

Ottawa Field-Naturalists' Club – Board of Directors (BoD) Meeting
Monday, October 18, 2021 – 7:00 p.m.
Zoom Meeting – Minutes

Chair: Jakob Mueller

Present: Ken Young, Ted Farnworth, Eleanor Zurbrigg, Annie Belair, Elizabeth Moore, Owen Clarkin, Diane Kitching, Janette Niwa, Diane Lepage, Catherine Hessian, Henry Steger, Bob Cermak, Gord Robertson

Absent: Ann MacKenzie,

1. Approval of the Agenda – approved as circulated
2. Acceptance of Minutes from September 22, 2021
moved by Elizabeth Moore, seconded by Bob Cermak, that the minutes of the September 22, 2021 meeting be accepted. **CARRIED**
3. Business arising from the minutes
 - Inclusion, diversity, and equality statement – deferred
 - Emails to members – deferred
 - Storage for Club Materials – deferred
4. Communications – Catherine had circulated by email details of mail received, including:
- an invitation from Nature Conservancy Canada to attend their meetings virtually
5. Treasurer's Report – no report
6. Issues for Discussion
 - a) Budget 2021-2022 (attached)

Moved by Ken Young, seconded by Diane Lepage, that the budget document distributed to the Board be accepted as the budget for the fiscal year 2021-2022. **CARRIED**

Moved by Ken Young, seconded by Bob Cermak, that the Ottawa Field-Naturalists' Club authorize Jeff Skevington to execute a contract with a person or organization to assist with the Rare Birds Data Project. (The terms and conditions are described in the attached contract). **CARRIED**

- b) 2022 Nominations – Diane

Efforts to fill the vacant positions were discussed.

7. Committee Updates

a) Awards – Eleanor submitted the following report by email:

“- the call for nominations for 2021 awards was announced in T&L, emailed to members in the NCR, and posted on the ofnc.ca banner (a thank you to Annie, Henry and Gordon, respectively). Nominations close on November 30.

- the framed award certificates for the 2020 awards were mailed to recipients recently.”

The BoD discussed the publication of awardees names in OFNC publications and social media platforms. It was noted that some individuals were reluctant to be identified especially on social media. It was suggested that we should ask for permission in future. Jakob agreed to do this when notifying people about their awards.

b) Birds – Bob: nil to report

c) Conservation – Owen reported that he and Jakob had received an email immediately before the meeting from Nature Conservancy Canada which has entered into an agreement to secure additional lands (28 acres) in the Wolf Grove Provincially Significant Wetland near Almonte. The lands are being donated to the Nature Conservancy of Canada but they are fundraising for the transaction-related costs such as appraisal fees and a contribution to the Ontario Stewardship Endowment Fund that will enable them to steward the property. The total project cost is about \$45,000. They still need to raise about \$2,000 from donors and partners before the closing in November and are seeking support from OFNC. Owen confirmed that this is an environmentally significant area of land and recommended that OFNC consider helping with a donation. Ken suggested amending the donations line of the budget to allow for such donations.

Moved by Ken Young, seconded by Bob Cermak, that the OFNC donate \$1,000 to the Nature Conservancy of Canada to assist with expenses to secure additional lands in the Wolf Grove Provincially Significant Wetland.

The motion was opened for discussion and it was suggested that it should allow for a further \$1000 if necessary.

Moved by Eleanor Zurbrigg, seconded by Diane Lepage, that the motion be amended to allow up to \$1,000 in addition, if necessary, to achieve the objective.
Amendment **CARRIED**.

Amended Motion **CARRIED**.

d) Education & Publicity – Gord reported that they had hosted a number of beavers and cubs at FWG on September 25/26. Groups of 18 had been split into groups of nine and the event went very well. Almost all fall stories are up and they are also posting “newsflashes” about things of current interest on the boards. The Committee has two new members.

Moved by Gord Robertson, seconded by Diane Lepage, that Robyn Molnar and Jocelyne Boileau be approved as members of the Education and Publicity Committee. **CARRIED**

e) Events – Jakob: nil to report

f) Finance – (see Budget under 6a. above) Ken: nil else to report

g) Fletcher Wildlife Garden – Ted had circulated the following report by email:

- “A dehumidifier has been purchased and installed in the FWG Resource Centre, to reduce humidity in the building particularly during the plant sale plant growing period
- A successful event “Back to Nature” took place on the FWG property on Thanksgiving weekend Sunday by the Canadian Parks and Wilderness Society (CPAWS)
- Contact has been made with the new events manager at Agriculture and Agri-food Canada. We have been assured that handling of requests for events proposed for the Fletcher by external organizations will continue as they have in the past. Only “complex requests” that involve larger groups, will impact on parking, will require toilet facilities, etc. will need to have Ag Canada approval. The Fletcher plant sale will not be affected.
- We have received notice from Ag Canada about possible problems with drinking water on the CEF. Recent changes to the allowable maximum concentrations of a variety of toxic materials in drinking water has prompted Ag Canada to initiate a verification that all potable water sources on the CEF (including presumably Building 138 – The FWG Resource Centre) meet the new regulations. We have contacted Ag Canada for clarification of the status of the drinking water in Building 138.
- We will be shutting off the Back Yard Garden watering system shortly.”

Eleanor confirmed that she had sent note to Robert Ranger regarding the drinking water but has not heard back.

h) Macoun Club – Diane K reported that they had held several field trips. The number of members attending have been fairly low but consistent, usually 4-8. They haven’t decided what to do with respect to meetings over the winter. It is difficult to know whether there will be great enthusiasm for indoor activities now that school has started.

i) Membership – Henry is working on a job description for Membership Chair. Nil else to report.

j) Ontario Nature – Jakob reported that the October meeting had been held on Oct 2nd.

k) Publications – Annie noted that the next deadline for T&L is November 1st. She would welcome additional articles as she doesn’t have a lot of items for the next issue.

l) Safe Wings Ottawa – Janette circulated the following report by email:

Communication

- Online outreach with the virtual event *When Worlds Collide* has been successful as virtual annual display and cross-Canada collaboration
- Global Bird week (Sept 27-Oct 3) tallies to be posted soon.
- Oct 24th is World Migratory Bird Day - working on social media engagement
- Motion tabled Oct 8th to Ontario legislature by Fort York MPP Chris Glover to incorporate CSA bird friendly building design standards into the Ontario Building Code; SWO did social media campaign to have followers voice support

Operations

- Phone system problems have subsided, but still exploring alternative providers for same type of service. Anouk is still manually transferring between shifts.
- YTD 2021: 1,181 birds admitted; 67% are collisions (up from 2020's 56%). Survival rate of approx. 90% after 24hr in care. SWO keeping collisions longer as most issues start arising after 24 hrs.

Volunteer Activities

- Virtual orientation sessions held in October
- Exploring 2nd software: Sign Up Genius; used by other rehabber, more user friendly with calendar overview
- LRT patrolling Hurdman, Lees – OCTranspo staff know about Safe Wings and where to find the SWO bags. Outreach has proved effective!
- Have only 3 more **phone volunteers** from social media posts; have vacancies in schedule and **need more support** to free Anouk and Christina for growing rehab.

Events

- Wild Outside walk (CWF) / patrol training held Oct 17, led by Janette.
- Real Property Institute of Canada's National Workshop abstract did not happen; inquiry made to see if still want SWO to submit an abstract

Advocacy

- Application for investigation at 200 Kent has been submitted. No updates, continue to push for action.
- KRP application forthcoming shortly.
- Good News: increase in new building applications (Gladstone village) which **include provisions for bird friendly glass**. City staff have been advocating and sharing information with applicants.
- City's Better Building Retrofit program – deadline for recommendations to include in program is Oct 19th. SWO to petition inclusion of bird friendly design guidelines.

- Continue to press Parks Canada regarding a raft at locks for ducklings/goslings that are drowning, allowing babies a place to rest out of water. SWO built a raft. Parks Canada had positive feedback, we are looking for updates on implementation on their end.

8. Adjournment – there being no further business, the meeting was adjourned.

Recording Secretary: Elizabeth Moore

Upcoming Meeting Dates

November 15, 2021
December 13, 2021
January 17, 2022
February TBD

Jakob Mueller
President
Ottawa Field-Naturalists' Club

Date

Elizabeth Moore
Recording Secretary
Ottawa Field-Naturalists' Club

Date

Appendices

1. Budget 2021-2022
2. Rare Bird Data Contract

Ottawa Field-Naturalist's Club – Budget for Fiscal Year 2021-22

Item	2021-22 Budget	Notes
Income		
4005 Membership fees	27,000	
Sales		
4030 Sales - FWG	6,500	Plant sale (FWG Fundraising)
4030 Sales - Other	500	Sales of OFNC merchandise; Awards auction; Advertisements in T&L; sales of T&L
Donations, bequests and grants		
4105 Donations - General (+ 4110 Unreceipted)	5,000	Donations not directed to any specific OFNC activity
4105 Donations - FWG	1,500	Donations directed to the FWG
4105 Donations - Bird seed	400	Donations directed to purchasing bird seed
4109 Donations - Safe Wings	7,500	Donations directed to Safe Wings
Canadian Field-Naturalist		
4202-4210 Subscriptions	23,000	
4220 Author's charges	30,000	Payments made by author's institutions
4410 Pelee Trip	25,000	Anticipated revenue for a trip in spring, 2022
4440 Interest	38,500	
4460 Misc Revenue	0	
Total Income	164,900	
Expenses		
Activity Expenses		
5010-5060 Canadian Field-Naturalist	59,000	Editing, printing, mailing, website
5105 Trail & Landscape Fletcher Wildlife Garden	24,000	Editing, printing, mailing
5202 Habitats	8,500	Outside work, equipment and tools, signs, mulch, tree cutting
5203 Fundraising	500	Plant sale related expenses, printing, topsoil etc.
5230 General - Interpretive Centre	2,350	Includes cleaning, telecom
5230 General - Other	900	Includes Trail maps, publications, books
5305 Awards Committee	450	Award certificate paper, frames, engraving, printing
5306 Awards Night	1,200	
5310 Birds Committee	3,050	Bird seed, Bird count compilation dinner, Rare bird data project
5311 Safe Wings Ottawa	12,000	Operating expenses, Rescue and rehab supplies, Education, Conferences, Mileage
5315 Macoun Club		
General Fund	400	Little Bear magazine, face shields
Macoun Funds	300	Hats for members
5320 Pelee Trip	25,100	Anticipated expenses for a trip in spring, 2022

5325 Education & Publicity	3,100	Bug Day, Science Fair prizes, Youth summit, postage, misc expenses; online communications
5330 Events	1,550	Speakers' honouraria; Out-of-town speakers' expenses; Incidental meeting expenses
5340 Research Grants	15,000	
5670 Donations	7,000	\$5,000 for School Board; up to \$2,000 for Wolf Grove
Activity Expenses, Total	164,400	
Operating Expenses		
5335 Membership Committee	600	
5605 Affiliation fees	450	our membership in Ontario Nature & Volunteer Ottawa
5615 Bookkeeper	8,200	
5620 Club Administration	1,100	Includes postage stamps, photocopying for the ABM; PO Box rental; travel & entertainment; Zoom meeting package
5685 Insurance	1,900	
5645+5690 Paypal & Bank Charges	1,800	includes Plooto, Square
5710 Professional fees	6,500	Annual financial statement review; CRA charity return; legal fees
5790 Website	400	Hosting fee, domain name registration
Operating Expenses, Total	20,950	
Total Expenses	185,350	
Net Revenue or Expense	-20,450	



Ottawa Field-Naturalists' Club Club des naturalistes d'Ottawa

Contractual Agreement Rare Bird Data Project

Supplier

Name:

Address:

Phone:

Email address:

Client

The Ottawa Field-Naturalists' Club (OFNC)

Box 35069, RPO Westgate

Ottawa ON K1Z 1A2

Authorized to act for the OFNC:

Jeff Skevington

Phone: (613-720-2862)

Email address: (jhskevington@gmail.com)

Description of Work

The "OFNC Rare Bird Data Project" will enter documentation of historically important rare bird sightings into eBird. This project will provide a permanent record of OFNC rare bird sightings on eBird for worldwide birders, science and conservation.

The primary data source is <https://ofnc.ca/wp-content/uploads/2021/06/Ottawa-Annotated-Checklist-of-Rare-Birds-.pdf>. The client may specify a subset of this document, or additional documents to be used.

This contract provides for up to 80 hours of work by the Supplier. If that is insufficient, the Supplier and Client will discuss the terms of an extension.

The work should be completed by 28 February 2022.

Fee

\$1,200.00

Changes and revisions

Both Client and Supplier may identify issues that they feel requires changes to the original scope of the project, at which point both will discuss revisions or additions to this contract.

Termination

Either party may terminate this Agreement by giving 30 days written notice to the other party.

General

The Client and Supplier are independent parties and nothing in this Agreement shall constitute either party as the employer of the other party.

Neither the Client nor Supplier has any authority to assume or create any obligation or liability, either express or implied, on behalf of the other beyond the terms of this contract.

This Agreement shall be governed by and construed in accordance with the laws of Ontario.

The undersigned agrees to the terms of this agreement on behalf of his or her organization or business and assumes full responsibility, having read and understood the terms in their entirety.

On behalf of the Supplier: _____ Date: _____

On behalf of the OFNC: _____ Date: _____