

Minutes

Present: Jonathan Nyquist, Vice President (Chair)
Rob Carmichael, Vice President
Leon Muszynski, Secretary/Treasurer
Jeff Brown, Director
Julie Gallie, Director
Karen Hartnett, Director (by phone)
Brandon McClounie, Director
Kelly Mathews, Director (by phone)
Mike Stewart, Director

Regrets: Eric Shendelman, President and Mark Diamond, Director

Guests: Matthew Bernardo, Standards Chair, Jen Gilbert, OCA Membership Coordinator and Neil Persaud, Social Media Chair

Staff: Heather Heagle, Executive Director

1. Welcome & Introduction of Visitors

Eric Shendelman, President, was unable to attend the meeting. Jonathan Nyquist, Vice President, chaired the meeting and welcomed everyone.

2. Confirmation of Agenda

The following three items were added to the Agenda: an In-camera Meeting request to discuss the Executive Director's annual review from Leon Muszynski, a draft of the Environment Committee's Terms of Reference for Board approval offered by Jeff Brown and a report from the Membership Committee, given by Jen Gilbert.

3. Approval of the October 25, 2017, Board Meeting Minutes

Motion #1: Recommend, That the October 25, 2017, Board Meeting Minutes be approved as amended.

Moved by: Brandon McClounie

Seconded by: Julie Gallie

CARRIED

4. President's Report

Jonathan Nyquist

i. Environmental Health Policy and Programs (HPP) Regulations Review Reg. 565 & 568 – Public Pools. The Ministry of Health and Long-Term Care has opened Regulations 565 and 568 and has distributed a vague summary of the planned changes within an unusually short Stakeholder response time of 14 days. The Government Relations Committee formed a Task Force to review and reply to the suggested changes. Sol Birenbaum spearheaded the drafting of the response sent to the ministry on November 7, 2017.

Action Item:

The YMCA has been involved in these discussions and it was discussed that a "Y" representative be on this committee. Jonathan will take this suggestion to the Government Relations Committee.

ii. Opening of OCA Bylaw #1

Six years ago the OCA's Bylaws were opened to discuss Membership and Voting processes. These changes were approved by the Membership five years ago and at that time it was recommended that the Bylaws be reopened in the future to again review voting processes.

Action Item: Brandon McClounie stated he would be interested in sitting on the Bylaws Committee. Jonathan will speak to Eric about this request.

After a Board discussion, the Chair called for a motion.

Motion #2: Recommend, That the OCA Board approve the opening of OCA's Bylaw#1.

Moved by: Leon Muszynski

Seconded by: Rob Carmichael

CARRIED

iii. Executive Director's Review

Leon Muszynski

Leon requested an In-camera Meeting to discuss the Executive Director's Review which took place on November 16, 2017.

In-camera: 10:55 am to 11:25am

5. Treasurer's Report

Leon Muszynski

i. October Month-end

Leon reviewed the report in detail. This was the first month for the new year and there was nothing outstanding to report.

The number of Preferred Vendors has decreased. New vendors who became members last year felt that the investment did not pay them to stay in the Association. The Board discussed the possibility of a tiered membership fee for a vendor's first year. Further discussion on this topic will take place at the Finance Committee Meeting scheduled for the last week of November.

6. Executive Director's Report

Heather Heagle

Heather provided an update on all of the print projects, events and grant activities. She also informed the Board that Margarita Tcharnolousskaia had resigned due to personal circumstances.

7. Business Arising

There were no items to discuss.

8. Committee/Event Reports:

Archives

Kelly Mathews

An Archives Meeting was held this week after work hours. The committee cannot meet during work hours as they all have jobs and prefer to meet in the evenings or on weekends. They are happy about being involved in the conference and inquired about the committee's budget. Of the \$3,000.00 budget the lion's share is earmarked for the work performed by a student at Trent who is updating the interview tapes to a digital format. The committee is looking for a list of their oral interviews. This was their first meeting with Alf Grigg as Chair of the committee. The committee would like to keep interviewing new people to retain their experiences for the archives. The Board thought this was a good idea.

Awards & Environment

Jeff Brown

i. Awards Banquet

All of the Awards Candidates have been contacted about the Awards Banquet.

Registration for the event is open to all Members.

ii. Environment Committee

Jeff presented the Board with draft Terms of Reference for their review. The Board suggested a few changes and then Jeff presented the following motion for Board approval.

Motion #3: Recommend, That the OCA Board of Directors accept the Environment Committee's Terms of Reference as amended.

Moved by: Jeff Brown

Seconded by: Leon Muszynski

CARRIED

Educational Events

Karen Hartnett & Kelly Mathews

was Karen stated that all is going well with the 2018 Annual Conference. Kelly announced that there one change to the Wednesday night social event. Originally the event was to be a PJ's social however, due to the Awards Banquet happening next door being a formal event, the PJ's social event was changed to a Camp Fire Café.

Government Relations

Jonathan Nyquist

Jonathan gave an overview of activities related to the Health Protection and Promotion Act Regulation 565. He also outlined the process taking place regarding the Ministry of Labour's review of Ontario's minimum wage. Jonathan met with Marco Mendicino, Liberal MP for Eglinton—Lawrence (Ontario) who has been very helpful. The committee is also speaking with other provinces about minimum wage.

Health Care

The committee met on November 7th and the Health Care Committee Round-table discussion for the 2018 Annual Conference and the 2018 Health Care Conference program, in May, are well underway. Work is also continuing on the Health Care Handbook.

LGBTQ+ Engagement

Jonathan Nyquist

Mark had left notes for Jonathan to provide to the Board. Board and staff training will take place prior to the conference. All of the LGBTQ+ Breakout Sessions for the conference are confirmed. The LGBTQ+ Task Force would like to have a legal opinion regarding the possible changes to OCA's Year-round Standards. At this time, the Task Force is asking that an additional \$5,000.00, be reallocated from other budget lines, to the Legal Fees to cover the expense of a formal Legal Opinion.

Motion #4: Recommend, That the Board approve the reallocation of \$5,000.00, in the approved 2017-18 Budget, for legal fees related to acquiring a Legal Opinion for the LGBTQ+ initiative.

Moved by: Leon Muszynski

Seconded by: Jonathan Nyquist

CARRIED

Motion #5: Recommend, That the Board approve training for the OCA Board and staff regarding the LGBTQ+ community.

Moved by: Mike Stewart

Seconded by: Brandon McClounie

CARRIED

Mentorship & Outdoor Education

Brandon McClounie

i. Mentorship Training – January 23, 2018

Brandon stated that he is looking at a half day training event - more of an orientation for new mentors. He will provide a framework for the training at the December Board Meeting.

ii. Outdoor Education

The committee has grown to 18 people and all OCA kindreds are represented by this group. At the first meeting of this committee, most of the time was spent working collectively on initiatives to meet goals of this committee. The next meeting is scheduled for November 29th. Brandon will provide details and recommendations from the committee for the Board at the December 13th meeting.

Nominations

Mark Diamond

The committee is actively looking for Members who would like to stand for election.

Social Media

Neil Persaud

Neil Persaud, Chair of the Social Media Committee, stated the goals of this committee are to increase communications, streamline communications and to drive revenue from the OCA's website. He also announced that he will be providing social media workshops, at no charge, beginning in February, to all camps and individual members. These workshops will provide best practices and hands on educational materials to the participants.

In addition, Neil would like to attract parents, youth and the community at large to come to the OCA's website through various channels. Committee Chairs would have a voice in quarterly or weekly newsletters/online portals.

OCA will be producing Branding Videos in the spring of 2018. In the past, growing OCA's membership has been an organic process. These videos will target parents, youth and other networks with information and education about the importance of attending camp, the values of camp and the significance of attending an Accredited Camp. The videos will be available for every camp to use at their marketing meetings.

As part of this new initiative a Membership Campaign will be developed around the topic of why camps should become a member, using members' testimonials and other marketing strategies. Target marketing to partners such as teachers in Outdoor Education Programs is a great opportunity.

Google Grant is offering an education grant of \$10,000 which the OCA could apply for.

During the discussion it was suggested that a lot of camps have their own video assets. Neil replied that the Association will not get 100% support, however this information is free and after a while most of the camps will come on point.

Special Needs Resources (SNRC) and ADO Grant

Julie Gallie

Julie informed the Board that a SNR Committee meeting was scheduled for Monday, November 27th. The AODA Webinars have been well received and each webinar's recordings are on the Inclusion site on OCA's website. The in-person workshops have been held in Gravenhurst and in Hamilton. The next workshop will be held in Toronto. Networking and learning about best practices has been the highlight for delegates.

Standards

Matthew Bernardo & Jen Gilbert

Matthew explained that the committee was waiting for a few more letters to be received from camps. Final recommendations from this year's Visits will be made in December. He then provided the following recommendation for approval.

Motion #6: To accept the recommendation of the Standards Committee that, based on the results of this summer's Year-round Standards Visits and the recent November 15th Standards Committee meeting, the following camps be re-accredited for four years:

Autism Ontario – Niagara	Autism Ontario - York, Camp A-OK
Chilawee Trails	Harbourfront Centre Camps

Outlook	Scott Mission Camp
Sunshine Day Camp	Tim Horton Onondaga Farms
Camp U of T	

Moved by: Leon Muszynski

Seconded by: Rob Carmichael

CARRIED

Standards Review

Miles Villneff & Jen Gilbert

The Standards Review report will be provided at the December 13th meeting.

Canadian Camping Association (CCA) Rob Carmichael

The CCA's National Leadership Forum will take place Monday, November 27 and Tuesday, November 28th in British Columbia. Both Rob and Eric Shendelman will be attending the meeting.

CCA has confirmed financial support for federal lobbying initiatives for 2017 and 2018 if needed. They will be looking at a funding model.

9. New Business

i. Membership Committee Report

Jen stated that the Membership Committee had met on Thursday, November 16th and Friday, November 17th to review Provisional One Applications. Jen presented the following list of six recommended Provisional One Candidates to the Board for approval:

The Canadian Ecology Centre

Haliburton Hockey Haven INC

Rainbow Camp

The P.I.N.E. Project

Rooks to Cooks

Monarch Park and Central Teck Stadium Camps

(Razor Management)

Motion#7: Recommend, That the following six (6) candidates be approved by the Board as Provisional One Applicants:

The Canadian Ecology Centre

Haliburton Hockey Haven INC

Rainbow Camp

The P.I.N.E. Project

Rooks to Cooks

Monarch Park and Central Teck Stadium Camps (Razor Management)



Moved by: Jeff Brown

Seconded by: Julie Gallie

CARRIED

- 10. Next Meeting Dates:** Wednesday, December 13, 2017
Wednesday, January 17, 2018

- 11. Adjournment – 12:35 pm**
Motion to Adjourn: Rob Carmichael

Date the Draft Minutes are approved: Dec 13/17
Signatures:  **OCA President**  **Executive Director**

