



Copeland Forest Friends Association

Annual General Meeting Minutes

April 24, 2023

Hardwood Ski and Bike

General Session

1. Welcome and Land Acknowledgement – Len Cater
2. President's Report – Len Cater
 - a. Len welcomed members and started the meeting at 6:36 p.m.
 - b. Len reviewed the meeting agenda and delivered a short presentation.
 - c. He emphasized the importance of Membership and how membership fees are used to support activity related to the mandate of the Copeland Forest Friends Association (CFFA). This includes education and promotion of responsible forest use in support of environmental sustainability. Membership and donor support is also used to fund projects to improve the trail network, to implement the trail plan, conduct water testing, and keep P1 & P2 cleared of snow during the winter.
 - d. Highlights of the past year include completion of the trail plan, new ONCA compliant bylaw, ongoing water testing (great display this evening), up to 60 volunteers involved in garlic mustard removal thanks to Margaret Kennedy's leadership. New trail platforms and trail signage fully aligned with the trail plan.
 - e. Moving forward, implementation of the trail plan and map, wild parsnip removal supported by an Invasive Species grant, new education and marketing material to grow membership, increase awareness and educate users regarding the unique characteristics of the Copeland Forest and encourage all to help preserve it for future generations.
 - f. Len acknowledged and thanked the many individuals, associations and local businesses that support the Copeland Forest.
 - g. Len introduced Jennifer Copeland who introduced Graeme Davis.
3. Keynote Presentation – Graeme Davis, Simcoe County Forester
 - a. Graeme delivered an informative presentation that covered two hundred years of history related to the creation and success of the Simcoe County Forest (SCF). Simcoe County was recognized in 2022 as the Forest Capital of Canada on the 100th anniversary of the SCF.
 - b. The Copeland Forest is provincial crown land, and not part of the Simcoe County Forest. Although the governance is significantly

different there is a shared history that members enjoyed learning more about.

4. User Group Meetings
 - a. User Group Directors facilitated discussions, noted member feedback for review at the May Board meeting, and the Naturalist user group confirmed a candidate to fill a vacancy on the Board.

15 Minute BREAK

CFFA AGM Business Meeting

1. Call to Order – Len Cater
2. Review of 2023 AGM Meeting Minutes – Lisa Banks
 - a. Presented summary of 2023 AGM meeting highlights as noted in the minutes.
 - b. **Motion to approve** 2023 Minutes as presented;
 - c. Moved by Dave Lord
 - d. Seconded by Carol Strickland
 - e. Passed by Membership
3. Treasurers Report – David Myles
 - a. David outlined the association revenue and expenses and provided the following details:
 - b. An outstanding liability carried forward from the federal government's Healthy Communities grant will be used in support of trail plan implementation.
 - c. 3 years of water testing analysis was paid in 2023.
 - d. \$4,000 was for legal fees related to ensuring bylaw compliance with ONCA legislation.
 - e. Web fees are trending down.
 - f. Snowplowing costs will be covered by MNRF this year.
 - g. Aiming to at least hold membership at current rate, individual donations have significantly helped CFFA.
 - h. New budget item, \$1,000 to promote membership, educate and inform the community and encourage responsible use of the forest. A member commented that membership is down over last year and asked what can be done to increase members, especially among those who use the forest. Another member asked if the Ministry will invest to remove Wild Parsnip given it's considered a hazard.
 - i. **Motion to approve** the report as presented:
 - j. Moved by Rob Butler
 - k. Seconded by – David Kennedy
 - l. Passed by Membership

4. New Bylaw – Lisa Banks

- a. To ensure ongoing responsible governance of the CFFA Board and compliance with the Ontario not-for-profit corporations act (ONCA) the association engaged legal counsel to assist with preparing a new bylaw.
- b. The new bylaw is compliant, clear, and concise
- c. Lisa highlighted several changes from the existing bylaw (see [background presentation](#) on CFFA AGM web page)
- d. Organizations with less than \$100,000 in annual revenue are allowed to waive the appointment of a person to conduct an audit or review engagement. The Board must table an extraordinary resolution and obtain support from 80% of members voting at an annual meeting. Provided CFFA revenue remains below \$100,000 this will be required at each annual meeting.
- e. **Motion to approve** the new CFFA ONCA compliant bylaw.
- f. Moved by Carol Strickland
- g. Seconded by Sandra Kendall
- h. Passed by the membership
- i. **Extraordinary Resolution** – Given the annual revenue of the CFFA is well below \$100,000 annually, the Board of Directors recommends this extraordinary resolution to not appoint an auditor or a person to conduct a review engagement for the coming year.
- j. More than 80% membership in attendance in favour

5. Election of New Directors and Directors at Large

- a. There are five Director positions, Naturalist, Snow Sports, Hikers, Anglers & Hunters, Businesses. There was insufficient representation to nominate a director to represent Anglers & Hunters and Businesses. The following new user group directors and directors at large were nominated:
- b. Kim Konsari - Naturalist user group
- c. Pat Tuero - Hikers user group
- d. Mark Zielinski – Snow Sports user group
- e. Don McKinnon; David Myles and Len Cater – Directors At Large
- f. **Motion to approve** the election slate
- g. Moved by Dave Lord
- h. Seconded by Lori Howard
- i. Passed by Membership

6. Question and Answer

- a. There was no further discussion.

7. Meeting Adjournment

- a. **Motion to adjourn** the meeting at 9:19 p.m.
- b. Moved by Len Cater
- c. Seconded by Deborah dePass
- d. Passed by Membership