



2017 ONTARIO PROFESSIONAL FORESTERS ASSOCIATION **Annual Report**

SINCE 1957



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ONTARIO PROFESSIONAL FORESTERS ASSOCIATION

2017 ANNUAL REPORT

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Registrar

Susan Jarvis, R.P.F.[†]
Fred Pinto, R.P.F.[†]

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OFFICE & REGISTRATION COORDINATOR

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COUNCILLOR SOUTHWEST

Tim Payne, Associate

COUNCILLOR SOUTHEAST

Richard Raper, R.P.F.

PUBLIC MEMBERS

Richard Gasparini[†]

Susan Gesner

Mark Kuhlberg

Larry McDermott

Dianne E. Miller[†]

Paul Wallis[†]

[†] Partial year
Public members are appointed by the Lieutenant Governor of Ontario

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COMMITTEES, WORKING GROUPS & TASK TEAMS

Executive[‡]

CHAIR

Greg Pawson, R.P.F.
(President)

Peter Street, R.P.F.
(Vice President)

Astrid Nielsen, R.P.F.
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Richard Raper, R.P.F.
(Elected Councillor)

Susan Gesner
(Public Member)

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Chad Anderson, R.P.F.

COUNCIL MEMBERS

Denis Gagnon, R.P.F.

Vacant (Public Member)

Finance

CHAIR

Bob Burgar, R.P.F.[†] (Ret.)

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MEMBERS

Bob Boyce, R.P.F.

Brad Ekstrom, R.P.F.[†]

Bohdan Kowalyk, R.P.F.

Judy Sewell, R.P.F. (Ret.)

Peter Street, R.P.F.

Paul Wallis (Public Member) ^{‡†}

Dave Winston, R.P.F. (Ret.)

Registration[‡]

CHAIR

Malcolm Cockwell, R.P.F.[†]

Paul Poschmann, R.P.F.[†]

VICE CHAIR

Sarah Sullivan, R.P.F.

MEMBERS

Ulf Runesson, R.P.F.

Jim McCready, R.P.F.

Frank Knaapen, R.P.F. (Ret.)

Andrée Morneault, R.P.F.[†]

Dean Assinewe, R.P.F.[†]

Jack Harrison, R.P.F.

COUNCIL MEMBERS

Tom Ratz, R.P.F.

(Elected Councillor)

Mark Kuhlberg (Public Member)

Nominations

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Graeme Davis, R.P.F.

MEMBERS

Gord Cumming, R.P.F.

Paul Poschmann, R.P.F.[†]

Terry Schwan, R.P.F.

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CHAIR

Eric Thompson, R.P.F.

EDITOR

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Lauren Quist, R.P.F.

Tony Ritchie, R.P.F. (Ret.)

Mike Rosen, R.P.F.

Matt Wilkie, R.P.F.

John Harvey, R.P.F.

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CHAIR

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Allan Foley, R.P.F.

Bill Hubbert, R.P.F.

Jeff Muzzi, Associate

COUNCIL MEMBERS

Aaron Palmer, R.P.F.
(Elected Councillor)

Richard Gasparini
(Public Member)[†]

Susan Gesner
(Public Member)

Diane E. Miller
(Public Member)[†]

Awards & Recognition

CHAIR

Sarah Bros, R.P.F.

MEMBERS

George Graham, R.P.F.

Graeme Davis, R.P.F.

Rob Spence, R.P.F.

[‡] Statutory Committee

Urban Forestry

CHAIR

Mike Rosen, R.P.F.

MEMBERS

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 John McNeil, R.P.F.
 Amory Ngan, R.P.F.
 Astrid Nielsen, R.P.F.
 Carol Walker, R.P.F.

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 (Elected Councillor)

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 (Public Member)

MEMBERS

Richard Gasparini
 (Public Member)[†]
 Mark Kuhlberg
 (Public Member)
 Larry McDermott
 (Public Member)
 Astrid Nielsen, R.P.F.
 Tim Payne, Associate

Registration Appeal Committee

CHAIR

Astrid Nielsen, R.P.F.

Private Land

CHAIR

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MEMBERS

Sarah Bros, R.P.F.
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 Peter Hynard, R.P.F.
 Caroline Mach, R.P.F.
 Terry Schwan, R.P.F.
 Martin Streit, R.P.F.
 Eric Thompson, R.P.F.
 Linda Touzin, R.P.F.
 Peter Williams, R.P.F.

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Diane E. Miller
 (Public Member)^{*†}

MEMBERS

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 Graeme Davis, R.P.F.
 Larry McDermott
 (Public Member)^{*}
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 Greg Pawson, R.P.F.

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MEMBERS

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 Graig Howard, R.P.F.
 (Vice Chair)
 Peter Nitschke, R.P.F.[†]
 Susan Jarvis, R.P.F.
 Tom Ratz, R.P.F.[†]

2017 Annual Conference

Wasseem Ashiq
 Timea Filer
 Bill Gaines, Associate
 Andy Gordon, R.P.F.
 Patricia Hammond
 Albert Hovingh, R.P.F.
 Martin Litchfield, R.P.F. (Ret.)
 Caroline Mach, R.P.F.
 Kerry Mchaven
 Nathan Munn, R.P.F.
 Kevin Pargborn, R.P.F.
 Ron Reinholt, R.P.F.
 Terry Schwan, R.P.F.
 Peter Williams, R.P.F.
 Ron Wu-Winter, R.P.F.

OPFA REPRESENTATIVES ON EXTERNAL GROUPS

Canadian Forestry Accreditation Board

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

Provincial Forest Policy Committee (MNR)

Fred Pinto, R.P.F.

Accreditation Standards

Susan Jarvis, R.P.F.
 Faye Johnson, R.P.F.
 Lorne Riley, R.P.F. (Ret.)

Regional Advisory Committee (MNR)

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

Ontario Trails Council

Caroline Mach, R.P.F.

Competency Review

Susan Jarvis, R.P.F.
 Lorne Riley, R.P.F. (Ret.)

[†] Statutory Committee [†] Partial Year
 Public members are appointed by the Lieutenant Governor of Ontario



Photo Credit: Kandyd Szuba

Sixty years as a professional association; that's quite an accomplishment. Think of what has changed over 60 years in forestry – I'm not going to go through a long list of those items that have changed but rest assured Registered Professional Foresters have been instrumental in every change that has occurred over that time. Over the past decades more disciplines have been getting involved in the management of natural resources as forestry has evolved to a state of sustainable forest management having to balance the environmental, economic and social values of society; and Registered Professional Foresters are the only licensed professionals of natural resources in Ontario. Being a Registered Professional Forester brings an obligation to ensure the public's interest is served and protected, a core focus of the OPFA's mission. As forestry continues to evolve, serving and protecting the public's interest must remain central to the OPFA.

The membership of the OPFA continues to fluctuate as many Registered Professional Foresters are part of the aging demographic. As many R.P.F.s reach retirement age there are also many new natural resource managers looking to join the OPFA; many of those new candidate professional foresters are not necessarily from the typical forestry degree programs of the past. Universities are producing a new breed of natural resource managers that are finding employment in forestry, but they have graduated from a different educational background e.g. environmental science programs or have graduated from university programs in countries outside of Canada. The OPFA continues to adapt the registration process to ensure forestry professionals meet the required competencies to manage natural resources in today's environment.

In 2017, the OPFA had to make some changes to its R.P.F. structure and to the public members of the OPFA Council. In June, Susan Jarvis, OPFA's Registrar provided notice that she would be leaving her position in September. We thank Susan Jarvis for all her efforts in leading the OPFA as Registrar for the many years service that she provided. It was also decided that Fred Pinto would assume the Registrar's responsibilities and Fred assumed the role of Executive Director and Registrar in August.

Council also had two public members, Richard Gasparini and Dianne Miller, resign from the OPFA. We thank Dianne Miller and Richard Gasparini for their service to the OPFA as valued public members of the OPFA Council. At the same time, we were able to welcome a new public member, Paul Wallis. Further, the OPFA, with the Ministry of Natural Resources and Forestry initiated the recruiting process for new public members in 2017 and we are hopeful to have new public members again in 2018.

In May 2017, the OPFA held a very successful annual conference in Guelph celebrating the OPFA's 60th anniversary (doesn't it seem like just yesterday that we were celebrating 50 years as an association in Huntsville) under the theme of "Foresters in Changing Climates". Many great presentations were made at the conference with themes focused on the biophysical, socioeconomic and human security environments. The three field tours were of high quality and



participants appreciated having a chance to experience what Guelph and area had to offer the OPFA. Thanks to the organizing working group of the 2017 Annual Conference and to the Co-Chairs Terry Schwan, R.P.F. and Andy Gordon, R.P.F.

I would also like to take some time to extend my appreciation, on behalf of Council and all members of the OPFA, for the time that our members and public members to Council, volunteer to the various committees and undertakings of the OPFA. Small associations such as ours cannot afford a large staff contingent to run the various operations of the association. As a result, a tremendous amount of volunteerism is required from our membership to serve as part of committees. The OPFA has been doing some work to ensure our committees are well structured to serve the required purposes of the association. We have also seen a lot of change in many of our committees as long-serving members step back from the table and many new faces are stepping forward to take their places. I want to thank all of those members who serve on committees or have served on committees over the years. I would also be remiss if I didn't encourage all members to please step forward and provide service to the association where and when you can. It is a worthwhile experience to provide service to your association and your efforts are greatly appreciated.

I'd also like members to know that your OPFA Council represents you well in bringing to the table and addressing matters of priority needing attention as a regulatory association. The OPFA represents a wide range of practitioners that practice on Crown, private and urban forests, and your Council representatives do great service to deal with matters in regulating Registered Professional Foresters and to serving and protecting the public interest. I have always enjoyed being involved with OPFA Council over the years as people of various backgrounds come to the table to bring their good thoughts to address so many different issues.

Lastly, I would like to highlight a change that the OPFA has been contemplating for more than a year. Starting in 2017, the association contracted Office/Bureau to redesign how the OPFA manages its responsibilities and to re-brand the OPFA. Those exciting changes will be implemented in 2018 that will provide the OPFA with a new brand, a new website and new association management software that will allow the OPFA to better manage its responsibilities and to better serve its members. Please stay tuned as those changes begin to unfold in 2018.

"The times they are a-changin'" but Registered Professional Foresters and the OPFA are adapting to those changes. I look forward to the many challenges that the OPFA will continue to be involved in over the decades ahead.

Greg Pawson, R.P.F.
President



Photo Credit: Kandy Szuba

Fred Pinto, R.P.F.

2016-2017 was an eventful year for the OPFA and we made good progress on the internal changes that I described in last year's annual report. Effort on making those changes, which will help us to better serve the Association and its' members, will continue in 2018. This annual report also identifies OPFA activities where improvement is desired. Efforts on those improvements will be initiated in 2018.

Enhancing OPFA productivity

The OPFA embarked on revising its website, linking the website to association management software and moving to a virtual office in 2017. Users will be able to interface electronically with the OPFA and OPFA groups through the new website and services available through Google's G Suite set of services. This is being done so that the OPFA can enhance the current services to members, protect and properly archive documents and enable members to collaborate wherever they live or work. The roll out of the information technology changes will occur through 2018. While users will interface with the website please be aware that this involves more than cosmetic changes. It is a complex time-consuming task, so we ask for your patience.

Professional Practice:

The OPFA has a responsive enforcement program. In 2017 the OPFA received and resolved 12 concerns, 2 complaints and one unauthorized practice case. *Figure 1* shows that these enforcement actions were initiated mainly by members of the public.

As regulated professionals we have certain obligations. Direction to a member's professional practice is provided by the OPFA through "Practice Guidance" documents. You can find copies of approved Practice Guidance documents on the OPFA website. The use of these documents has helped resolve some of the concerns expressed about a member's practice. I encourage you to periodically review the Practice Guidance documents as part of your continuing education efforts. Regular review of these documents can provide insights to improving your practice.

Initiation of Enforcement Action in 2017

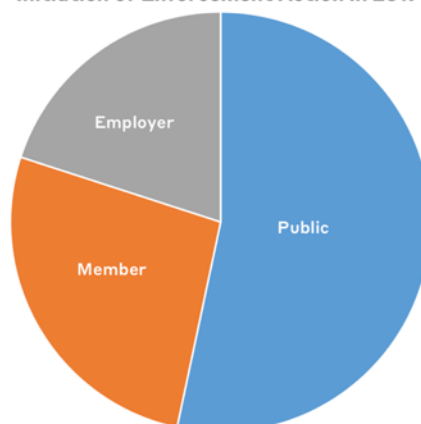


Figure 1

Membership:

2017 was the fourth consecutive year that total membership grew. Total membership increased 3% - from 901 members to 929 members. The growth is partly good news. Why partly good news? To be successful the OPFA needs to see an annual net increase in the number of practising members that are those in the Associate and Full member categories. In 2016 to 2017 the number of practising members stayed the same at 568 (see *Figure 2*) while from 2010 to 2015 the number of practising members declined every year.

Number of Practising Members

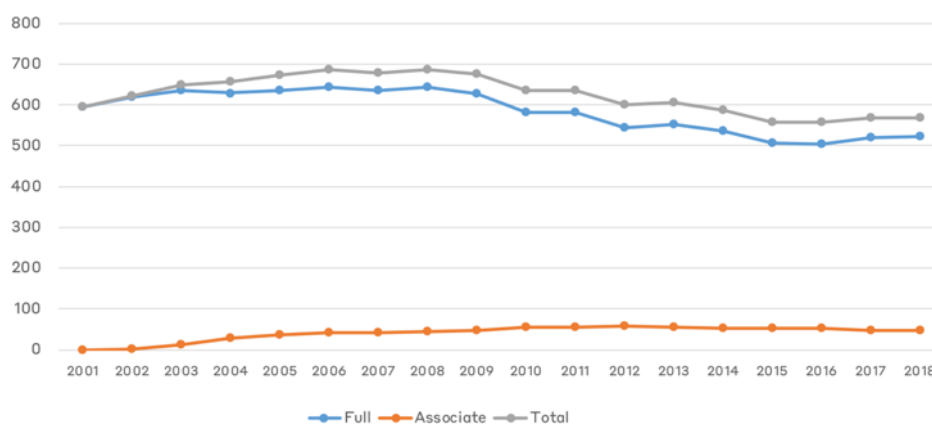


Figure 2

The increase in the total number of members is mainly due to a continued increase in Provisional Members (see Figure 3). In 2016 there were 91 Provisional Members while at the end of 2017 there were 116. The number of Provisional Members has been increasing almost every month for the past five years. Most of these new members are from non-CFAB accredited programs. They make up over 75% of this membership category.

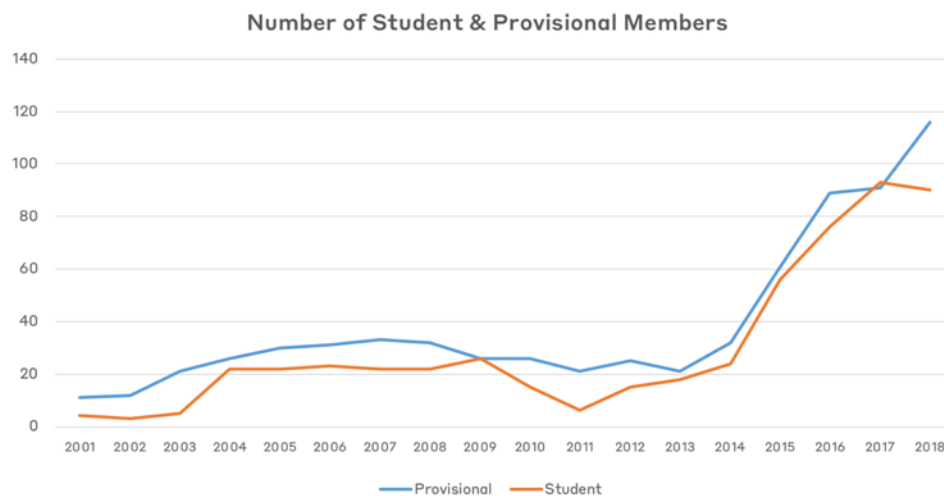


Figure 3

The OPFA is challenged to assist all Provisional Members obtain Full or Associate membership. An analysis of the data and the rules in place is being undertaken to determine the approach and the resources needed to meet the challenge. The large number of Provisional Members from non-CFAB accredited programs and their diverse academic credentials (see *Figure 4*) requires a lot of work to be undertaken by these members and the OPFA for these individuals to become Associate or Full members.

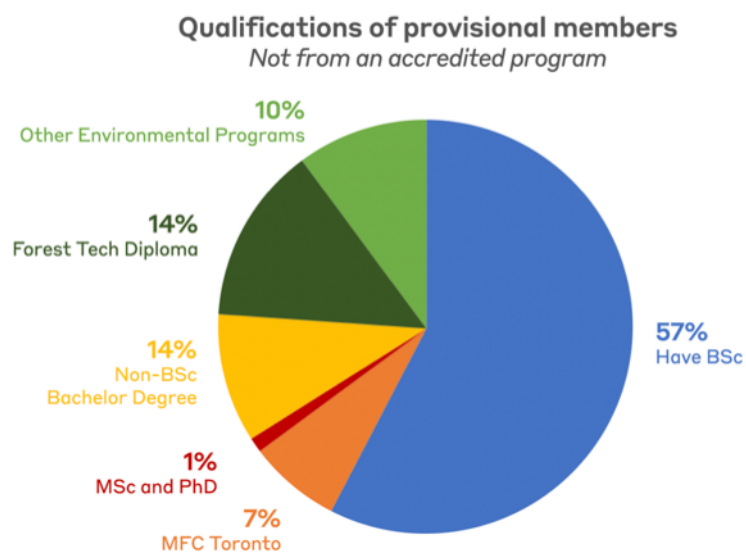


Figure 4

Membership Annual Renewal

As regulated professionals we are required to pay annual membership fees and report on maintaining competency in our profession. Five written messages including two paper letters are sent to members annually to inform all members of their annual membership

renewal obligations. Also, all new practising members have their Mentors sign that they have informed the new member of their membership obligations.

By the end of 2017, 55 members had not paid or reported their competency maintenance plans. The failure of so many members to pay their fees on time and report their competency maintenance suggests the OPFA and its members need to better understand their obligations and what it means to be a regulated professional. Please note that members are suspended if they have not paid their fees or reported their competency maintenance plans. The OPFA is required to post all suspensions on the publically accessible directory of members.

Professional foresters and work

Organizations or individuals hiring staff or contractors to provide forestry services are often unaware of the benefit of regulated professionals to their organization and society. So, to better inform employers and also individuals in occupations excluded from being a member of the OPFA, a series of information sheets have been prepared and distributed.

Information sheets that inform Certified Tree Markers and Managed Forest Tax Incentive Plan Approvers of the role of professional foresters have also been prepared and distributed. The information sheets invite these forest workers to join the OPFA if they plan to offer any services that are within the scope of practice of professional forestry. I have also prepared an annual letter for all Managed Forest Tax Incentive Plan Approvers and I speak to every new class of Certified Tree Marker candidates.

Information sheets have also been prepared for municipalities and conservation authorities. These information sheets inform the employer of the benefits of hiring a regulated professional. Some members have provided me with addresses of specific managers. Each of these managers have received an information sheet and an invitation to contact me if they have any questions. This initiative has already had some positive results with some employers hiring professional foresters for the first time.

Professional foresters and society

The legislation that establishes the OPFA and frames how we operate does not generally allow the Association to advocate for professional foresters. In this regard *The Professional Foresters Act, 2000* is similar to all the other regulatory laws in Ontario. All regulators in Ontario have a national or sometimes provincial advocacy body to promote the interests of various regulated professionals. Professional foresters have a national advocacy organization, the Canadian Institute of Forestry. For those of you that want to speak out I ask that you engage the Canadian Institute of Forestry.

The OPFA does speak out when the issue is in the public's interest and when information mischaracterizes our profession. In 2017 I spoke to the Canadian Press to inform their reporters that professional foresters are regulated in Ontario and explain what this means. I have also written to TV Ontario to inform them of the role of professional foresters. They did improve their coverage of forestry and foresters in programs later in the year.

Simply reacting to misinformation does not have much of an impact and can result in leaving a negative impression with those we challenge. We also need to be constructive

and positive. To do so the OPFA has been active via Facebook and Twitter informing viewers of the role of professional foresters in Ontario and the jobs available for young people. These posts have been gaining more viewers every year.

Members of the OPFA have also participated in a video on forestry in eastern Ontario that was commissioned by the Eastern Ontario Model Forest. The video is titled: Trees, Youth, Our Future Celebrating Stewardship of Ontario's Natural Heritage. This video, aimed at high school students, will be released in 2018. I encourage you to have a showing of this video in your community in 2018. We have also had a member participate in a TVOntario children's show: "When I grow up!" This show is aimed at getting children 6-11 years of age excited in a career in Science, Technology, Engineering, and Math (STEM). I will let you know when the episode plays.

Registration:

Every year the OPFA files an annual report with the Office of the Fairness Commissioner (OFC), a requirement of the Fair Access to Regulated Professions and Compulsory Trades Act. In 2017 the OFC also conducted their three-year Assessment of OPFA Registration Practices. The OFC assesses registration practices to ensure transparency, objectivity, impartiality and fairness for anyone applying to practise his or her profession in Ontario. A draft report of this assessment has been received by the OPFA.

The Bridge Training Program for Foresters (BTPF), funded in part by the province, and initiated to provide comprehensive training for all 35 competencies required for professional forestry in Canada was completed in 2017. Training modules are offered by the Canadian Institute of Forestry and Lakehead University. Members signed up to the training modules immediately. In 2017 34 students took 93 modules of instruction. An evaluation of the training modules via a survey of candidates was contracted to the Canadian Forestry Accreditation Board (CFAB) in 2017. This survey found that the candidates perceived the information to be of good quality and easy to access and understand. The survey found the one area that needs improvement is the quality of the videos.

The revised Certification Standards for the Profession of Foresters in Canada was approved by OPFA's Council in 2017. The new Certification Standards recognizes that professional forestry is getting more specialized. The new Certification Standards recognize five different specialties: Forest Management, Natural Resources and Ecosystem Management, Urban Forestry, Forest Operations and Ecological Restoration and Management. The task in 2018 is to develop a plan to implement these new standards with other Canadian regulators of professional foresters, the Canadian Forestry Accreditation Board and educational institutions.

Conclusion

The OPFA continues to grow in number of members and the public in Ontario is more aware of the importance of professional foresters. To continue this progress the OPFA needs the help from all its members. Please help mentor a new member, show the public in your community what a professional forester does and keep abreast with understanding your professional responsibilities.

COMMITTEE REPORT

Finance

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

The committee held three meetings by conference call in 2017. The members of the committee in 2017 included: Bob Boyce R.P.F., Brad Ekstrom R.P.F. (new member), Bohdan Kowalyk R.P.F., David G. Milton R.P.F. (Ret.), Judy Sewell R.P.F. (retired from committee), Peter Street R.P.F., Paul Wallis (new member), David Winston R.P.F. (Ret.)

The committee recommended to Council that an appropriate recognition be made of Bob Burgar R.P.F. (Ret.) for his continuous service as Chair of the committee for the past 17 years.

Reflecting on the Terms of Reference of the committee as provided by the Governance Committee, the committee accepted the adjustments to the role of the (now called) Finance Committee and concurred with the composition of the committee as seven, to include at least one Member of Council and at least one Public Member.

The principal topic of discussion over the three meetings, and correspondence in between, related to the request from Council for a review and recommendation on the financial reserve policy of the OPFA. The committee observed that, notwithstanding history and past practice, the issue narrows itself logically to a) reserving funds to meet all obligations of a dissolution of the OPFA; b) reserving "contingency" funds for an extraordinary event or project overrun; and c) reserving funds for legal costs should the OPFA find itself in court in a case under *The Professional Act, 2000*. The committee recommended to Council that a "realistic reserve" be computed from those tenets listed and that these include one only legal issue event.

Among other agenda items in 2017, the committee reviewed the draft 2018 budget, polled the membership to invite new members to the committee, and improved the format of the monthly statements of account.

The committee was advised late in 2017 that long time OPFA auditor Ed Girardi would be retiring from practice in 2018 ... that the 2017 OPFA audit would be his last. Like Bob Burgar, R.P.F. (Ret.), the committee extends its thanks to Ed Girardi for many years of patient and thorough service to the Association.

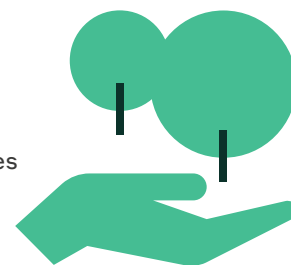


COMMITTEE REPORT

Registration

Malcolm Cockwell, R.P.F., Chair
Sarah Sullivan, R.P.F., Vice-Chair

The Registration Committee enjoyed a productive year. It met eight times in 2017: January 27, February 10, April 06, May 15, June 08, August 10, October 12, November 09, and December 08. The meeting on May 15 was an in-person meeting held in conjunction with the OPFA Annual Conference in Guelph.



The primary function of the Registration Committee is to uphold the professional standards of the OPFA, while ensuring qualified applicants move swiftly through the registration process. A table indicating changes in the membership population is provided; our comments here address the highlights.

Over the course of 2017, we accepted 35 Full Members and 2 Associate Members, resulting in 37 new Practising Members. However, an equal number of individuals either resigned, passed away, or had their membership cancelled, resulting in zero net change to the number of Practising Members of the OPFA, which was 568 at the end of 2017 as well as 2016.

During the year, we also accepted 50 Provisional Members and 61 Student Members. Provisional members are working towards attaining the requirements for either Full Membership or Associate Membership. It is worth noting that 22 Provisional Members and 12 Student Members moved into other membership categories. As a result of these changes, the number of Non-Practising Members increased to 361 from 333 at the end of 2017.

As members of the OPFA, we view these changes as a strong reminder of the importance of promoting forestry as an attractive career to youth and encouraging competent individuals to pursue various forms of membership with the OPFA. Within the Registration Committee, we are committed to holding ourselves accountable to the rate at which competent individuals move through the registration process.

The Registration Committee contributed to other registration related initiatives this year. The Re-Admission Process was reviewed and has been approved by Council. Strategies to ensure that qualified candidates pursue Associate Membership rather than Full Membership were identified. Additionally, the Bridge Training for Professional Foresters program is now active as a pathway for Provisional Members and others to address gaps in professional competencies identified through the Credential Assessment Process (CAP).

Over the course of 2017, the following individuals contributed as members of the Registration Committee: Paul Poschmann, R.P.F. (Ret.) (Chair until November 2017), Malcolm Cockwell, R.P.F. (Chair since November 2017), Sarah Sullivan, R.P.F. (Vice-Chair), Mark Kuhlberg (Public Member of Council), Tom Ratz, R.P.F. (Elected Member of Council until November 2017), Denis Gagnon, R.P.F. (Elected Member of Council since November 2017), Jim McCready, R.P.F., Ulf Runesson, R.P.F., Jack Harrison, R.P.F. (until November 2017), Dean Assinewe, R.P.F., Andrée Morneault, R.P.F., and Frank Knaapen, R.P.F. (Ret.).

The work of the Registration Committee was also supported by OPFA staff, particularly Susan Jarvis, R.P.F., Priscilla Doyle, and Fred Pinto, R.P.F. The Registration Committee would like to express its gratitude to Susan Jarvis, Paul Poschmann, Jack Harrison and Tom Ratz, who have contributed meaningfully to the functions of the Committee over the years.

MEMBERSHIP STATISTICS

CATEGORY	2017	2016	2015	2014	2013	2012
			<i>(year-end)</i>			
Full	522	520	505	506	535	552
Associate	46	48	52	53	53	54
Subtotal: Practising	568	568	557	559	588	606
Inactive	54	47	52	54	63	64
Life	77	77	79	82	87	86
Provisional	116	91	89	61	32	21
Student	90	93	76	56	24	18
Honourary	6	6	6	6	6	5
Non-Resident	18	19	19	20	24	25
Subtotal: Non-Practising	361	333	321	279	236	219
Total	929	901	878	838	824	825



WORKING GROUP REPORT

Awards & Recognition

Sarah J. Bros, R.P.F., Chair



Each year the OPFA Awards & Recognition working group initiates a “Call for Nominations” to its membership to recognize exemplary member colleagues and friends of the Association. At the 2017 Annual Conference evening banquet in Guelph, the OPFA Awards and Recognition working group presented awards and recognitions, in the presence of OPFA members, friends, and guests, to acknowledge 7 exceptional members and others who have had an impact on the practice of professional forestry. President Greg Pawson, R.P.F., was on hand to assist with the presentations and to congratulate the recipients.

Some award recipients were unable to attend the banquet, so under our updated policy, another opportunity to make the award presentation was agreed upon. Nevertheless, all recipients were announced at the Annual Conference.

AWARDS PRESENTED

1. HONOURED PROFESSIONAL

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

Mike Willick, R.P.F.

Mike is well known throughout Ontario from his many years spent working for the Ontario government developing policy and programs, negotiations and stakeholder relations as well as forest operations. Mike is probably best known for his role in the establishment of the Forests Division within the Ministry of Natural Resources (MNR) as Assistant Deputy Minister (ADM). Mike thrived on the challenges of balancing the Division's responsibilities to advocate for the forest industry while being part of the MNR, the primary regulator of that sector. During his time as ADM, Mike represented the government during the softwood lumber negotiations with the United States, was a champion for moving Ontario's forest products sector towards 3rd party certification, and spear-heading the implementation of the Ontario Forest Accord.



Currently, Mike contracts his services specializing in, for example, tenure reform, forest industry development, policy analysis and impacts, and advice to the forestry, mining, indigenous communities, and municipalities.

2. FERNOW AWARD

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

Jesse Henrich, R.P.F.



Jesse is a familiar face in Grey-Bruce County as the owner of Lands and Forests Consulting (L&FC). A graduate of Lakehead University's forestry program in 2006 in addition to an undergraduate degree in Environmental and Resource Studies from Trent University, Jesse began his career with Lands and Forests Consulting. He now coordinates their tree marking division on both private and corporate woodlots, county forests and conservation authority properties. Jesse is also responsible for private woodlot management, tree marking prescriptions and assessments. As a Planting Development Agent for Forests Ontario 50 million tree program, Jesse supervises tree planting and spray crews. He is a Managed Forest Plan Approver, writing personalized forest management plans for private landowners participating in the Managed Forest Tax Incentive Program (MFTIP). Additionally, Jesse takes part in prescribed burns on behalf of L&FC across southern Ontario as an SP-100 trained wildland fire fighter.

3. JOHN H. SELLERS AWARD

FOR THE PROMOTION AND AWARENESS OF PROFESSIONAL FORESTRY — The recipient will be a member of the Association and, through activities carried out in a particular year or over several years, will have made substantial and/or continuing contribution to the promotion and awareness of professional forestry in Ontario. The Award is named for one of our past Members who led OPFA into the modern electronic age as Chair of the Website Committee and our webmaster among many other accomplishments.

Lacey Rose, R.P.F.

Lacey is a graduate of the forestry program at the University of New Brunswick in 2006. Lacey began her career in Folyet with Domtar, then moved to Pembroke as a forestry intern with the Ministry of Natural Resources. Lacey worked for a summer in Algonquin Park with Ontario Parks before becoming the planning forester for the Bancroft-Minden Forest. After the forest management plan (FMP) was completed Lacey accepted a job with the County of Renfrew as their County Forester then did a brief stint with the Algonquin Forest Authority before landing back at the County of Renfrew. Lacey has served as Chair of the Algonquin section of the Canadian Institute of Forestry (CIF) 2013-2016, was a member of the OPFA's Career Awareness Committee where she developed and manages the OPFA Facebook page, she is an advisor to the Shaw Woods Outdoor Education Center, and developed the Renfrew County outreach program, with industry and interested stakeholders, that includes Ottawa Valley Wood which is an online wood directory for the public. Lacey is also co-founder of Women in Wood, a forum (Facebook, Twitter, Linked In) for women at all levels and professions working in the forest industry.



4. THE HERRIDGE AWARD

INTENDED TO RECOGNIZE THOSE IN "MID" CAREER — Named for a past Member who led both in and out of Government and is best remembered for his breadth of accomplishments and persistence within forestry. This Award is to recognize one or more significant accomplishment in any aspect of Professional Forestry in mid-career.

Gord Cumming, R.P.F.



Gord is best known to his colleagues as the Chief Forester for the Algonquin Forest Authority (AFA). Gord is a graduate of the forestry program at Lakehead University, 1986 and began his career as a Harvesting Supervisor and then Assistant Planning and Control Superintendent with Great Lakes Forest Products (Resolute) in Thunder Bay. He also worked briefly for the Ministry of Northern Development and Mines (MNDM) as a mine claims Inspector before joining Domtar in Chapleau as their planning forester. He left Domtar and worked for Tembec for a short time as their private and public lands forester, then worked with Nipissing Forest Resource Management Inc. and Vermillion Forest Management Inc. before joining the Algonquin Forest Authority. Gord can be described as the "face" of the AFA often seen manning the AFA booth at many conferences (OPFA, Forest Ontario, Sawtek) or at speaking engagements, Forestry in the Classroom, Envirothon, and volunteering at Logger's Day in Algonquin Park. Gord was the recipient of the Ontario Forest Industry's Forest Sector Champion Award in 2017.

5. THE ZAVITZ AWARD

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

John Enright, R.P.F.



John graduated from Lakehead University in 1980 with a degree in forestry. John began his career in Kirkland Lake with the Ministry of Natural Resources doing timber cruising. In 1982 he transferred to Cornwall District MNR as a contract forester responsible for the silviculture program including the delivery of a 2 million tree plant on private land. John left the MNR in 1986 when he joined the Upper Thames River Conservation Authority in London. As the Conservation Authority's Forester, he was responsible for developing and implementing forestry programs, including tree planting, tending, pruning, thinning on private lands, Authority lands and public lands in the Upper Thames River area. John, in his role as the Authority's Forester, was responsible for implementing sound forest management practices that enhance the natural restoration of the Upper Thames River watershed, for promoting forest conservation through activities, demonstrations, workshops, presentations, and publications. John represents the Authority as their expert in forestry practices through liaison with landowners, community groups, stakeholders, and other agencies.

6. THE JORGENSEN-MORSINK AWARD

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

Lloyd Burridge, R.P.F. (Ret.)

Lloyd is a graduate of the Faculty of Forestry, University of Toronto in 1966. He was the Canadian Institute of Forestry (CIF) Gold medal winner and a recipient of the Commonwealth Forestry Bureau prize as well. Early in his career, Lloyd served as a regional forester in Uganda. Lloyd spent much of his professional career working in the Parks departments of Hamilton and Windsor. In Windsor, Lloyd rose to the position of General Manager of Parks and Recreation before retiring. Over his career, Lloyd held senior positions in international parks management and forestry organizations and continues to be an active member. After retirement from the City of Windsor, Lloyd became a Zone 1 Director for the city in 2011. During his term there he served as Secretary and Vice-President.

7. THE BAYLY AWARD

TO RECOGNIZE CONTRIBUTIONS TO FORESTRY BY A NON-MEMBER OF THE OPFA — The award is named for G.H.U. “Terk” Bayly. Among other senior posts, Terk was Deputy Minister of the Department of Lands and Forests (1966-71), Secretary of Cabinet, and Chairman of the Ontario Heritage Foundation, the Niagara Escarpment Commission, and the Blue Mountain Watershed Trust. Although a forestry graduate and a significant influence in our field, Terk was not an OPFA Member. This Award recognizes contributions to the profession and practice of Forestry by someone who is not a Member.

Jessica Kaknevicus



Jessica graduated in 2008 from the University of Toronto with a Masters in Forest Conservation, after which she did a brief stint as a Forest Stewardship Certification (FSC) auditor before joining Forest Ontario. Jessica has held the position of Program Development Manager, and more recently, as Director of Forest Education and Awareness. As the Director, Jessica was responsible for many of the programs such as Envirothon, Forestry in the Classroom, Toronto Dominion Tree Bee, Focus on Forests, and It Takes A Forest initiative to name a few. Her other duties included the Forest History Society of Ontario, National Forest Week working group, Carolinian Canada Coalition board member, and Biodiversity Education and Awareness Network Committee. Jessica is also the co-founder of Women in Wood, a forum (Facebook, Twitter, and Linked In) for women working in the forest industry at various levels and positions.





CERTIFICATES OF APPRECIATION

Awards are not the only way the Association recognizes its members. The most important part of any organization is its volunteer base. Each year at the banquet the Association recognizes its member volunteers that have contributed to the OPFA as committee members, councillors, or members of Council. Without their contributions of time, expertise, commitment, and passion the Association would not function.

Certificates of Appreciation are given to volunteer members who have stepped down from a committee or Council and/or completed their term on the respective committee or Council.

PRESENTED CERTIFICATES OF APPRECIATION



The 2016 Annual
Conference Organizing
Committee members



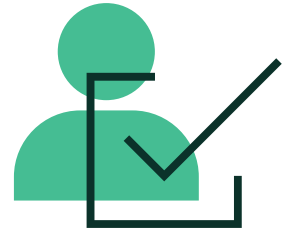
The 2017 Annual
Conference Organizing
Committee members



Standing committee
members, Councillors,
or other members
of Council

RECOGNITION OF LONGEVITY

Another area of recognition is **longevity**: recognizing loyalty to the Association of those who have maintained their membership over many years. There are two occasions for recognition:



25 YEARS OF MEMBERSHIP

Starting in 2003, the Association began awarding Silver pins for 25 years of membership. This year we recognize members who joined the OPFA in late 1991 and early 1992 and have maintained their membership for 25 years. At the 2017 Annual General Meeting and Conference banquet the Association President presented the following 14 recipients with a 25-year pin:



Gail Ballak, R.P.F.
Don Bazeley, R.P.F.
Rob Bowen, R.P.F.
James Corcoran, R.P.F.
Shelagh Duckett, R.P.F.
John Enright, R.P.F.
Ralph Horn, R.P.F. (Ret.)
Caroline Mach, R.P.F.
Kevin Reese, R.P.F.
Peter Schleifenbalm, R.P.F.
Peggy Smith, R.P.F.
Jenny Tallman, R.P.F.
Betty Van Kerkhof, R.P.F.
Don Willis, R.P.F.

50 YEARS OF MEMBERSHIP

Beginning in 2008, the OPFA Council included recognition of R.P.F.'s who had been members of the Association for over half a century. Those members who had reached 50 years in the Association (as of 2016) were invited to attend the Conference and banquet (specifically the Awards ceremony), as guests of the OPFA. The purpose of the invitation is to allow the Association and its membership, in attendance, an opportunity to officially recognize the commitment and loyalty of these individuals to their profession and the Association.

At the 2017 Annual General Meeting and Conference and banquet, the following 3 members were presented their 50-year pin by the Association President:

James Atherton, R.P.F. (Ret.)
Robert Haig, R.P.F. (Ret.)
Robert Richmond, R.P.F. (Ret.)



The Awards and Recognition working group is comprised of 4 members from a variety of forestry disciplines, locations, and employers.

WORKING GROUP

HEARST

George Graham, R.P.F.

Chief Forester, Hearst Forest Management Company

BARRIE

Graeme Davis, R.P.F.

Forester, Simcoe County

PETERBOROUGH

Rob Spence, R.P.F.

Administrator, Managed Tax Incentive Program, Ministry of Natural Resources & Forestry

The working group works by consensus and meets once per year by phone to review nominations for the awards. The present working group members replaced the previous members in 2015. My thanks to the members for their commitment to this very difficult but rewarding task. We look forward to bestowing this year's awards on deserving members and improving the awards and recognition of our members and will be working towards that end in 2018.



WORKING GROUP REPORT

Editorial Board

Eric Thompson, R.P.F., Chair



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

THE EDITORIAL BOARD WORKING GROUP

OTTAWA

Tony Ritchie, R.P.F. (Ret.)

NORTH BAY

Fred Pinto, R.P.F.

Sarah Bros, R.P.F.

HEARST

Lauren Quist, R.P.F.

KENORA

Matt Wilkie, R.P.F.

CARLETON PLACE

Jim McCready, R.P.F.

OTTAWA

Mike Rosen, R.P.F.

BLIND RIVER

John Harvey, R.P.F.

ROSEMONT

Caroline Mach, R.P.F. (Editor)

KEMPTVILLE

Eric Thompson, R.P.F. (Chair)

Theme-based articles are provided to the Editor (Caroline Mach, R.P.F.), who edits and assembles the product into an electronic layout. The Editor then forwards the issue layout to the OPFA office. The OPFA office places *The Professional Forester* on the OPFA website and advises members by e-mail when the issue is available. The OPFA office produces a very limited number of paper copies of *The Professional Forester* for members who do not have access to email and for distribution to MPP's offices.

The Professional Forester publishes four issues per year. In 2017, the themes for those four issues were:

MARCH — The Connected Forest: How the Internet has Changed Information Flow

JUNE — The OPFA at 60: Foresters in Changing Climates (theme of OPFA AGM)

SEPTEMBER — The OPFA at 60: Forester in Changing Climates (OPFA AGM recap continued)

DECEMBER — Climate Change, Carbon Credits, Cap and Trade (OPFA AGM recap continued)

MOVING FORWARD

In 2018, the Editorial Board will now be led by Betty Vankerkhof, R.P.F.

Eric Thompson, R.P.F. will be stepping down as Chair. Eric is very thankful for the opportunity to serve on the Editorial Board for so long and would like to thank all those who worked with him for a job well done. It was inspirational.

It is certain that the Editorial Board will continue to encourage OPFA member input in the selection of future themes and the provision of articles.



Photo Credit: Marc Johnson

WORKING GROUP REPORT

Competency Support

Bob Elliot, R.P.F. (Ret.), Chair

In 2008, Council decided to form a Standing Committee to develop and maintain a competency support system for OPFA members. *The Professional Foresters Act, 2000* requires that we have a quality assurance program. Although the OPFA had implemented a system based on self-directed continuing education (CE) including the accumulation and tracking of CE hours, this does not meet all of the regulatory requirements under the Act. The intent is to combine the Quality Assurance and Continuing Education requirements.

WORKING GROUP MEMBERSHIP

Tim Payne, Associate
Ivan Listar, R.P.F.
Herb Bax, R.P.F.
Lauren Quist, R.P.F.

Tom Croswell, R.P.F.
Ben Kuttner, R.P.F. (Ret.)
Bob Elliott, R.P.F. (Ret.), Chair



Photo Credit: Marc Johnson

The original concept was based on a continuing education program - a member would be required to achieve 150 continuing education credits in a running three-year period. It was generally based on a simplified version of the Society of American Foresters program. It was a voluntary program, leading to a certificate, copied to the member's employer. With the proclamation of *The Professional Foresters Act* in 2000, the OPFA withdrew from the joint program and started its own. The Continuing Education Committee was replaced with the Competency Support Committee and the focus evolved into a mandatory reporting program.

The working group, as it is now called, reports to the OPFA Registrar. The Registrar attends the meetings to provide information, advice and guidance relative to the working group's mandate and activities.

THE TASK

To develop and recommend a member friendly competency maintenance program and working tool for all practicing members of the OPFA in support of Council's Quality Assurance and Continuing Education authority to:

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

KEY WORKING PRINCIPLES

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

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



2017 ACCOMPLISHMENTS

The Competency Maintenance system is in a mature state. The working group's work focused on the continuing development of a narrated Power Point peer review training presentation designed to assist members with the voluntary peer review process. The process resulted in draft slides and a narrated script. The program has been reviewed by the working group and some OPFA members. A number of technical issues remain to be resolved before it is finished. The completed training package will be available on the OPFA website.

As always, the working group encourages OPFA members to make sure that your annual records regarding a completed Personal Practice Focus, Learning Plan and Continuing Education Hours are up-to-date.



WORKING GROUP REPORT

Crown Land Forestry

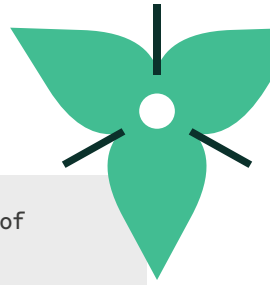
Robert Partridge, R.P.F., Chair

The Crown Land Forestry working group met 3 times in 2017 reviewing and addressing a variety of issues of interest to the OPFA that arose in the management of the Crown forests of Ontario.

2017 MEMBERSHIP

Craig Howard, R.P.F. (Vice-Chair)
George Graham, R.P.F.
Susan Jarvis, R.P.F., Registrar
(Ex-Officio until September 2017)
Tom Ratz, R.P.F.

Sarah Bros, R.P.F.
Robert Partridge, R.P.F., Chair
Peter Nitschke, R.P.F.
Fred Pinto, R.P.F., Executive Director
(Ex-Officio)



MANDATE

- Monitor the Crown land forestry regulatory system and its impact on the practice of forestry in the province,
- Review Crown land forestry issues that are referred to the working group or approved by Council,
- Define issues and make recommendations to Council as required,
- Maintain a general focus on practice standards rather than technical standards,
- Review each practice bulletin that relates to Crown land forestry at least every 5 years to ensure they reflect the current crown land forestry issues. Develop new practice bulletins as required,
- Act as a focus group for discussions with allied or other organizations as requested,
- Maintain, for review and approval of Council, a list of issues being addressed. The Chair will make progress reports on these at Council meetings.

Meetings are held by teleconference and scheduled when as many members can attend as possible. In 2017 the working group continues to be proactive, as best it can.

1. Issues Concerning Practice on Crown Land

- HERBICIDE APPLICATION – concerns about this practice being prohibited by the Ontario government. After discussion it was determined that this is outside the scope of *The Professional Foresters Act, 2000*.
- FOREST MANAGEMENT AND *THE ENDANGERED SPECIES ACT* (ESA) – also concerns about the negative impact on the practice of forestry on Crown Land. After clarification, it was determined that this is outside the scope of *The Professional Foresters Act, 2000*.

2. Other Future Items of Interest

- In the interest of continuing to serve OPFA members, the topic of silviculture prescriptions. Scoping to understand professional guidance documents for prescriptions and standards.

WORKING GROUP REPORT

Urban Forestry

Michael Rosen, R.P.F., Chair

2017 MEMBERSHIP

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

Jim McCready, R.P.F.
John McNeil, R.P.F.
Amory Ngan, R.P.F.

Astrid Nielsen, R.P.F.
Mike Rosen, R.P.F.
Carol Walker, R.P.F.

Four meetings were held as conference calls during the year – January, March, November and December. Fred Pinto, R.P.F., OPFA Executive Director participated in one of the calls.

The Terms-Of-Reference of the Working Group were finalized in 2017 with much discussion on the benefits of incorporating a member of the public (non-OPFA member). The benefit of this was felt to be transparency, reflecting the complexity of issues and challenges within the urban context as well as the perspectives of diverse non-RPF practitioners. This idea was rejected as non-member participation in Working Groups is at present not being endorsed by Council.

The idea of Practice Bulletins for urban forestry was also discussed but inevitably not pursued by the Working Group – the reason being that they would be too difficult to update with members being guided by their Code of Ethics and competencies.

There appears to be renewed interest both by the provincial government and in society in general in the links between trees and health which may be helpful in conveying the “urban forest message”.

Another area of interest for the Working Group was the proposed right to practice legislation to regulate landscape architects in the province under the Ontario Association of Landscape Architects. Landscape architects and urban foresters often work closely in municipalities. Each have their skills with overlap in some competencies. Although the Working Group was not formally involved in the review, it did provide comments to the Executive Director in its draft form. The Ontario Government provided alternatives to the right to practice legislation in December to the Ontario Association of Landscape Architects.

The Urban Forestry Working Group developed professional forester competencies for urban forestry in 2013. The need to develop competencies for emerging specialties in professional forestry including urban forestry was supported by the OPFA. In April 2016, the Urban Forestry Working Group responded as a group to a national, electronic survey regarding required competencies for foresters. A further consultation regarding competency revisions took place last summer with Mike Rosen, R.P.F. and Andy Kenney, R.P.F. responding - it was important for Ontario to provide significant input as it plays a leadership role in the country in urban forestry. Revised Certification Standards were drafted by the national Competency Review Working Group which included recognition of five general areas of forestry practice, including urban forestry. The urban forestry area of practice required three specialized competencies: Values and Interest, Planning Principles and Demonstration of Planning for Urban Forest Environment. The revised Certification Standards for the Profession of Forestry in Canada have been accepted by OPFA's Council. These standards have also been supported by other regulators of foresters in Canada and will become the standards that will be used to accredit forestry educational institutions in the future.

The Working Group nominated and saw the awarding of Lloyd Burridge, R.P.F. (Ret.), for the Jorgensen-Morsink Award for significant accomplishments in urban forestry. Lloyd is an urban forestry pioneer having studied under Erik Jorgensen and worked with Bill Morsink. He was the City of Windsor's first urban forester.

The Professional Foresters Act, 2000 is unique in Canada. It is the only regulatory law for foresters in Canada that explicitly includes urban forestry. However, the Working Group remains concerned that urban forestry has not been better ensconced into “mainstream forestry” within professional foresters in Ontario even with the explosive growth in interest (and employment) as of late. An information sheet that describes the value of professional foresters working in the urban environment has been written and distributed to municipalities to contacts provided by OPFA members. This activity has already shown some benefit with some municipalities hiring urban foresters for the first time.



Canadian Forestry Accreditation Board

F. Johnson, R.P.F.



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



The Board was established in 1989 and has been conducting site visitations since 1990. Assessment of academic programs is undertaken in accordance with comprehensive competency-based and knowledge-based academic standards and includes, also, consideration of facilities and services offered; faculty experience, qualifications and tenure; and the ability of the program to instil professional qualifications and qualities in students. The regular accreditation cycle for a program is six years, although circumstances may dictate a shorter period for a given program or an interim review to confirm that a program continues to meet accreditation requirements. At present, twelve forestry programs (ten baccalaureates and two Master's) in Canada enjoy accredited status. The Board does not accredit faculties or institutions, nor does it review programs outside Canada.

The Board met three times during the report year – teleconferences on April 11th and June 30th and a face-to-face session in Ottawa on September 20th. At the teleconference meetings, the Board reviewed sets of instruction and assessment modules developed by the Faculty of Natural Resources Management, Lakehead University, under the Bridge Training Program for Foresters (BTP) of the Ontario Professional Foresters Association (OPFA) and determined that the submitted materials adequately covered the Demonstrable Competency requirements of the associated Certification Standard of the Canadian Federation of Professional Foresters Associations (CFPFA). These instruction modules and those developed by a University of Toronto/Canadian Institute of Forestry consortium are being used in the CFPFA's Credential Assessment Process (CAP), a program of assessment for candidates who do not have a CFAB-accredited program degree and who must make up academic shortfalls identified by the CAP assessors. All CFPFA member agencies accept successful completion of modules as meeting related professional certification requirements.

The Board also oversaw the conduct of follow-up surveys for review of the efficacy of delivery and uptake of BTP module instruction through direct contact with those who have successfully completed courses. All CFAB obligations under the BTP agreements with the OPFA have been completed and all modules are available for use by candidates.

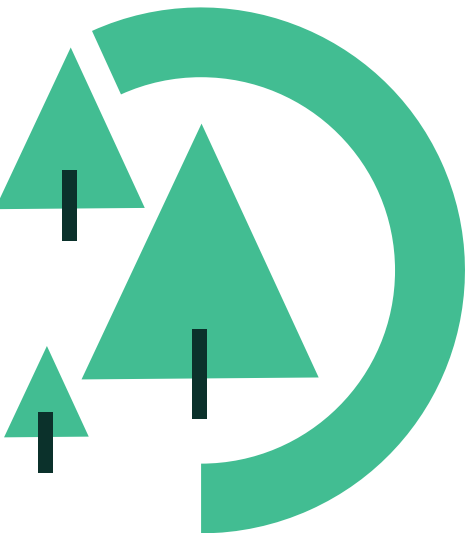
At the Ottawa meeting, the Board reviewed the reports of the two accreditation reviews conducted during the year. The Forestry Program of the Faculty of Forestry and Environmental Management, University of New Brunswick was accredited for a six-year period, the maximum allowed by the CFAB Policy Statement. Accreditations were also granted for a six-year period to the Forestry and Forest Business Management Programs at the University of Alberta. Each of the three accreditations begins with the 2017/2018 academic year and continues to June 30, 2023.

In 2018 the CFAB will conduct two site visits, one to the University of British Columbia (two undergraduate programs) in March and another to Lakehead University (one program) in April. A review of the Master of Sustainable Forest Management program at the Faculty of Forestry, University of British Columbia, initially scheduled for 2018, has been deferred to 2019. An extension of the current accreditation of the program to June 30, 2019 has been granted.

The joint Association of University Forestry Schools of Canada (AUFSC)/CFPFA review and revision of the CFPFA's Certification Standards was completed and the Competency Review Working Group (CRWG) presented its final product to the CFPFA regulatory member councils for consideration and approval. All councils have given formal approval to the new standards which will be implemented for certification purposes during 2018.

Completion of the 2 ½-year CRWG undertaking signalled the beginning, in September, of work by the Accreditation Standards Working Group (ASWG) comprised of three members from each of the CFAB, the CFPFA and AUFSC, plus the Executive Director, CFAB. Ontario's representatives are Faye Johnson and Susan Jarvis. The task of the ASWG is to develop new academic standards for use by the CFAB in the review of AUFSC forestry programs. As in the past, the standards will be designed to ensure the credentials of graduates of accredited programs satisfy the academic requirements for certification. Approval of the new standards will be in time for implementation by the CFAB in 2019. Next steps for the working group will include adjustment to elements of the CFAB Questionnaire and the CFAB Policy Statement to ensure consistency with the changes made to the Accreditation Standards.

There were three changes in Board membership over the past year. Randy Trerise, R.P.F. (Alt), Association of British Columbia Forest Professionals (ABCFFP) stepped down. The association has named Casey Macaulay, R.P.F. as its new alternate member to the Board. As well, Jean-Louis Brown, ing.f. (Alt) Ordre des ingénieurs forestiers du Québec stepped down and was replaced by Pierre Breton, ing.f. Ian Millar, R.P.F. Registered Professional Foresters Association of Nova Scotia stepped down and was replaced by Robert Young, R.P.F. who held the position of alternate. He was subsequently replaced by Kevin Keys, R.P.F. The Chair of the Board is Peter Marshall, R.P.F., the long-standing appointee of the ABCFFP.



BOARD MEMBERS AND ALTERNATES

END OF 2017

ASSOCIATION OF BRITISH COLUMBIA FOREST PROFESSIONALS

Peter Marshall, R.P.F., Chair

Casey Macaulay, R.P.F. (Alt.)

COLLEGE OF ALBERTA PROFESSIONAL FORESTERS

Dave Blackmore, R.P.F.

Charles Backman, R.P.F. (Alt.)

ASSOCIATION OF SASKATCHEWAN FORESTRY PROFESSIONALS

John Daisley, R.P.F.

Peggy McDougall, R.P.F. (Alt.)

ONTARIO PROFESSIONAL FORESTERS ASSOCIATION

Faye Johnson, R.P.F.

David Winston, R.P.F. (Ret.) (Alt.)

ORDRE DES INGÉNIEURS FORESTIERS DU QUÉBEC

Germain Paré, ING.F.

Pierre Breton, ING.F. (Alt.)

ASSOCIATION OF REGISTERED PROFESSIONAL FORESTERS OF NEW BRUNSWICK

Roger Roy, F.A.

Rod O'Connell, R.P.F. (Alt.)

REGISTERED PROFESSIONAL FORESTERS ASSOCIATION OF NOVA SCOTIA

Robert Young, R.P.F.

Kevin Keys, R.P.F. (Alt.)

ASSOCIATION OF REGISTERED PROFESSIONAL FORESTERS OF NEWFOUNDLAND LABRADOR

Jason Pond, R.P.F.

Glen Knee, R.P.F. (Alt.)

CANADIAN INSTITUTE OF FORESTRY

Bruce Dancik, R.P.F. (No Alternate)



Photo Credit: Marc Johnson

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

As a member, the Board remained fully active in the meetings and activities of the CFPFA and its subcommittee, the Credential Assessment Authority (CAA). The CAA oversees the implementation of the national Credential Assessment Process (CAP) created to assess the academic and experiential credentials of applicants for certification who have not graduated from an accredited program. The CFAB continues to be involved in collaborative undertakings with the Association of University Forestry Schools of Canada (AUFSC) in the Competency Review and Accreditation Standards Working Groups.

The Board is also an active member of the Association of Accrediting Agencies of Canada (AAAC). The AAAC which has a membership of about 30 professional disciplines, considers items of mutual accreditation interest and shares accreditation experience amongst its thirty-six-member agencies.

STATUS OF CFAB PROGRAM ACCREDITATIONS AT CANADIAN SCHOOLS OF FORESTRY – DECEMBER 2017

SEPTEMBER 2012

University of British Columbia, Faculty of Forestry

Forestry Program, Forest Resources Management and Forest Operations majors

Accredited for six years to June 30, 2018

Lakehead University, Faculty of Natural Resources Management

Honours Forestry Program (H.B.Sc.F.)

Accredited for six years to June 30, 2018

SEPTEMBER 2013

University of British Columbia, Faculty of Forestry

Master of Sustainable Forest Management Program

Accreditation extended one year to June 30, 2019

SEPTEMBER 2014

University of Toronto, Faculty of Forestry

Master of Forest Conservation Program

Accredited for six years to December 31, 2019

SEPTEMBER 2015

Laval University, Faculty of Forestry

Geography and Geomatics, Forest Management and Environment and

Forest Operations Programs

Accredited for six years to June 30, 2021

University of Northern British Columbia, College of Science and Management

Ecosystem Science and Management Program, Forest Ecology and Management major

Accredited for six years to June 30, 2021

SEPTEMBER 2016

Université de Moncton, École de foresterie

Programme en Aménagement des forêts

Accredited for six years to June 30, 2022

SEPTEMBER 2017

University of New Brunswick, Faculty of Forestry and Environmental Management

Forestry Program

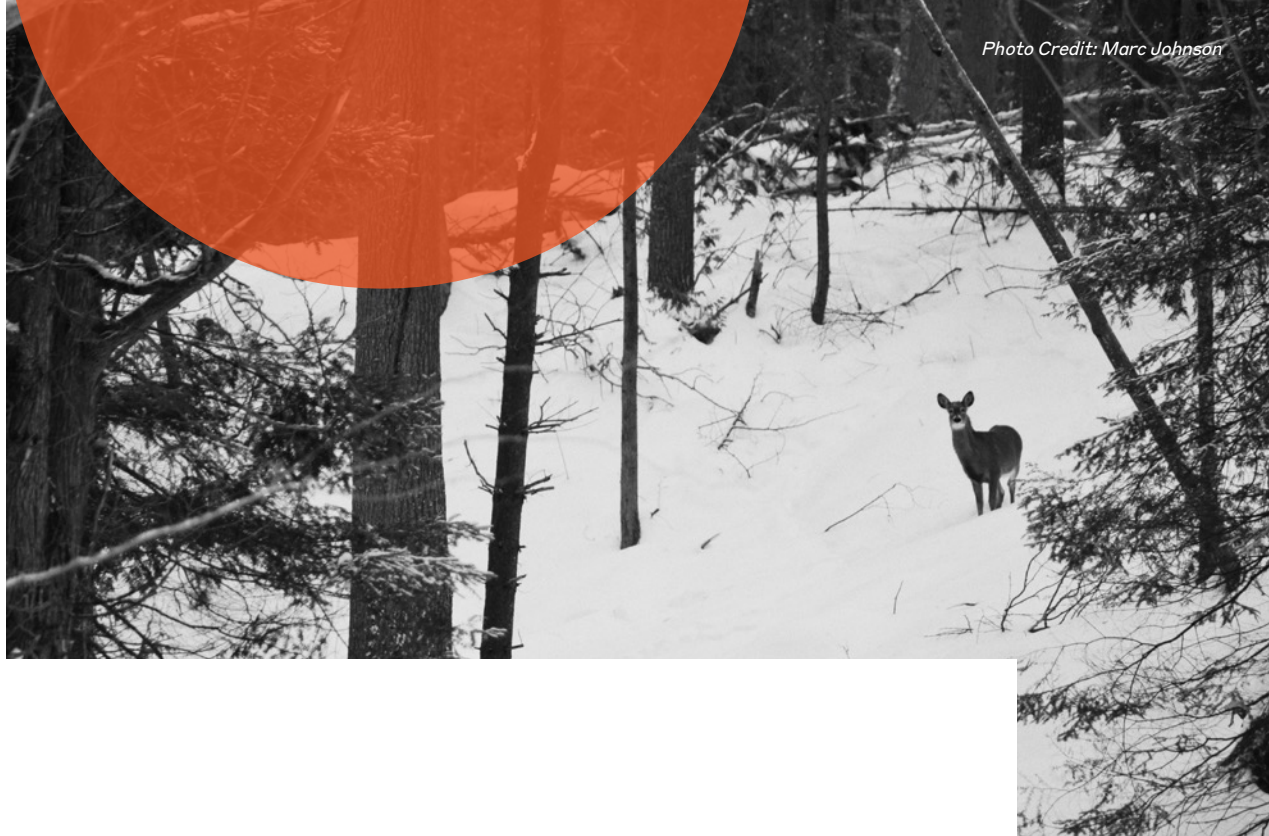
Accredited for six years to June 30, 2023

University of Alberta, Faculty of Agricultural

Life and Environmental Sciences, Alberta School of Forest Science and Management,

Forestry and Forest Business Management Programs

Accredited for six years to June 30, 2023



Annual General Meeting Minutes

WEDNESDAY, MAY 17, 2017

Delta Hotel & Conference Centre, Guelph, Ontario

(minutes are draft until approved at the 2018 AGM)

1. Call to Order

President Greg Pawson, R.P.F., called the meeting to order at 3:30 p.m. noting that this was the 2017 Annual General Meeting of the Ontario Professional Foresters Association.

2. Notices, Members and Proxies

The President called upon Registrar, Susan Jarvis, R.P.F., who noted that the Notice of the Meeting was distributed electronically, or by mail, 30 days in advance of the meeting, and was published in the March issue of *The Professional Forester* newsletter.

There are 73 members eligible to vote in attendance. Seven (7) proxies were received prior to the meeting. Six (6) proxies appointed the President and one (1) proxy appointed Laird Van Damme, R.P.F., both of who were in attendance.

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

3. President's Remarks

The President introduced Vice President, Peter Street R.P.F. and the Southwest Council Representative, Tim Payne, Associate who were available to collect any late resolutions. There were no new resolutions.

The President welcomed members, and noted that guests were welcome, however only Full, Associate, Non-Resident, Inactive and Life members are entitled to vote by a show of hands during the meeting.

The President noted that as is required in the OPFA By-laws, the Annual Report for the 2016 fiscal year, with all reports and the audited financial statements, were posted on the OPFA website and notice of such was sent to all members in April. He also noted that printed copies of the Annual Report were available on the tables and that an electronic copy would be sent to any member upon request or downloaded from the OPFA website. The President noted that in order to terminate the meeting by 5:30 p.m. to ensure adequate time for preparation for the banquet and to provide adequate time for questions or comments, a blanket motion to accept all reports will be requested, however, if any Member had a reason they wished to explain, individual reports could be separated out for an individual vote.

4. In Memoriam

The President noted that seven (7) members had passed away since the 2016 Annual General Meeting or whose death we have learned about since then. He asked all to stand for a moment of silence to remember them.

William Bartlett
J. Edmund Bothwell
George Breckenridge
R. John Hall

John Long
Cameron Parks
Lawrence Scales

5. Recognition of New Members

The President asked any new members in attendance, who had joined the OPFA since the last Annual General Meeting in May 2016, or any newly registered practicing members, to stand and introduce themselves. Seven (7) new members or newly registered members present stood and introduced themselves. These new members were welcomed by a round of applause. The President welcomed the new members and asked that they take their professional status seriously, and to remember that their primary responsibility is to protect the public interest, and to find ways to contribute to the advancement of the profession.

6. Approval of Minutes of 2016 Annual Meeting

pages 26-31

The President noted that the minutes were posted in draft form on the website and are in the 2016 Annual Report. The President asked for a motion to approve the minutes as presented.

Motion: It was moved by Paul Poschmann, R.P.F., and seconded by Rob Galloway, R.P.F. (Ret.), that the minutes of the 2016 Annual General Meeting be accepted as presented.

Carried.

7. Resolution Updates

pages 26-29

The President noted that no resolutions were submitted last year.

8. Annual Reports

pages 7 - 25

The President stated that he would go through the reports that are contained in the OPFA 2016 Annual Report and asked for a blanket motion to accept all reports, rather than deal with them individually, however, if any Member had a reason that they wished to explain, any report(s) could be separated out for a separate vote. There were no requests for any report to be considered separately. The President asked if there were any questions on the report. There were none.

Motion: It was moved by Laird Van Damme, R.P.F. and seconded by Richard Macnaughton, R.P.F.(Ret.) that the following reports be received as presented in the Annual Report:

President's Message	page 7
Executive Director's Report	pages 8-9
Registrar's Report	pages 10-11
Finance and Audit Committee Report	page 18
Governance Committee Report	page 12
Registration Committee Report	page 13
Awards & Recognition Committee Report	pages 14-16
Editorial Board Report	page 17
Website Committee Report	page 18
Competency Support Committee Report	pages 19
Private Land Forestry Committee Report	page 20
Crown Lands Forestry Committee Report	pages 21
Urban Forestry Committee Report	page 22
Canadian Forestry Accreditation Board (CFAB) Report	pages 23-25

Carried.

9. Auditor's Report & Financial Statements

pages 32-45

The President noted that the 2016 financial statements had been approved by Council and the Auditor's Report had been received. Both appear in the 2016 Annual Report. The President asked if there were any questions for Bob Burgar, R.P.F.(Ret.), Chair of the Finance and Audit Committee. There were none.

10. Council's Appointment of Association Auditor

The President reported that at its March 21, 2017 meeting, Council passed a motion to appoint Ed Girardi, C.A. as Auditor for the Association for the year ending November 30th, 2017. The President asked if there were any questions or comments. As there were no questions, the President stated that this concludes the reports in the 2016 Annual Report, except for the information on pages 46 through 58, which are the sponsors for the 2016 Annual Conference. The President asked for a round of applause to express appreciation for the sponsors of the 2017 Annual Conference. There was a round of applause.

11. Confirming and Approving the Acts and Procedures of Officers and Councillors

The President called for a motion to approve the acts and procedures of OPFA Officers and Councillors:

Motion: It was moved by Richard Macnaughton, R.P.F. (Ret.) and seconded by Martin Litchfield, R.P.F. (Ret.) 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. Confirmation of Proposed 2017 By-law Changes

The President noted that the proposed by-law changes were approved by Council in March 2017. A summary of the proposed by-law changes, and rationale for the changes, was distributed to members 30 days in advance of this meeting and were posted on the OPFA website. The proposed by-law changes are summarized as follows:

Article 1.1- To add and define the word "Benefit" as referenced in change to Articles 16.1 to 16.3.

Articles 6.1 and 6.2- To reflect that the election of a Councillor-at-Large be optional rather than mandatory.

Article 8.1- To clarify that Conflict of Interest applies to Council and Committee members.

Article 11.5-

- To recognize subsequently approved Certification Standards in addition to the existing 2008 Certification Standards.
- To clarify that experience must be mentored and gained after attaining a post-secondary degree or diploma.
- To delete phrase “experience acquired outside Ontario”

Article 11.6-

- To include the same experience wording change for “experience”.
- To reduce the number of required sponsorships for Associate members from four (4) to two (2), to be consistent with the sponsorship required for Full Members.

Article 16.1-16-3 - On advice from legal counsel, amendments and additions are included to be more reflective of the common law regarding conflict and bias.

Article 17.1- To delete the OPFA Complaint Form from the OPFA By-laws.

[3 other Articles]: editorial corrections.

The President asked if there were any questions or comments from the membership regarding these proposed by-law changes. There were none.

The President asked if any member requested a separate vote on any individual by-law article. No by-law changes were requested to be separately considered, however, one question was asked:

Regarding Article 6.1, will Council document the circumstance(s) under which a Councillor-at Large will, or will not, be appointed? The Executive Director explained that the Council position was created to allow a Councillor who moved out of his/her jurisdiction, to continue to serve on Council. This ensures that the investment made by the individual Councillor and by the OPFA to understand the business and workings of the association are used fully. The change in the by-law allows Council the option to appoint a Councillor-At-Large but that it is not mandatory that they do so.

The President called, by a show of hands, for a vote to confirm the By-law Changes reminding those present that only Full, Associate, Non-resident, Inactive and Life members may vote. There were 69 votes in favour, 0 votes against, and 0 abstentions in confirming the proposed 2017 by-law changes, effective May 18, 2017. The President declared that the proposed 2017 By-law changes are confirmed by the membership and are effective May 18, 2017.

13. Highlights of OPFA Business for 2016

The President called upon Executive Director, Fred Pinto, R.P.F., to provide a brief update on activities of the OPFA:

1. OPFA Strategic Plan 2016-2019-

The OPFA has developed a new Strategic Plan 2016-2019 which was approved by Council at its September 13, 2016 meeting. The approved strategic plan has been distributed to

Members via the OPFA newsletter *The Professional Forester* and has been posted on the OPFA website. Four strategic objectives have been developed for the association. These are:

- i. Meet the legislative requirement to govern the practice of forestry and regulate members to ensure that the public interest is served and protected.
- ii. Promote forestry's professional profile.
- iii. Align OPFA governance structures to support the OPFA Mission.
- iv. Provide guidance to individuals interested in becoming professional foresters.

2. Changes to Exclusions in *The Professional Foresters Act, 2000*

A task team of Council has been formed and is working to determine what can be done to help enforce *The Professional Foresters Act, 2000* more effectively and efficiently.

There are 3 major strategies that can be used;

- a. Regulatory changes will require evidence of harm to people. Members have been requested to provide this information if they have any. So far, no evidence has been supplied.
- b. Help create the political climate where the government of Ontario may want to change the regulations.
- c. Work with the government of the day to show how our members and revised regulations may be able to help the government achieve its political mandate.

3. Governance Review

In 2015, a task team of Council co-chaired by Councillors Dianne Miller (Public Member) and Richard Raper, R.P.F. (Elected Councillor), was formed to review various governance items. Each OPFA Committee began revisions to their Terms of Reference using a template.

A standing subcommittee of Council chaired by Councillor Dianne Miller, Public Member, was formed in 2016 and will help ensure best management practices are developed and used in the governance of the OPFA.

Council has approved a reorganization of committees into committees, task teams and working groups.

4. Continued Development of Bridge Training for Competencies

Most training modules are now available online. Standard 3, Forest Management will be available next week. The final modules for Standard 4, Economics and Administration will be available in June 2017.

The content, format and cost information of these training modules are available on the website from the two service providers. The OPFA does not set the fees for these training modules.

The organizations providing the training are the Canadian Institute of Forestry, and Lakehead University.

5. Implementation of Voluntary Peer Review

In 2015, Council approved implementation of a Peer Review on a voluntary basis as part of the Competency Support Program for practicing foresters.

Voluntary Peer Review was implemented in 2016. The Competency Support Committee has been working on information about Peer Reviews and required support and training for members. Training is expected to be available online in June 2017.

6. Control Cost, Diversify Revenue

Revenue has been generated through advertising on the OPFA website and in *The Professional Forester* newsletter. Sponsors and exhibitors for the annual conferences have been expanded to include more than forestry organizations.

The OPFA manages its activities within its existing revenue.

7. Explain Role of Professional Foresters in Ontario

The OPFA continues to use Twitter and Facebook to explain the role of its members. Currently, the OPFA has more followers on social media than it has members.

Written and oral presentations were made to government and media to inform them of the role of OPFA members and explain the role of professional forestry.

Several presentations were made to students in accredited forestry programs in 2016 and 2017. The increase in the number of Student members is very encouraging.

The number of Provisional members has increased significantly, however, mentors are needed. Provisional members can now self-identify their need for a mentor or professional forestry experience via the member's directory on the OPFA's website. OPFA members are encouraged to regularly check the website and to mentor a Provisional member or provide forestry experience in either a paid or volunteer capacity.

14. Resolutions

The President noted that in keeping with the *Professional Foresters Act, 2000*, OPFA resolutions only call upon Council to consider matters covered. Despite suggestions from legal counsel that resolutions are inappropriate, Council continues to prefer involving the membership whenever possible.

The membership was informed that written Resolutions would be accepted until Friday, May 12, 2017, for consideration at this Annual General Meeting. Two (2) Resolutions were received for presentation at this meeting. The President noted that one (1) late Resolution was received electronically. This late Resolution will not be presented or discussed in this Annual General meeting, however, Council will consider the Resolution at an upcoming Council meeting. Information and Council consideration of late Resolutions will be provided to the membership, when it is available.

It was noted, that the members who have put forward the two (2) Resolutions were not present at the meeting. The two (2) resolutions that will be presented and discussed are:

Resolution 2017-1: Moved by Jeff Muzzi, Associate Member and seconded by Frank Knaapen R.P.F.;

“Whereas the Ontario Professional Foresters Association benefits by having members communicate to the public at large, students and others, of the benefits of professional forestry;

And, whereas, preparing presentations, activities, demonstrations and other outreach activities require considerable time, research, communication and practice;

And, whereas such preparation requires that the member be fully informed of new science, forestry practice and other aspects of professional forestry;

Be it resolved that the hours expended by members on outreach activities, documented by the member, count toward continuing education credits.”

There was some discussion:

- The Registrar explained that the Practice Guidance: Competency Support explains that the requirements for continuing education includes hours spent on any new relevant learning. It is left to each Member to self-assess what is new learning for them.
- The Resolution, as it is presented, would include continuing education hours for new learning, as well as for any other time spent preparing for and delivering presentations that was not new learning by the member. As the Resolution Mover and Seconder were not present, the wording of the Resolution was not amended.

The President called for a vote. There were 0 votes in favour and a majority not in favour. The resolution was not carried.

Resolution 2017-2: Moved by Jeff Muzzi (Associate Member) and seconded by Steve D’eon R.P.F.;

“Whereas, during a period of time when the former Executive Director/Registrar was dealing with health issues and unable to discharge both responsibilities;

And, whereas Council at that time hired a Registrar who reported to Council to provide further relief to the Executive Director;

And, whereas having the Registrar report directly to the Council was put in place as a temporary measure;

And, whereas, a one-window approach to leadership benefits the Association by ensuring clarity and accountability;

And, whereas the Ontario Professional Foresters Association has hired an Executive Director;

Be it resolved that the Registrar report to the Executive Director.”

Extensive discussion followed:

- The positions for Executive Director and Registrar were, at one time, held by the same person. The positions will continue to be held by different people. The suggested change is for the Registrar to report to the Executive Director.
- The current model is that both the Registrar and the Executive Director are appointed by and report directly to Council.
- The President informed the Membership that they are already considering some restructuring of staff organization and roles.
- In many of the other 42 regulated professional organizations in Ontario, are all structured whereby the Executive Director is the only position that reports directly to Council. This allows the Executive Director to effectively oversee all aspects of the association including enforcement matters.
- The only legal requirement outlined in *The Professional Foresters Act, 2000* is that Council must appoint the Registrar.
- The change would not require a change in the OPFA By-laws as it would simply be an administrative restructuring.
- If the Membership votes against the Resolution, Council is still able carry out the change suggested in the resolution, if it so chooses.
- The President was unable to speculate as to what the other benefits might be. As the Mover and Seconder of the Resolution were not present, they were unable to explain their concern.
- Trust should be put in Council to do what is best for the Association, however, the Membership should be kept informed moving forward.

The President called for a vote. A decided majority were in favour, and five (5) were against, and seven (7) abstained. The Resolution was Carried.

15. Other Business

The President asked if there was any other business for discussion. There was none.

He then raised two matters before terminating the meeting:

2018 Annual Conference:

The President called upon Gord King, R.P.F., Chair of the 2018 Annual Conference in Timmins. Gord King explained that the Committee had already begun preparations for the 61st OPFA Annual Conference in May 2018. The theme for the conference is Forestry Profession in Ontario - What Does a Forester Do? Everyone is invited to attend.



2017 Annual Conference:

The President acknowledged the support of sponsors and exhibitors for this annual conference and noted the excellent organization and hard work of the following volunteers on the 2017 Conference Committee:

Terry Schwan, R.P.F., Co-chair	Don Willis, R.P.F.	Bill Gaines, Associate
Andy Gordon, R.P.F., Co-chair	Timea Filer	Albert Hovingh, R.P.F.
Nathan Munn, R.P.F.	Peter Williams, R.P.F.	Kerry McLaven
Ron Wu-Winter, R.P.F.	Fred Pinto, R.P.F.	Ken Van Every, R.P.F.
Caroline Mach, R.P.F.	Waseem Ashiq	Ron Reinholt, R.P.F.
Martin Litchfield, R.P.F., (Ret.)		

There was a round of applause.

16. Termination

The President declared that as there was no further business, the 2017 Annual General Meeting of the OPFA was hereby terminated.

FINANCIAL STATEMENTS

Ontario Professional Foresters Association

Audited Financial Statements

November 30, 2017

Ed Grandi
Chartered Accountant

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 5

Ontario Professional Foresters Association

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• Statement of Changes in Net Assets	4
• Statement of Cash Flows	5
• Notes to Audited Financial Statements	6 to 12

Ed Girardi
Chartered Accountant

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 6

ED GIRARDI PROFESSIONAL CORPORATION

(Authorized to practise public accounting by The Institute of Chartered Accountants of Ontario)

463 Alper Street
Richmond Hill, L4C 2Z5

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

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

Independent Auditor's Report

TO: The Members of the Ontario Professional Foresters Association

I have audited the accompanying financial statement of the Ontario Professional Foresters Association which comprise the balance sheet at November 30, 2017 and the statements of operations, changes in net assets, and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

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

Auditor's responsibility

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

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

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

Opinion

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Ontario Professional Foresters Association as at November 30, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Richmond Hill, Ontario
January 31, 2018


Chartered Accountant
Licensed Public Accountant

1.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 7

Ontario Professional Foresters Association

Balance Sheet As at November 30

	2017	2016
Assets		
Current		
Cash	\$ 223,906	\$ 430,114
Restricted cash (Note 13)	-	104,465
Accounts receivable	1,740	1,130
Prepaid expenses and deposits	3,845	5,639
	<u>229,491</u>	<u>541,348</u>
Long term investments (Note 3)	<u>326,694</u>	<u>151,604</u>
	<u>\$ 556,185</u>	<u>\$ 692,952</u>
Liabilities		
Current		
Accounts payable and accrued liabilities	\$ 26,721	\$ 46,690
Deferred grant income (Note 13)	-	104,465
Prepaid membership fees (Note 4)	165,180	280,829
	<u>191,901</u>	<u>431,984</u>
Net Assets		
Internally restricted (Note 5)	208,405	205,315
Unrestricted net assets	155,879	55,653
	<u>364,284</u>	<u>260,968</u>
	<u>\$ 556,185</u>	<u>\$ 692,952</u>

On behalf of the Board:


President


Executive Director

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

Ed Girardi
Chartered Accountant

2.

Ontario Professional Foresters Association

Statement of Operations For the Year Ended November 30

	2017	2016
Revenues		
Memberships	\$ 378,751	\$ 363,641
Application and examination	20,595	17,933
Events	41,388	27,180
Grant income (Note 13)	134,965	124,132
Miscellaneous	4,868	7,842
	<u>580,567</u>	<u>540,728</u>
Expenses (Note 8)		
Regulatory	105,670	118,008
Profile (recognition of profession)	5,655	8,620
Policy engagement	6,379	1,792
Competency	134,965	124,132
Member services	18,383	11,215
Governance	86,728	87,641
General administration	122,561	102,043
	<u>480,341</u>	<u>453,451</u>
Excess of revenues over expenses before interest from restricted funds	100,226	87,277
Interest earned on restricted funds	<u>3,090</u>	<u>1,678</u>
Excess of revenues over expenses	<u>\$ 103,316</u>	<u>\$ 88,955</u>

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

Ed Girardi
Chartered Accountant

3.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 9

Ontario Professional Foresters Association

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

	Internally Restricted	Unrestricted	2017	2016
Balance, beginning of year	\$ 205,315	\$ 55,653	\$ 260,968	\$ 172,013
Excess of revenues over expenses	3,090	100,226	103,316	88,955
Balance, end of year	<u>\$ 208,405</u>	<u>\$ 155,879</u>	<u>\$ 364,284</u>	<u>\$ 260,968</u>

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

Ed Girardi
Chartered Accountant

4.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 10

Ontario Professional Foresters Association

Statement of Cash Flows For the Year Ended November 30

	2017	2016
Cash provided by (used for):		
Operating Activities		
Excess of revenues over expenses for the year	\$ 103,316	\$ 88,955
Net change in non-cash working capital components:		
Prepaid expenses and deposits	1,794	(1,029)
Restricted cash	104,465	44,131
Accounts receivable	(610)	229
Accounts payable and accrued liabilities	(19,969)	22,254
Deferred grant income	(104,465)	(44,131)
Prepaid membership fees	(115,649)	30,828
	<u>(134,434)</u>	<u>52,282</u>
Investing		
Increase in long term investments	<u>(175,090)</u>	<u>(60,679)</u>
Increase (decrease) in cash during the year	(206,208)	80,558
Cash balance, beginning of year	<u>430,114</u>	<u>349,556</u>
Cash balance, end of year	\$ <u>223,906</u>	\$ <u>430,114</u>

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

Ed Girardi
Chartered Accountant

5.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 11

Ontario Professional Foresters Association

Notes to Audited Financial Statements For the Year Ended November 30, 2017

1. Purpose of the Association

The Ontario Professional Foresters Association (i.e. the Association), established in 1957, serves as a governing body for professional foresters, ensuring professionalism and accountability. The Association is incorporated under the laws of the Province of Ontario as a regulatory agency and has no share capital. The Association is a not-for-profit organization under the Income Tax Act (Canada) and, as such, is exempt from income taxes.

2. Summary of Significant Accounting Policies

Basis of presentation

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

Revenue recognition

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

Interest income is recognized as revenue when earned.

Financial instruments

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

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

Ed Girardi
Chartered Accountant

6.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 12

Ontario Professional Foresters Association

Notes to Audited Financial Statements For the Year Ended November 30, 2017

2. Summary of Significant Accounting Policies (continued)

Contributed materials and services

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

Measurement uncertainty

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

Impairment of financial instruments

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

Future accounting pronouncements

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

Ed Girardi
Chartered Accountant

7.

Ontario Professional Foresters Association

Notes to Audited Financial Statements For the Year Ended November 30, 2017

3. Long Term Investments

	2017	2016
The Canada Trust Company	\$ 151,033	\$ -
TD Mortgage Corporation	72,035	50,000
Canadian Western Bank	56,303	55,283
Manulife Bank	47,323	46,321
	<u>\$ 326,694</u>	<u>\$ 151,604</u>

These guaranteed investment certificates are due to mature on various dates by April 7, 2021 and bear interest which range from .2504% to 18.00%. As explained in Note 5 to the financial statements these investments have been internally restricted by the Association.

4. Prepaid Membership Fees

	2017	2016
Balance, beginning of year	\$ 280,829	\$ 250,001
Less: Amount recognized as revenue during the year	(280,829)	(250,001)
Add: Amount received relating to the following year	165,180	280,829
Balance, end of year	<u>\$ 165,180</u>	<u>\$ 280,829</u>

Ed Girardi
Chartered Accountant

8.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 14

Ontario Professional Foresters Association

Notes to Audited Financial Statements For the Year Ended November 30, 2017

5. Internally Restricted Net Assets

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

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

The current reserve target, as amended in 2016, was calculated as follows:

	2017	2016
Dissolution	\$ 60,000	\$ 60,000
Allowance for two concurrent major disciplinary matters	400,000	400,000
Cumulative interest earned on invested funds	81,852	80,174
	<u>541,852</u>	<u>540,174</u>
Interest earned during the year on invested funds	3,090	1,678
Target deficit to be funded	(150,000)	(150,000)
Cumulative funds transferred for enforcement action	<u>(186,537)</u>	<u>(186,537)</u>
Balance, end of year	<u>\$ 208,405</u>	<u>\$ 205,315</u>

6. Lease Commitment

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

7. Related Party Transactions and Balances

There were no related party transactions or balances with the Ontario Professional Foresters Foundation in fiscal 2017.

Ed Girardi
Chartered Accountant

9.

Ontario Professional Foresters Association

Notes to Audited Financial Statements For the Year Ended November 30, 2017

8. Expenses

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

The break down of expenses by nature is as follows:

	2017	2016
Staff	\$ 199,841	\$ 202,502
Legal	21,766	10,198
Office (supplies, postage, photocopying, etc.)	7,765	8,814
Equipment & Software	7,459	4,538
Expenses related to grant income	134,965	124,132
Teleconferencing, telephone & internet	5,480	4,155
Rent	9,967	9,967
Travel, memberships & meetings		
Forestry	1,591	4,877
Regulatory	1,316	5,410
OPFA	36,327	33,995
Bank charges	11,429	11,980
Audit	6,786	5,966
Insurance	6,647	6,615
Website	13,196	5,554
Honoraria	-	1,000
Provision for uncollectible receivables	166	4,427
Other	15,640	9,321
	<u>\$ 480,341</u>	<u>\$ 453,451</u>

Ed Givardi
Chartered Accountant

10.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 16

Ontario Professional Foresters Association

Notes to Audited Financial Statements For the Year Ended November 30, 2017

9. Major Projects

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

	2017	2016
1 Regulatory		
Registration	\$ 77,742	\$ 97,932
Discipline	27,928	20,076
2 Competency - Bridge Training		
Staffing - OPFA staff	19,549	22,176
Consultants	11,300	8,475
Training - CIF and Lakehead University	100,610	89,947
Other	3,506	3,534
3 Member Services		
Fall seminars	-	771
Website	13,196	5,554

10. Financial Instruments

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

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

Ed Girardi
Chartered Accountant

11.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 17

Ontario Professional Foresters Association

Notes to Audited Financial Statements For the Year Ended November 30, 2017

11. Capital Management

In managing capital the Association focuses on liquid resources available for operations. The Association's objective is to have sufficient liquid resources to continue operating despite adverse financial events. The need for sufficient liquid resources is considered in the preparation of an annual budget and in the monitoring of cash flows and actual operating results compared to the budget. As at November 30, 2017, the Association has met its objective of having sufficient liquid resources to meet its current obligations.

12. Reclassification

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

13. Deferred Grant Income and Restricted Cash

The OPFA entered into an agreement with the Ontario Ministry of Citizenship, Immigration and International Trade entitled Bridge Training Program for Foresters (i.e. BTPF) which commenced on March 3, 2014 and terminated on July 31, 2017.

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

The maximum funding available per the Ontario Bridge Funding Agreement (i.e. OBFA) totals \$385,000 with funding instalments to be made based on achievement of various milestones from July 2014 to July 2017.

The activity in deferred grant income for fiscal 2017 and 2016 is as follows:

	2017	2016
Beginning balance	\$ 104,465	\$ 148,596
Grant funds received as per the OBFA	30,500	80,001
Deductions - grants recognized as revenue	(134,965)	(124,132)
Ending balance	\$ -	\$ 104,465

Ed Girardi
Chartered Accountant

12.

OPFA 2017 AUDITED FINANCIAL STATEMENTS – Figure 18

ACKNOWLEDGEMENTS

OUR SPONSORSHIP LEVELS

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La Maison Verte

Nipissing Forest Resource Management

**School of Environmental Sciences,
University of Guelph**

Vermillion Forest Management