program, reflecting the statutory obligations to confirm continuing competence of member's practices, be given priority by Council when potential future Association activities are being considered.

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

(c) That Council consider whether there is a need to focus on fewer new activities each year.

(d) That an approximate costing, at least for new initiatives, be provided in the draft budget and in the draft multi year plan. Council approved the 2006 budget with a total expenditure of \$330,000.

2. Reserve Policy:

The Committee reviewed the OPFA Reserve Fund's 3 components:

Dissolution	\$45,000
Project Overrun	\$35,000
Legal Contingency	\$125,000

The Committee recommended that the Dissolution and Project Overrun amounts be maintained at their current levels but that the Legal Contingency be increased to \$200,000 by budgeting a minimum \$5,000 annual contribution and of assigning and net annual revenue to this component of the Reserve Fund.

(The Dissolution Reserve ensures our ability to meet obligations, should OPFA cease.)

3. Communications:

The Committee suggested that Council continue to make members aware of the rationale supporting Council decisions on the Annual Budget through the OPFA Newsletter and the regional and local meetings.

4. Deferred Items:

The Committee considered some items, which it will discuss more fully early in the new year before making recommendations to Council:

(a) The adequacy of the OPFA's current insurance coverage in the event of a lawsuit by a "Disciplined Member" or by an "Unsuccessful Membership Candidate"

(b) Restructuring the accounts to reflect program cost rather than the type of expense.

(c) Review the Association's office rent and related costs to determine whether some other arrangement would offer significant savings which could be assigned to enhance program delivery.

(continued from pg.9)

Other Activities

The Annual Report of the Board was published in the March/April 2005 issue of *The Forestry Chronicle*. Announcements of the accreditation review results at British Columbia, Alberta and New Brunswick were published over the report year.

The CFAB website provides information on Board membership and accredited programs and contains the full set of the Academic Standards of the Policy Statement. It also contains a news section which deals with matters related to Board activity. All content is in both official languages. The site is regularly reviewed and is updated as new information becomes available. The website may be visited at "www.cfab.ca".

The Board continues to be a member of the Association of Accrediting Agencies of Canada (AAAC) and the Executive Director regularly attends meetings of the Association. A project to develop a generic training package to assist new and experienced accreditation team participants in preparing for their work on site visits should be available in the first quarter of 2006.

Final Report

This is my final report to the OPFA as I have resigned as OPFA representative to the Board effective the end of 2005. It has been a pleasure to have served the OPFA in this capacity since 1997 and as the Executive Director of the Board since its founding in 1990 until 1997. Faye Johnson, R.P.F., will be my successor. My best wishes to Faye who, I am certain, will be an excellent Board member. Dave Winston, R.P.F., will be the alternate OPFA member.

RECOGNITION & AWARDS

By Jim Cayford, R.P.F., Chair

The Recognition and Awards Committee selected two members of the Association to honour for the 2004 award year. They were recognized at the Awards Luncheon held at the April 2005 AGM in Timmins.

Malcolm (Mac) Squires was the recipient of the *Honoured Professional Award*. This award is presented to a current or past member who has made an exemplary and significant contribution to the Ontario Professional Foresters Association or to forestry in Ontario.

Faye Johnson, R.P.F. was the first recipient of the *John Sellers Award*. This award was established in 2004 by the OPFA Council in memory of John H. Sellers, R.P.F. John was a staunch supporter of the OPFA and the forestry profession, as evidenced by his involvement in several OPFA committees and especially for his commitment to the OPFA website from its inception in 1998 until his untimely death. The *John Sellers Award* is to be presented in his honour annually to a member of the Association in recognition of outstanding achievement in the promotion and awareness of professional forestry in Ontario.

Several other members were recognized during the presentation. *Certificates of Appreciation* were awarded to the following

members:

Norma Griffin, R.P.F., for serving on the Website Committee, **Matt Hollands, R.P.F.**, for serving on the Registration Committee, **Faye Johnson, R.P.F.**, for serving as Chair of



Mac Squires, R.P.F. receiving Honoured Professional Award from Jim Cayford,

the Registration Committee, and **Dave Milton, R.P.F.**, for serving as a Councillor for the Southeast and as a member of the Discipline Committee.

A number of members were recognized for 25-year membership and presented with their sterling silver OPFA pin. They are as follows:



David Balsillie, R.P.F. (Hon) receiving his certificate of membership.



Faye Johnson, R.P.F. First recipient of the John H. Sellers Award

Jacques Cantin, R.P.F., **Jee-keung Chan, R.P.F.**, **Roger Davison, R.P.F.**, **Bruce Fleck, R.P.F.**, **Richard Fry, R.P.F.**, **Norm Goba, R.P.F.**, **Celia Graham, R.P.F.**, **Rich Greenwood, R.P.F.**, **Bill Guthrie, R.P.F.**, **Bill Hagborg, R.P.F.**, **Sherry Hamill, R.P.F.**, **Richard Kelertas, R.P.F.**, **Bohdan Kowalyk, R.P.F.**, **Bill Murphy, R.P.F.**, **Lee O'Driscoll, R.P.F.**, **Richard Raper, R.P.F.**, **Bill Rose, R.P.F.**, **Tony Rotherham, R.P.F.** and **Jacques Tremblay, R.P.F.**

In late 2003 I assumed the role of Chair of the Recognition and Awards Committee for a one-year term. Incoming Committee Chair is **John Cary, R.P.F.**

WEBSITE REPORT

By Lorne Riley, R.P.F., Co-Chair

The past year was one of highs and lows for the Committee. The Committee, and the Association, suffered a notable loss with the passing in early January of John Sellers. In addition to numerous other contributions to the Association over the years, John was the driving force behind the coming on-stream of the OPFA website in 1998 and the Website Committee's Chair from the time of its establishment until his passing. John's approach to website maintenance may have seemed rough and ready at times, and the website itself did not often reflect the latest design techniques, but the site was informative, there was always fresh news and the range of news available was diverse. John's drive and enthusiasm has been, and will continue to be, missed by the Committee.

At the other end of the spectrum, 2005 was a makeover year for the website. Dave Legg agreed to rejoin the Website Committee and under his capable guidance, the Association contracted with Bruce Weild Illustration and Design to redesign and update the site, both technically and in its on-line image. Improved graphics and presentation, organization and ease of access and navigation are hallmarks of the new website. So too are improved security, the ability to make application on-line for a range of matters and events and the ability for members to update personal information.

The public/members side divisions were done away with in favour of a more secure pass-

word approach to enable members to access restricted professional information and a separate section on international forester interests was built in. Each member of the Website Committee was given new site maintenance assignments and a program of regular updating was set up. Member reaction to the new design was overwhelmingly positive although there were transition hiccups and some members had trouble remembering their membership number. Redesign of the website was facilitated through a contribution from the Ontario Government as part of an Association effort to reduce barriers to meeting licensure and certification requirements by internationally trained foresters seeking to enter the profession in Ontario.

By mid-summer, the site was fully functional and bringing the news of the Association to the membership and to the public. Although the data are somewhat difficult to analyze, website statistics indicate that there have been some 29,000 index page hits from outside and from within the site since it went online in mid-year. Most visitors are viewing five pages or less although others are viewing many more. The average length of stay by a visitor to the site is about 6.5 minutes. Google is by far the most popular search engine to send us visitors.

As in the past, the Committee seeks the involvement of Association committees and encourages them to submit news of activities, meeting report synopses, updates of terms-of-reference, annual reports, committee member lists and any other information that a

committee may feel is of interest to the general membership. It is the Committee's aim to see the website continue to grow and improve and be of significant value to the members of the Association. It also a goal to have the website present a readily accessible source of information to the general public.

The Co-Chairs wish to extend special thanks to the members of the Committee, the Association's Executive Administrator, Melissa Ginsberg, in particular, and the Executive Director, Tony Jennings for their essential assistance in getting the website redesigned and their continuing assistance in the maintenance of the site. Appreciation is extended also to Bruce Weild and Tyler LeCouffe for their excellent effort and cooperation in the redesign and implementation of the website and to Rick Monzon for his early efforts in the coordination of the redesign.

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

MINUTES—ANNUAL GENERAL MEETING 2005

Timmins, ON

follows:

1) Call To Order

The President called the meeting to order at 12.30 P.M.

2) Members and Proxies

The President noted that as the meeting started, there were 44 members in attendance and that 132 proxies had been received.

3) President's Remarks

The President welcomed members, noted that guests were welcome, but that only members (*other than student and provisional members*) are entitled to vote on issues arising during the meeting.

4) In Memoriam

The President noted the members who had passed away during the last fiscal year and this fiscal year prior to this meeting, then asked for a moment of silence in their memory:

George Sinclair, R.P.F.

Malcolm McLean, R.P.F.

James Keenan, R.P.F.

Arthur Herridge, R.P.F.

Thomas White, R.P.F.

Donald Fraser, R.P.F.

Richard Clarke, R.P.F.

Warren Moore, R.P.F.

John Sellers, R.P.F.

John McClelland, R.P.F.

5) Approval of Minutes of 2004 Annual Meeting

The President noted that the minutes for the 2004 Business Meeting were in the printed annual report. He noted that in the printed Annual Report, the minutes were incorrectly identified as minutes for 2003.

Motion: Carl Corbett/ Rob Tomchick -- That the minutes of the 2004 Annual Meeting be approved as presented. **Carried.**

2004 Resolution Update

The President reported upon Council's action upon the one resolution passed at the 2004 Annual General Meeting. The resolution was as

Whereas: Ontario R.P.F.s have a duty to uphold the law including the Constitution Act 1982 that recognizes and affirms Aboriginal & treaty rights, and more specifically the requirement of Ontario FMPMs to address Aboriginal Values and participation in forest management,

Be it resolved that Council give consideration to: the OPFA providing advisory services and training or direction for training for Ontario R.P.F.s on Aboriginal awareness and issues in forest management planning in order to improve understanding and professional practice including;

- General awareness about Aboriginal Peoples
- FMPM related requirements for Aboriginal representation on planning teams, Aboriginal Values and Background Information and Reports

With respect to the FMPM related requirements for Aboriginal representation on planning teams, Aboriginal values and background Information and reports, Council concluded that this was the direct responsibility of the MNR. R.P.F.s in carrying out their duties are required as part of the Code of Ethics to be familiar with all relevant legislation including that related to Aboriginal representation and values however, the MNR has the responsibility for establishing the specifics related to the Forest Management Planning process on Crown land.

With respect to the issue of "General awareness about Aboriginal Peoples" Council directed Rick to contact Peggy Smith at Lakehead to get a list of available courses and either publicize them on our website or establish a link to Lakehead University and the courses that are available and perhaps to other sites as well. The OPFA does not develop training modules or packages, but does provide information on location and availability.

Peggy Smith was contacted and provided a paper that identified a number of resources to learn about Aboriginal Issues in forest management in Canada with emphasis on Ontario. The paper with identified linkages was posted on the OPFA website under the 'Links' tab (Members Side) on November 3, 2004.

The President noted that Committee and other reports were included in the Annual Report and called for motions to consider each one. Except as noted, there were no questions or comments on the reports.

6) Report of Council

Motion: Richard MacNaughton /Paul McAlister -- That the report of Council be accepted as presented. **Carried.**

7) Report of Executive Director

Motion: Rick Monzon/David Milton -- That the report of the Executive Director be accepted as presented. **Carried.**

8) Finance

Report of the Finance Committee

Motion: Matt Hollands /John Cary -- That the report of the Finance Committee be accepted as presented. **Carried.**

Auditors Report

Motion: Rick Monzon / Denis Gagnon -- That the Auditors report for the year ending November 30th, 2004 be accepted as presented.

President calls for questions on the report **Carried.**

Appointment of Association Auditor

Motion: Susan Jarvis /Carol Walker Gayle -- That the firm of Caldana Girardi be appointed as Auditor for the Association for the year ending November 30th, 2005. **Carried.**

9) Committee Reports

Registration Committee

Motion: Carol Walker Gayle/Richard MacNaughton -- That the report of the Registration Committee be accepted as presented. **Carried.**

Recognition and Awards

The President noted that page 7 in the printed Annual Report, should have shown Jim Cayford as Chair of this Committee; He is correctly shown in the Committees list on page 3.

Motion: Ken VanEvery/Gordon King -- That the report of the Recognition and Awards Committee be accepted as presented. **Carried.**

Canadian Forestry Accreditation Board (CFAB)

Motion: John Cary/Rick Monzon -- That the report of the Canadian Forestry Accreditation Board be accepted as presented. **Carried.**

Website

The President recognized the leadership and extensive work of John Sellers on this member communication tool. He noted that Dave Legg and Lorne Riley would now Co-Chair the Website Committee.

Motion: Rob Tomchick/Bill Van Schip -- That the report of the Website committee be accepted as presented. **Carried.**

Continuing Education

Richard MacNaughton noted that this was a "bellweather" year as it signified the end of the first 3-year cycle for collecting Continuing Education credits. He acknowledged the work of Rick Monzon and Susan MacLachlan in support of the committee.

Motion: Richard MacNaughton/Mike Clarke -- That the report of the Continuing Education Committee be accepted as presented. **Carried.**

10) Ontario Professional Forestry Foundation

In the absence of Foundation chair, Tom Griffiths, and as there was no written report, Paul McAlister spoke briefly about the need to support the Foundation, noting that charity-donation tax receipts are provided.

11) Ratification of Actions of Council

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

12) Amendments to By-laws

BY-LAW No.5 – Continuing Education

The President noted that at the Council meeting on June 7, 2004, Council had approved four additional amendments to the Continuing Education by-law that was passed at the 2004 Annual General Meeting. The four amendments were housekeeping in nature and do not change the intent or requirements of the by-law. The amendments were reflected in the by-law that has been on the OPFA website since June of 2004.

The President called for a motion to amend the by-law as follows:

page 1 under Continuing Education 1st paragraph

New wording should be:

" **A** By-Law respecting Continuing Education as a requirement for the maintenance of membership in the Ontario Professional Foresters Association (OPFA)"

p.1 under Key Points

New wording should be:

"The key points in the Continuing Education Program include: Mandatory Participation, Continuing Education Program Description, Credit Assessment and **Non-Compliance**."

p.1 under Program Overview - Continuing Education Targets

New wording should be:

"Each member must accumulate at least 150 Continuing Education credits **over a rolling three-year period**, an average of 50 credits per year.

p.2 under Continuing Education Targets # 8

New wording should be:

" **New Full and Associate members** will begin accumulating credits upon admission to the Association. The first three-year period will begin December 1 of the year in which they are admitted."

Motion: Craig Parsons/Nancy Houle - "Whereas there was a requirement for some minor clarifications which were approved by Council on June 7th 2004 prior to the posting of the by-law with these revisions on the OPFA's website, it is moved that the housekeeping amendments previously identified and approved by Council and reflected on the website be accepted as posted. **Carried**."

13) Amendment to the Mission Statement of the Strategic Plan

There were no amendments to the OPFA's Strategic Plan.

14) Fee Schedule 2004/2005

Motion: Rick Monzon/Al Cameron- "that the Fee Schedule for 2004/2005 as fixed by Council and approved at the Annual Meeting in 2004, be ratified." **Carried**."

15) Resolutions

Rob Tomchick had represented the Council in advising any members considering a resolution. One resolution was brought forward and was spoken briefly to, by Carol Walker-Gayle, who also provided the written copy of the proposed resolution.

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

Be it resolved, that Council give consideration to amending the relevant sections of Bylaw 1 (e.g. section 3.2,) and any other bylaws of the Association as appropriate, to enable Associate members to serve on Council and statutory committees under the Act. **Carried: 40 in favour; 5 abstentions**

16) Other Business.

The President inquired if there was any other business for discussion.

- i) Richard MacNaughton Requested the new members present (4) to stand and be recognized. There was general agreement that such recognition should become an annual practice.
- ii) President Craig Howard expressed the thanks of all attendees for the excellent work of Committee chair and other members of the 2005 Annual conference committee, recognizing each for their efforts:

Don Bazely	Pierre Corbeil	Greg Corrigan
Kirsten Corrigan	David Flood	Denis Gagnon
Nick Gooderham	Robert Jackman	Gordon King
Krista Mayrand	Dave Millson	Sue Millson
George Stanclik	Rob Tomchick	Nikki Wood.

Committee Chair Gord King noted also the involvement of Melissa Ginsberg and Tony Jennings from the OPFA office and of OPFA President Craig Howard.

17) Future Annual Meetings

The President noted that locations for the future meetings were not final, but Sault Ste Marie and Huntsville/Bracebridge were under discussion

He noted that the 2007 Meeting will be our 50th, so we be starting early in preparation.

18) Adjournment

Motion: Al Cameron /Trena Allen – that the 2005 Annual General Meeting be adjourned. **Carried**.

Ontario Professional Foresters Association

Audited Financial Statements

November 30, 2005

Ontario Professional Foresters Association

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

ED GIRARDI, B.B.A., C.A.

Chartered Accountant

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Fax: 905-884-6992

AUDITOR'S REPORT

To: The Members of the Ontario Professional Foresters Association

I have audited the balance sheet of Ontario Professional Foresters Association as at November 30, 2005 and the statements of operation, members' equity and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. My responsibility is to express an opinion on these financial statements based on my audit.

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

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at November 30, 2005 and the results of its operations and its cash flows for the year then ended in accordance with generally accepted accounting principles.

Richmond Hill, Ontario
September 15, 2006

Chartered Accountant

ANNUAL REPORT

Balance Sheet

As at November 30

	2005	2004
<u>Assets</u>		
Current		
Cash	\$1,678	\$45,494
Accounts receivable	6,644	5,040
Due from Ontario Professional Forestry Foundation	1,698	2,663
Litigious amount recoverable (Note 5)	25,465	-
Prepaid expenses and deposits	1,593	1,139
	<u>37,078</u>	<u>54,336</u>
<u>Other</u>		
Investments (Note 3)	210,331	203,304
Accrued interest	3,733	3,637
	<u>214,064</u>	<u>206,941</u>
	<u>\$251,142</u>	<u>\$261,277</u>
Liabilities and Members' Equity		
Current	\$2,838	\$3,251
Accounts payable and accrued liabilities		
Prepaid membership fees	37,021	80,330
	<u>39,859</u>	<u>83,581</u>
Members' equity	<u>211,283</u>	<u>177,696</u>
	<u>\$251,142</u>	<u>\$261,277</u>

The accompanying notes are an integral part of these financial statements

ANNUAL REPORT

Ontario Professional Foresters Association

Statement of Operations — For the Year Ended November 30

	2005	2004
Income		
Memberships		
- annual	\$305,065	\$267,682
- life	3,125	2,760
- associates, graduates in training	5,280	5,670
Application and examination	9,235	9,165
Miscellaneous	1,440	2,179
Interest on investments and deposits	6,544	6,241
	<u>330,689</u>	<u>293,697</u>
Expenses		
Professional fees	4,068	8,111
Bank charges	6,137	4,029
Office rent, maintenance and repairs	19,505	19,097
Equipment purchases, rentals and service	6,645	5,684
Office supplies and printing	17,515	16,549
Postage	4,358	9,636
Telecommunications	3,379	3,479
Management compensation, wages and benefits	1 35,481	120,513
Council travel and meetings	21,815	21,695
Committee expenses and projects	28,775	25,400
Newsletter costs	15,519	19,190
Licensing	1,714	3,415
National accreditation and affairs	6,654	5,150
Advertising and promotion	25,992	33,511
Director's liability insurance	2,307	1,740
Annual general meeting	(2,762)	(1,031)
	<u>297,102</u>	<u>296,168</u>
Net income (loss)	<u>\$33,587</u>	<u>\$(2,471)</u>

The accompanying notes are an integral part of these financial statements

Ed. Girard
Chartered Accountant

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

	2005	2004
Members' equity, beginning of year	\$177,696	\$180,167
Net income (loss) for the year	33,587	(2,471)
Members' equity, end of year	<u>\$211,283</u>	<u>\$177,69</u>

The accompanying notes are an integral part of these financial statements

Statement of Cash Flows

For the Year ended November 30

	2005	2004
Cash provided by (used for):		
Operations		
Net income (loss) for the year	\$33,587	\$(2,471)
Changes in non-cash working capital components:		
Prepaid expenses and deposits	(454)	500
Accounts receivable	(1,604)	12,475
Accounts payable and accrued liabilities	(413)	(1,599)
Due from Ontario Professional Forestry Foundation	965	720
Litigious amount recoverable	(25,465)	—
Prepaid membership fees	(43,309)	31,173
	<u>(70,280)</u>	<u>43,269</u>
Increase in cash during the year	(36,693)	40,798
Cash position, beginning of year	252,435	211,637
Cash position, end of year	<u>\$215,742</u>	<u>\$252,435</u>
 Cash position represented by:		
Cash	\$1,678	\$45,494
Investments	210,331	203,304
Accrued interest	3,733	3,637
	<u>\$215,742</u>	<u>\$252,435</u>

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

Ontario Professional Foresters Association**Notes to Audited Financial Statements For the Year ended November 30, 2005****General**

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

Summary of Significant Accounting Policies**Revenue recognition**

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

Investments

Investments are recorded at the lower of cost and market value.

Capital assets

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

Prepaid membership fees

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

Contributed services

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

Investments

The market value of the investments at November 30, 2005 was \$210,331 (2004: \$203,304).

Lease Commitment

The Association leases office premises at 8000 Yonge Street, Innisfil, Ontario. Monthly lease payments for the premises are \$1,328. In addition, the Association is required to pay a pro-rata share of realty taxes and common maintenance costs. Currently the premises are being leased on a month to month basis.

Litigious Amount Recoverable

The Board of Directors is considering legal action against a former administrative assistant involving the misappropriation of funds. In addition to the \$25,465 identified in fiscal 2005, a further \$21,871 was allegedly misappropriated in fiscal 2006. Recovery of these amounts is unknown at this time.