



Ontario Camps Association

**Board of Directors Meeting – February 24, 2016**

**10:00 a.m. to 12:30 p.m.**

**OCA Office – 70 Martin Ross Avenue, Toronto ON M3J 2L4**

**Present:** Adam Kronick, President  
Craig Perlmutter, Vice President  
Jonathan Nyquist, Vice President  
Leon Muszynski, Secretary/Treasurer  
Jeff Brown, Director (by phone)  
Rob Carmichael, Director  
Julie Gallie, Director  
Karen Hartnett, Director (by phone)  
Eric Shendelman, Director  
Stu Saunders, Director  
Mike Stewart, Director

**Regrets:** Mark Diamond, Director and Stu Saunders, Director

**Staff:** Heather Heagle, Executive Director

#### **1. Welcome & Introduction**

Adam welcomed Karen Hartnett and Mike Stewart to the Board.

#### **2. Confirmation of Agenda**

At this time, there were no additional Items.

#### **3. Approval of January 19, 2016 Board Meeting Minutes**

**Motion #1:** Recommend, That the January 19, 2016, Board Meeting Minutes be approved as presented.

Moved by: Rob Carmichael

Seconded by: Julie Gallie

**CARRIED**

#### **4. President's Report**

Adam Kronick

##### **i. Letters of Appreciation**

Adam presented two letters of appreciation. Alf Grigg had written to Adam to thank him for providing the opportunity for Seneca Students to volunteer at the conference.

The second letter was from Bev Unger, thanking the Board for their support for her trip to Atlanta where she received the Association of Camp Nurses (ACN) Camp Nurse Award.

##### **ii. Board Liaison Assignments**

Adam explained that the assignments were based on Board Members' expertise and then detailed the list of assignments inquiring after each listing if the Board Members were willing to accept their task.

The list of assignments are as follows:

<b><u>Committee</u></b>	<b><u>Chair</u></b>	<b><u>Board Liaison</u></b>
Archives	Janet Adamson	Heather Heagle
Awards	Jeff Brown	Jeff Brown
CCA Representative	Rob Carmichael	Rob Carmichael
Community Engagement	Jeff Brown	Jeff Brown
Educational Events	Conference Kelly Mathews	Karen Hartnett
	Health Care Bev Unger	
	Counsellor Conference – Heather Davidson	
	- Sarah Facey	
	Day Camp Conference	
Environmental	Jeff Brown	Jeff Brown
Finance	Leon Muszynski	Leon Muszynski
Health Care	Bev Unger	Heather Heagle
Government Relations	Mark Diamond	Mark Diamond
	Jonathan Nyquist, Craig Perlmutter,	
	Howie Grossinger, and Eric Shendelman	
Marketing	Mike Stewart	Mike Stewart
Membership	Eugene Chong	Heather Heagle
Nominations	Craig Perlmutter	Craig Perlmutter
Preferred Vendor	Bruce Philips	Jonathan Nyquist
Special Needs Resource	Melissa Ray	Julie Gallie
Standards/Mentoring	Eric Shendelman	Eric Shendelman
	Eric Shendelman & Rob Crew (Mentoring)	
Standards Review	Rob Crew	

**Action Item:** Adam and Heather will meet with Mike Stewart next week to provide more information about the Marketing Committee.

### iii. New Canadians Camp Experience

Mark Diamond asked Adam to bring this new program of providing spaces, at no charge, for new Canadians at OCA Accredited Camps to the Board. Mark has been in contact with the agencies that are supporting the new Canadians and they will assist with the process of aligning campers with camps. Camps willing to be part of this project will still follow their own processes and protocols for accepting campers. To move this process forward, Mark will draft a letter which will be sent to all OCA Accredited Camps describing the project and asking for their support. Jonathan Nyquist suggested that Camilla Chaplin, NYQUEST International Training, work with Mark on this program.

Adam contacted Bob Smith, Kids In Camp, regarding this program. They are interested in supporting it in the future.

The Board also spoke about opening spaces, at no charge, to indigenous campers at OCA camps. At this time Heather outlined that approximately 11 camps wanted to work with their indigenous community and had spoken to one of the presenters at the conference about moving forward with a program for this summer. Some of the topics

suggested by the camps and panel members for this summer included training aboriginal camp counsellors, providing spaces for aboriginal campers at camps and providing educational aboriginal programs for the camps.

The Board was in agreement with Mark's program for new Canadians.

**Action Item:** Mark will draft a letter to OCA Accredited Camps and it will be sent to the membership in the near future.

## 5. Treasurer's Report

Leon Muszynski

Leon provided an overview of the January month-end financials. He stated that not all revenues have been posted as the conference ended on the 30<sup>th</sup> of January. Revenues for the Health Care Conference and the Counsellors Conference will be received in May. At this time, the actuals indicate that the Association's expenses are lower. Leon informed the Board that the Finance Committee was meeting Tuesday, March 1<sup>st</sup>.

## 6. Executive Director's Report

Heather Heagle

### i. 2016 Conference

Heather reported that the conference was a success from several points of view including the delegates, the Preferred Vendors and the revenues from the event. The evaluations collected each day and the wrap-up meeting held by the committee (February 11<sup>th</sup>) indicated that the selection of speakers and keynote speakers met the delegates' interests and delivered on their goals.

Leon suggested that next year some of the sessions could be one and a half hours in length rather than fifty minutes. Lengthening hot topics would give more time for discussions.

It was also suggested that the OCA begin to organize and implement a plan to have Justin Trudeau come to the 2017 Annual Conference.

**Action Item:** Adam will work with his contact to contact the Prime Minister's office regarding next year's conference.

The raffle held on Thursday, January 28<sup>th</sup> at the conference raised \$1,800.00 for Kids In Camp (KIC). A cheque will be cut in that amount and sent to KIC.

**Motion #2:** Recommend, That a cheque be cut for Kids In Camp in the amount of \$1,800.00.

Moved by: Leon Muszynski

Seconded by: Eric Shendelman

**CARRIED**

### ii. Events:

The Mentoring Training and the Tick and Lyme Disease Workshop were well attended.

The Mental Health Workshop scheduled for April 16<sup>th</sup> and 17<sup>th</sup> is full. The Health Care Conference registration will be going live on February 25<sup>th</sup>.

iii. Social Media

Lauren Granatstein, OCA's contracted social media staff, has gone on maternity leave.

iv. Indigenous People

The office will be working with several of the panelists from the conference on the following projects:

1. Creating an educational resource page on the OCA website,
2. Providing spaces in camps for indigenous campers,
3. Training opportunities for indigenous youth to become camp counsellors, and
4. Working with the indigenous community to build relationships with camps.

**7. Business Arising**

There were no items for this meeting.

**8. Committee Reports**

i. Awards

Jeff Brown

The Awards Dinner was well attended and everyone commented on how much they had enjoyed their evening.

ii. Annual General Meeting (AGM)

Adam Kronick

Adam stated that the meeting went well. Implementing the candidates' presentations has been very beneficial. Next year the Board will be reviewing, with legal assistance, the protocols that need to be included in the AGM's Agenda and returning to having six candidates being elected.

**Action Item:**

Heather will contact Borden Ladner and Gervais, LLP for legal advice on both the election candidates and protocols.

\*\*The Annual General Meeting and the Awards Dinner will be held on Tuesday, January 17<sup>th</sup> at the Sunnybrook Estates – Vaughan Estate.

iii. Environmental Workshop

Jeff Brown

Jeff reported that he is working with the Community Engagement Committee to develop a workshop in early April. More information will follow.

iv. Government Relations

a. Early Years

Eric Shendelman

Eric explained that after much discussion and meetings the government was not changing its stance. Camps must be licensed; camps must have a percentage of Early Childhood Educators on staff; and camps must meet the building and program requirements.

The committee still thinks that camps need an extension for this year to allow people who want to comply. OCA was on the government's stakeholders list, but they never brought the Association to the discussion table. A meeting has been scheduled with Early Years bureaucrats for this Friday. The meeting will be to review the licensing process. They have never licensed camp before. Eric expressed concern for the safety of campers in Nanny Camps that would be popping up to elevate the needs of parents wanting their children to be in camp.

**Action Items:**

a. Committee Members were requested to ask the government for the following information:

- a. the list of stakeholders
- b. an extension for camps to apply

b. Heather was asked to call the Ministry office and try to schedule a meeting with the Minister's Chief of Staff. Eric would be contacting several government offices.

b. Hours Worked

Leon Muszynski

Leon explained that camps have an exemption from minimum wage for students but not for hours worked. In his research Leon reviewed a section called Health Care – Residential Setting. Residential care workers are not covered by the daily and weekly limits on hours of work. In the Ontario Ministry of Labour Act under Special Rules Re Residential Workers, Reg. 285/01, s. 23, it seems that camp staff working with children are exempt from all of the elements where they have issues. It is not conclusive proof that it applies to camp staff and the Association needs to have legal advice.

**Action Item:**

Heather was asked to send this information to Borden Ladner and Gervais, LLP, for a legal opinion.

c. Temporary Foreign Worker Program (TFWP) Jonathan Nyquist

Jonathan explained that a directive had been sent out end of August which said OCA Camps would have no problem with their Labour Market Impact Assessments (LMIA). However, camps are now receiving negative opinions. These same camps last year received positive opinion. Jonathan stated there was a meeting with representatives from the Minister of Immigration's office on Thursday, February 25<sup>th</sup>. Sol Birenbaum, Barb Gray and Jonathan will be attending that meeting to ask why camps have been receiving negative opinions and to see if the text in the TFWP Manual can be changed. If this meeting is not successful the committees have other plans in place to meet with other bureaucrats.

d. Health Protection and Promotion Act

Eric Shendelman

Eric provided a briefing regarding the topics of discussion for Regulations 565 and 568.

v. Special Needs Resources

Julie Gallie

Julie reported that the Campfire of Inclusion registration was open for the event which is taking place on April 12<sup>th</sup> at the Toronto Botanical Gardens. The first sessions begin at 1:00 pm and end at 4:00 pm and the second sessions begin at 5:30 pm and end at 8:00 pm.

In the fall, Julie would like to develop a program that offers grant writing workshops.

vi. Standards

Eric Shendelman

a. Eric explained that on March 8<sup>th</sup> the Standards Committee was meeting to match over 100 camps with their Visitors. Following that meeting, the Mentorship Committee will meet to match Mentors with Provisional One and Provisional Two Applicants.

b. Eric distributed the Mentorship Training information to the Board. He said the group that presented and the new mentors were all stars. The idea from the training was to have everyone be consistent in their messaging and information. It was a great day and the speakers really engaged their audience. Also, Eric reviewed the Mentors draft Job Description.

c. Eric will attend the Canadian Drowning Prevention Summit in Ottawa.

**Action Item:** Rob will enquire if CCA will be paying for Eric's travel and accommodation.

vii. The Canadian Camping Association (CCA)

a. Rob confirmed that Jill Dundas will continue as the CCA President until December 2016. The CCA meeting National Leadership Forum will take place at Camp Tawingo in November 2016.

b. Rob had been researching the idea of website advertising. After much discussion it was decided to not move forward with this process at this time.

The Board requested that at the next Preferred Vendors meeting they would be asked to provide ideas on possible opportunities vendors may have in the Association for communicating their services and goods to camps.

**Action Item:** Jonathan Nyquist, Co-chair of the Preferred Vendors Committee will bring this question to the meeting in March.

c. Rob will speak with Jill Dundas to arrange for the CCA Award for Stephen Green to be sent to Adam. Adam will present the award to Stephen on CCA's behalf.

**Action Item:** Rob will speak to Jill arranging the award to be presented to Stephen Green.

## 9. New Business

There were no new items at this time.

**10. Next Meeting Date:** **Tuesday, March 29<sup>th</sup>**  
Tuesday, April 26<sup>th</sup> Board Liaison & Committee Chairs  
Tuesday, May 17<sup>th</sup>  
Wednesday, September 28<sup>th</sup>  
Tuesday, October 25<sup>th</sup>  
Tuesday, November 22<sup>nd</sup>  
Thursday, December 15<sup>th</sup>  
Tuesday, January 17<sup>th</sup> AGM and Awards Dinner

## 11. Adjournment

Moved by Eric Shendelman, 12:30 pm

Date the Draft Minutes are approved: March 29/16

Signatures: \_\_\_\_\_

OCA President

  
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Executive Director