



Ontario Camps Association
Board of Directors Meeting – Thursday, December 12, 2013
10:00 a.m. to 3:00pm
70 Martin Ross Avenue, Toronto ON M3J 2L4

Present: Adam Kronick, President
Howie Grossinger, Past President
Craig Perlmutter, Vice President
Leon Muszynski, Secretary/Treasurer
Luc Cousineau, Director, Agency Camps Subclass
Elana Martins, Director, Day Camps Subclass
Mark Diamond, Director, Private Camps Subclass
Tracy Morley, Director, Special Needs Subclass
Jonathan Nyquist, Member-at-Large
Jeff Brown, Member-at-Large

Regrets: Brian Blackstock, Vice President and Mike Greenfield, Director, Religiously Affiliated Subclass

Guest: Brian Edmonds, Standards Chair

1. Welcome & Introduction

2. Confirmation of Agenda

3. Motion#1: Resolved, That the November 21, 2013 Board Meeting Minutes be approved as amended.
Moved by: Jeff Brown
Seconded by: Tracy Morley
CARRIED

4. Business Arising

. Election/Notice of Meeting/Draft By-Law No. 1 Howie Grossinger
Howie thanked the Board Members for their support and informed the Board that the Election Notice was mailed to Members on Friday, November 29th.
. Research Information
Heather spoke to Stephen Fine regarding his information on "Issues Related to Camp Staffing and Camp Counselor Experiences". The information sent provided many references for individuals to pursue if needed.

5. Treasurer's Report

. November- Financial Report Leon Muszynski
Leon noted in his review of the report that Commercial Revenues had increased. In addition there still are a few outstanding camp memberships.
. Finance Committee Report
Finance Committee Members are considering many options to increase revenues for long-term financial planning. One of the initiatives would be to open an affiliation category to Camp Staff at \$5 or \$10.00. Leon explained the Committee was still discussing different options before bringing any recommendations to the Board. The Committee will be presenting a report to the Board in May 2014.

.Investment Policy

Leon introduced a draft Investment Policy for the Board to consider. It is an initial step towards future investments.

Motion #2: Resolved, That the recommended Investment Policy as presented be approved.

Moved by: Leon Muszynski

Seconded by: Mark Diamond

CARRIED

6. President's Report

Adam Kronick

. Annual General Meeting (AGM)

Adam reminded the Board that the January meeting will take place at the Sheraton Parkway Hotel in the CEO Board Room, on the 9th floor 10:00 am. The AGM will follow the Board meeting at 3:00 pm and then the reception for the Awards Dinner would start at 5:30 pm.

. Volunteer Stewardship Committee Mandate and Advisory Committee

Information regarding these two topics were not received prior to the Board Meeting.

Action Item: Adam will contact the Volunteer Stewardship Chair regarding the Volunteer Stewardship Committee Mandate and Advisory Committee for information.

. Adam thanked all Board Members for their work and support over the past year.

7. Committee/Event Reports:

Awards Committee

Craig Perlmutter

Craig detailed the Agenda for the Awards Dinner. He is still in the process of recruiting a special guest speaker. Most of the organization and the Awards Booklet have been completed for the event.

A Nomination for Volunteer Recognition for Marjorie Booth was received and accepted after the Nomination deadline of November 15, 2013.

Conference Committee

Mike Greenfield

Mike, though he was not able to attend the meeting, had previously asked Board Members to post a call to action on their Facebook pages for the Conference. The Conference Guide and organization of the event are in the final stages. Members have been sent many emails with detailed information. Once the Guide is finished it will be posted on the OCA Website and emailed to all Members.

Nominations Committee

Howie Grossinger

The newly rejuvenated Nominations Committee has been very productive. Jonathan Nyquist and Leon Muszynski will be remaining on the Board for two more years. The Board thanked them both for their continued support. Over the past few years there has been an invaluable quality of discussion around the Board table. However, it has been noted that the Board is comprised of mainly male Members. The Nominations Committee has been working towards balancing the Board with more female Members. Following the elections, it was suggested that candidates who stood for election but were not elected, be contacted after the AGM to provide them with another opportunity for volunteering.

Action Item: Adam and Howie will draft a letter encouraging those candidates, who were not elected, to continue in another volunteer role.

Standards Committee

Brian Edmonds

Brian presented the following recommendations and information.

Motion #3: To accept the recommendation of the Standards Committee that, based on the results of the recent standards visit, and subject to Recommendation # 5, the following camp be re-accredited for four years:

Ouareau

Moved by: Luc Cousineau

Seconded by: Elana Martins

CARRIED

.OCA Camps Operating Outside of Ontario

Ensuring that the OCA Standards are followed by camps operating outside of Ontario goes beyond the Standards Committee's responsibilities. Due to different provincial regulations, in both provinces, variances between Standards answers Camps Operating Outside of Ontario compared to Ontario Camps vary widely and have a great number of inconsistencies. This year, eight camps located in Quebec were asked to provide their assistance on clarifying 20-30 Standards. Brian created a chart with their input which detailed the process that took place over the summer. All the camps involved were very helpful, especially Pripstein's Camp Mishmar. The Standards Visits went well and were very collegial, resulting in the creation of the chart, presented to the Board at the meeting, outlining all of the details. Essentially their reaction was good; Jacqui Raill expressed her thanks and thought the process was very helpful.

The information is still incomplete as it has not been distributed to all Quebec Camps. The Standards Committee is not satisfied that the information contained in the chart covers all of the Quebec Laws. Camps visited in 2013 can now answer the Standards questions with full knowledge of either Ontario or Quebec Law.

It is a big undertaking to visit Camps Operating Outside of Ontario, and it will get more challenging if additional camps from outside of Ontario become Members.

. Brian outlined future options for the Board to review. The discussion, which was two hours in duration, was quite thorough and thoughtful. The question is what is OCA's threshold for ensuring that camps follow OCA Standards?

. It was suggested that this was a very difficult discussion. OCA holds all Member Camps to OCA Standards. Both Nancy Brown and Robin Squires need to be part of this discussion. Serious consideration has to be given to any new applications outside of Ontario. In addition, it was suggested that a meeting in Montreal be scheduled for further discussion with representatives from OCA Camps operating in Quebec.

Action Items:

- i. Add suggested wording to the revised Standards page 4 – in the section Understanding Guidelines For Accreditation...
"Where an accredited camp is located outside of Ontario, *it is recognized that it may not operate in accordance with Ontario laws mentioned in the Standards, but rather in accordance with the laws of its jurisdiction(s).*"
- ii. Draft a letter to Quebec Camps – Adam, Leon, Brian, and Heather.

Adam thanked Brian for all of his efforts and work completed this year by the Standards Committee.

Standards Review Committee

Mark Diamond for Rob Crew

Mark outlined the work of the Committee stating that there were many suggested and mandatory changes made to the Standards this year due to new information and government regulations.

.Boating (Transport Canada)

One of the only easements Transport Canada offered OCA Camps was the option to apply for a variance through the Marine Technical Review Board (MTRB), which allowed camps to increase the number of passengers to 12 in watercraft driven by staff with a Pleasure Craft Operator Proficiency (PCOP). However, it was pointed out that Transport Canada may not agree next year to these conditions. Recently, Transport Canada staff stated this agreement was for one year only; they never agreed that it would be on-going. Throughout the whole process OCA Camps accepted Transport Canada's regulations without any exceptions. It is important for the Government Relations Committee to meet with the Deputy Minister for further discussion on this matter.

.Insurance (Transport Canada)

The first round of discussions before the Insurance issue is made law has begun. There will be a 60 day opening for the public to provide their comments. Nancy Brown is convinced that the regulators are not listening to us. Nancy's letter gave them alternative solutions.

Action Items:

- i. If the Government Relations Committee is not successful on either of these issues, they will have to go back to Members of Parliament.
- ii. Another avenue would be to write articles for the papers.
- iii. Leon will speak with his contact in the House of Commons regarding the insurance issue.

. Lifeguard Equivalencies (Public Health)

Public Health Regulation 568 allows for equivalencies in Lifeguard certification. To attain equivalencies for staff trained outside of Ontario, camps must contact their local Medical Officer of Health. There is a list of equivalencies provided by the International Lifesaving Federation. The issue is the Province of Ontario only recognizes the LifeSaving Society Certification, unlike many other provinces in Canada and international countries. In addition, the Lifesaving Society does not recognize any international equivalencies. To be compliant with the regulations, all camps hiring lifeguards with training from outside of Ontario must contact their local Medical Officer of Health for equivalency approval.

A report will be prepared on this topic. Heather wrote a letter to the Minister of Health inviting the Hon. Deb Matthews to a meeting. Though many calls were made to her office, there has been no reply.

. Service Canada - Temporary Foreign Worker Program (TFWP)

Leon Muszynski

Service Canada is trying to dissuade camps from hiring Foreign Workers. At this time, the wage rate for TFWP for non-student workers will continue at \$10.25/hour for a 30 hour week.

8. Executive Director's Report

Heather Heagle

Heather provided the Board with an overview of the meetings and work completed in December. Committee and other meetings included: Awards, Nominations, Conference, Health Care, Standards Review, Standards and Government Relations Committees, plus a two day meeting with the Canadian Camping Association. Printing and in some cases uploading of materials to the OCA Website for 2014 included the 2014 Camps Guide, all of the Annual General Meeting materials, the Awards Booklet and the Conference Guide. As well, Heather provide information on all of the Action Items she was responsible for arising from the November 21st Board Meeting.

9. New Business

- i. Marketing - Adam Kronick tabled this topic for January and February Board Agendas.
- ii. Camp Fairs - Adam Kronick suggested whenever there is a Camp Fair, the OCA should be represented.
- iii. Camp Staff Ages – The Board discussed the issue of a growing number of Day Camps hiring 14 year-olds. Overnight camp staff must have completed grade 11 or be 17 years of age by December 31st (MA27). Day Camp staff must have completed grade 10.

10. Next Meeting Dates:

Wednesday, January 15th – Sheraton Parkway Hotel – CEO Board Room – 9th Floor
Wednesday, February 26, 2014
Wednesday, March 26, 2014

11. Adjournment

Motion to Adjourn: Craig Perlmutter -2:05pm

Date the Draft Minutes were approved: Feb 26/14
Signatures: [Signature] OCA President [Signature] Executive Director