



Ontario Camps Association

Board of Directors Meeting – Tuesday, February 24, 2015
9:30 a.m. to 1:30 p.m.
Ontario Camps Association Office
70 Martin Ross Ave., Toronto, ON M3J 2L4

Present: Adam Kronick, President
Jonathan Nyquist, Vice President
Craig Perlmutter, Vice President
Pearl Bell, Director
Jeff Brown, Director
Rob Carmichael, Director
Mark Diamond, Director
Julie Gallie, Director

Regrets: Leon Muszynski, Secretary/Treasurer, Pam Lamont, Director and Stu Saunders, Director

1. Welcome & Introduction

Adam welcomed everyone and each of the Directors was introduced.

2. Confirmation of Agenda

There were no additional items for the Agenda.

3. Approval of January 20, 2015 Board Meeting Minutes

Motion# 1: Resolved, That the January 20, 2015 Board Meeting Minutes be approved as presented.

Moved by: Jeff Brown

Seconded by: Craig Perlmutter

CARRIED

4. President’s Report

Adam Kronick

i. Review of Board Members’ Responsibilities – distributed to all Board Members

Adam reviewed the changes to Directors’ titles beginning with this new Board. No longer will there be sub-classes or kindred groups attached to their titles. Adam discussed and confirmed each of the Directors’ assigned tasks.

Adam thanked each of the Directors for accepting their new portfolios.

ii. Minimum Wage – Camp Staff

It was brought to Adam’s attention that the government may be looking at camps’ minimum wage exemption at the January Board Meeting and at this meeting. All Board Members were asked to be aware of this topic and let Adam know of any further communications from the government on this subject.

Action Item:

Rob Carmichael will speak to contacts that he has at the Tri-State Conference to gain information about US camp exemptions from minimum wage.

iii. The Connected Brand

Adam updated the Board on The Connected Brand’s progress. Surveys were sent to all Accredited Member Camps and to parents of 11 Accredited Member Camps. Camp

parents were interviewed as well as non-accredited camps and accredited camps who question the benefits of being part of the OCA. Lori Pike and Sean Howard will present their findings at the next Board Meeting.

iv. Standards Review

Adam informed the Board that he had spoken to Tony Rossi, Commercial Real Estate Professional, Infrastructure Ontario's (IO) Executive Vice President and Group Head of Real Estate and Lending, about working collaboratively on the Standards for Camps who host TDSB school children during non-summer camp programs. Adam has spoken to Rob Crew, Standards Review Chair, about their conversation and about involving Tony Rossi in the process through emails.

Adam stated that Rob Crew in developing a task force to review non-summer program standards. Rob will Chair the Task Force, and Leon Muszynski and Eric Shendelman, Standards Chair, along with members from other partner organizations and members of the OCA will sit on the Committee. This project is considered to be a long-term task.

5. Treasurer's Report

i. January 2015 - Financial Report

Heather Heagle

In Leon's absence, Heather reviewed the January month-end with the Board. The report, sent to Board Members before the meeting, illustrated that the revenues and expenses are in line with the budget.

6. Executive Director's Report

Heather Heagle

Some of the highlights Heather presented were:

i. Canadian Camping Association (CCA) & The ChariTree Foundation -Tree Planting Program
On behalf of CCA, the OCA office announced the program by e-blast Wednesday February 18th. March 31st is the tree-order deadline for camps to order trees. The tree delivery is in June. Further information will follow.

ii. OCA Workshops and Conferences:

- Tuesday, February 24, Nutrition Workshop hosted by the Community Engagement Committee
- Tuesday, March 24, Infectious Disease Workshop, hosted by the Health Care Committee
- Saturday, May 2, Health Care Conference
- Saturday, May 23, Counsellor Conference

iii. Sterling Backcheck – Donation

The Canadian Camping Association distributed the Sterling Backcheck donation between the provinces. OCA's portion is \$1,835.00. Sterling Backcheck donates \$2.00 for every criminal record check. One dollar for each screening goes to CCA and one dollar is allocated to the corresponding province.

Adam thanked Sterling Backcheck for their continued support.

7. Business Arising

At this time, there were no items for discussion.

8. Committee/Event Reports:

i. Standards

Eric Shendelman

a. Crisis Response Resource Manual – distributed to all Board Members

Eric reported that the draft Crisis Response Resource Manual was near completion. Next steps will be:

- to have the manual reviewed by OCA's lawyer,
- to schedule a meeting with interested members, asking for their comments,
- to make revisions as required,
- to have the Board review and approve the manual, and then
- the approved manual will be sent to all members.

Members of the current task force committee and others will complete an annual review of the manual. In addition, a Crisis Response Resource Manual Workshop will be included in the 2016 Annual Conference program.

b. Eric informed the Board that he had spoken to Brian Edmonds, Past Standards Chair, and to the OCA office, for further insight regarding the current status of the Standards, the visit process and other pertinent information.

ii. Educational Events

a. Annual Conference

Heather Heagle

The 2015 Annual Conference was very successful. Over 80 new delegates attended the event. The survey sent to all delegates showed an increase of topic relevancy and satisfaction with the conference program, exhibit hall, facility, food and social events. Next year's conference will be again held at the Hilton Hotel – Markham Suites, January 27, 28 and 29, 2016.

The Board was very pleased with the Conference and thanked the 2015 Conference Committee Members and Mike Greenfield, Board Liaison, for all of their work. Suggestions for next year were: reduce the length of the Exhibit Hall hours, contracting more speakers from outside of Ontario and contracting well-known people as keynote speakers.

b. Nutrition Workshop

The Board was reminded about the workshop taking place after the Board Meeting from 6:30 pm to 8:30 pm. They were invited to attend the event.

c. Health Care Workshop

Pearl Bell

Pearl Bell reported that a Health Care Workshop is scheduled for March 24, 2015 at the OCA office. Information flyers were in all Conference Delegates Bags and further information has been sent out through social media and email blasts. Dr. Clive Schwartz will be the presenter at this workshop.

iii. Government Relations

Mark Diamond & Jonathan Nyquist

a. Temporary Foreign Worker Program

Jonathan stated that some camps may be exempt from paying the new \$230 permit fee. The government announced that this fee is for each permit; religious or charitable organizations are exempt from this fee. Once the government has confirmed this information, it will be sent to all OCA Accredited Camps. Jonathan indicated that "we should definitely tack this up as a win for our industry. That fee could have cost our industry 100's of thousands of dollars this year and every year in the future." This step forward is a good reason for us to continue to be spending money and allocating resources on our work with the government. The Government Relations Committee is going to a very important meeting in Ottawa in the near future and will report back to the Board.

b. Transport Canada

Craig Perlmutter

Craig reported that the Camp Marine Module, which is a one and a half day of training event, is mostly approved. The module on "How to become an instructor" has also been completed. Craig said he was waiting to hear from Transport Canada.

The OCA office, once the program is underway, will be responsible for keeping confidential, safe records and documentation of:

- instructors certified to teach the course
- courses being conducted
- participants who have taken the course successfully and unsuccessfully
- certificates of competency issued

The OCA office will request course feedback from camps on an annual basis and provide feedback to Transport Canada, including any suggested updates to the Camp Marine Module Course Manual.

iv. Special Needs Resource Committee

Julie Gallie

Julie, Special Needs Resource Board Liaison, recounted that she had been on the committee for years and was well-versed in their goals and activities. Julie informed the Board that the next Campfire of Inclusion will take place on Tuesday April 14th at the North Toronto Memorial Community Centre, 200 Eglinton Ave West from 6:30 - 8:30 pm. At this event they will be honouring Jim McCarty from Camp Winston. In addition, there will be a session on AODA and speed networking sessions. More information will follow.

Action Item: Julie was asked to send out AODA Tips again to the Membership in the near future.

v. Canadian Camping Association

Jonathan Nyquist

Jonathan stated that this was his last report as the CCA/OCA representative. Rob Carmichael will be representing the OCA from now on. Jonathan went on to say that the CCA is looking at increasing provincial associations' fees; a final amount for the increase has not been confirmed. Goals at this time for CCA in 2015 include: developing a database and continuing with government relations

Adam thanked Jonathan for his time and work as the CCA/OCA representative.

9. New Business - At this time there was none.

10. Next Meeting Dates:

- Tuesday, March 31st**
- Tuesday, April 21st
- Wednesday, May 20th
- Thursday, September 24th
- Tuesday, October 20th
- Thursday, November 19th
- Thursday, December 10th
- Tuesday, January 19th AGM + Awards Dinner

11. Adjournment

Motion to Adjourn: Jonathan Nyquist 1:15pm

Date the Draft Minutes are approved: _____ *March 31 / 15*

Signatures: _____ *[Signature]* _____ *[Signature]*
OCA President Executive Director