

**Ottawa Field Naturalists' Club – Board of Directors Meeting**  
**Monday, June 17, 2024 – 7:00 p.m.**  
**In person at FWG Resource Centre**  
**Minutes**

Chair: Jakob Mueller

Present: Ann MacKenzie, Annie Bélair, Janette Niwa, Elizabeth Moore, Eleanor Zurbrigg, Ted Farnworth, Ken Young, Kerri Keith, Catherine Hessian, Jessica Sims, Katriina Ilves, Diane Lepage, Susan Lehmann, Derek Dunnett, Gordon Robertson, Owen Clarkin

1. Approval of the Agenda - the Agenda was approved as circulated
2. Acceptance of Minutes from May 13, 2024  
**Moved** by Elizabeth Moore, seconded by Diane Lepage, that the Minutes of the May 13, 2024 meeting be accepted. **CARRIED**
3. Business arising from the minutes
  - a) Research Grants – Owen: no update
  - b) Bug Day - Jakob had circulated an email advising that the Central Experimental Farm management want a Memorandum of Understanding (MOU) to accompany the funding that OFNC has allocated for Bug Day. The Board agreed that Jakob should sign the MOU.
  - c) Macoun Marsh – after a number of communications and discussions, it was felt that no proposal in keeping with the Club's mission and objectives had been put forward. **Jakob will advise Michael Leveillé accordingly.**
  - d) Book Club – Jessica reported that her survey had ended with 173 responses and 123 people expressing interest. 99 people expressed interest in meeting in person but the capacity of FWG might be a problem. A Zoom component would probably be required but internet and camera requirements at FWG would present difficulties. The Club's audiovisual equipment would be available and Owen suggested that the Club purchase a phone to act as a hotspot. Jessica suggested that meetings be divided into components: an initial presentation; a discussion with the author or another expert: breakout groups and finally an opportunity to socialise. Ken was not certain that breakout groups are covered by the Club's Zoom account and the current participant limit is 100. It may be necessary to upgrade the Club's Zoom account. Ann suggested that it might be best to start with all Zoom meetings. FWG will need to be booked if doing meetings in person. Ted inquired how a large number of people would be able to access the book to be discussed. Jessica suggested that she would not use new releases such that paperbacks and library copies would be more accessible. She suggested considering 5 books a year with the aim of having the first meeting at the end of October. **It was agreed that Jessica will go ahead with a Book Club.** She will discuss a book club distribution list with Kerri. Ken pointed out that participants will need to be members and Zoom meetings will require a host and gatekeeper like monthly meetings.

4. Communications – Jakob reported that the Summer 2024 ON magazine incorporates an article based on his blog on elm zigzag sawfly. He notes that CFIA is focused on invasives such as spotted lanternfly and box tree moth, both of which are of some commercial importance but infect non-native species, whereas they are taking little notice of elm zig zag sawfly that infects a native species and which could have a major impact on biodiversity.
5. Treasurer's Report – Ken reported that the big financial news is the success of the Fletcher Wildlife Garden plant sale. So far, sales are as follows:

Bird tape	\$ 240
Plants	\$15,952
<b>Total</b>	<b>\$16,192</b>

There was a glitch in the processing of the OFNC's Articles of Amendment by the Government of Ontario. Our new name was not included in the updated articles. That has been fixed, at no cost to the Club.

#### 6. Issues for Discussion

- a) Replacement of pond bridge at FWG – Ted and Diane advised that the bridge needs urgent replacement. OFNC will be responsible for the work, but AAFC will specify what can be done. It was agreed that a composite material, which will last much longer than wood, should be used. **Ted will contact AAFC** and they will then seek quotes.  
**Moved** by Ken Young, seconded by Annie Bélair, that the rules set out in the Policy on Unbudgeted Expenditure be suspended with respect to the replacement of the Fletcher Wildlife Garden pond bridge. **CARRIED**  
**Moved** by Ted Farnworth, seconded by Gord Robertson, that up to \$25,000 be allocated for replacement of the Fletcher Wildlife Garden pond bridge. **CARRIED**  
**Moved** by Ann MacKenzie, seconded by Catherine Hessian, that Ted Farnworth be authorised to sign a contract on behalf of OFNC for the construction of a replacement bridge at the Fletcher Wildlife Garden provided that: a) the request is circulated to the Board of Directors as soon as practicable with a response date stipulated; b) a majority of the directors responding to the request indicate their support for the communication by email prior to the indicated deadline; and c) any communication signed and any relevant discussion be noted in the minutes of the subsequent Board of Directors meeting as having occurred. **CARRIED**  
 Ted proposed that an ad-hoc committee, comprising himself, Gord and Diane be created to manage the bridge replacement.
- b) Gananoque Lake Nature Reserve property acquisition (Ontario Nature) – Jakob reminded the Board that OFNC contributed to the original purchase of the property. There is now an opportunity to add an adjacent property valued at \$460,000. Half the total value has been cleared and OFNC is being asked to contribute. The Conservation Committee feels that property is worthy of protection.  
**Moved** by Gord Robertson, seconded by Kerri Keith, that OFNC donate \$10,000 towards the purchase of land adjacent to the Gananoque Lake Nature Reserve.  
 The motion will be voted on in September.

- c) Review of Committee materials stored at FWG – Committee Chairs were asked to review materials stored at the RC after the meeting with a view to rationalising these materials and freeing up storage space.

## 7. Committee Updates

- a) Awards – Eleanor: nil to report
- b) Birds – Derek: nil to report
- c) Conservation – Owen reported that they had carried out a bioinventory at McAlpine Forever Forest near Vankleek Hill and also visited a private property near Kingston. Owen reminded the Board that they had previously been asked to look at Riverwood Park, a high quality habitat natural area at the corner of Riverside Rd and Hunt Club. This area is threatened by a new housing development proposal. Although the area won't be built on, the developers plan to use it during construction for access and to route infrastructure, etc. Owen's findings included a very large old yellow birch, a peachleaf willow and a butternut insignificantly affected by canker. The birch and the willow were misidentified in the environmental assessment commissioned by the developers and the butternut was reported to be significantly diseased. When challenged, the environmental assessors stood by their assessment. Owen attended a community meeting at which Councillor Brockington was present. The Councillor expressed interest in establishing whether the developer's environmental assessment is accurate.  
**Moved** by Owen Clarkin, seconded by Gord Robertson, that OFNC provide financial support up to \$5,000 to the Hunt Club Community Association to have an independent environmental assessment of Riverwood Park carried out.  
The motion will be voted on in September unless the assessment is required before then.  
**Moved** by Derek Dunnett, seconded by Eleanor Zurbrigg, that the rules set out in the Policy on Unbudgeted Expenditure be suspended with respect to providing financial support up to \$5,000 to the Hunt Club Community Association to have an independent environmental assessment of Riverwood Park carried out in the event that the assessment is required before September. **CARRIED**
- d) Education & Publicity – Gord reported that he gave a tour of FWG on June 5 to the 178<sup>th</sup> Nepean Embers
- e) Events – Diane reported that Greg Lutick and Adrienne Jex will be taking over monthly meeting liaison with City View UC in October.
- f) Finance – Further to an email circulation, Ann reminded the committee chairs of the need to provide her with budget estimates by the beginning of August in order that she can present a budget proposal in September.

- g) Fletcher Wildlife Garden – Ted reported that the “Ottawa Turtle Team” (headed by Dave Seburn) had approached FWG last year to recruit volunteers to identify turtle nests. Four nests had been located and protected at FWG.  
The backyard bird feeder is to be moved to a position along the access road to the RC. Backyard garden volunteers have complained that the feeder is messy and attracts rodents. There have also been occasions when photographers have been inconsiderate, and even verbally abusive, towards volunteers.  
An episode of vandalism had occurred - riverstone from the pathway had been thrown onto the grass.  
There had been a visit from an AAFC official who advised that the RC does not adhere to fire code.
- h) Macoun Club – Susan reported that two compound microscopes had been donated by Brett Stevens. These would be available to other OFNC groups if required.  
The year end party will be held on Saturday, June 22.  
As previously proposed, Little Bear has gone to colour printing.  
The Club has held 33 meetings and outings in the year 2023/2024.
- i) Membership – Kerri: nil to report
- j) Ontario Nature – Jakob reported that the next ON meeting is on October 21, the same date as the October OFNC BoD meeting.
- k) Publications – Jessica had circulated the following report regarding concerns about the publication costs of CFN:

“To address the Board’s concerns regarding CFN’s long-term financial health, the committee will **increase subscription rates, effective volume 139**. See table below for revised rates.

**Table 1. Revised subscription rates, effective volume 139. New rates are in bold, old rates are in the first set of parentheses, and the percentage increase is in the second set of parentheses. Rates include postage.**

<b>Subscriber category</b>	<b>Online only</b>	<b>Print only</b>	<b>Online + Print</b>
OFNC members	na	<b>50</b> (30) (67%)	na
Individual - Canada	50	<b>70</b> (50) (40%)	<b>80</b> (60) (33%)
Individual - outside Canada	50	<b>90</b> (60) (50%)	<b>100</b> (70) (43%)
Student	20	na	na
Institutions & Libraries - Canada	<b>140</b> (120) (0)	<b>150</b> (120) (25%)	<b>220</b> (180) (22%)

Institutions & Libraries - outside Canada	<b>140</b> (12 0)	<b>170</b> (130) (31%)	<b>240</b> (190) (26%)
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At the May meeting, the committee also discussed the other proposed cost-cutting measures from previous meetings: **decreasing the number of issues** per volume, **extending payroll duration** for the journal's archives, and moving to **online-only**. The committee decided to maintain the status quo for now regarding these ideas."

Jessica invited email feedback from the Board on the rate changes.

Jessica also circulated the following notes from Dwayne:

**"137(3)**

- at the printers; print galleys courier back to Gilmore last Wednesday, 12 June
- print run 225 copies
- Eleanor should get ready for mailing
- issue posted online 31 May
- we were ready to post 137(3) online on 30 May, but we received an urgent request by an author to postpone publication of a 14 page article because of a "fairly major discrepancy in the paper, and along with a niggling concern I have had for a few weeks" so "we need to postpone publishing the paper for the time being, until we can clear these up" (A. Mooers pers. comm.).
- scramble to recreate / repaginate the entire issue
- this was the manuscript for which there was to be an accompanying media event planned at Simon Fraser University; Dwayne also made an announcement at the May COSEWIC meeting of its anticipated publication because it is COSEWIC related
- luckily, the files hadn't yet been sent to Gilmore because if they had, there is a charge for each page that would need to be replaced
- instead of 132 journal pages, 137(3) is only 118 pages long
- Editor's synopsis drafted [today](#) and being reviewed in anticipation of posting on OFNC website
- an interesting outcome of 137(3) is that three of the authors requested reprints to be made of their articles
- reprints are paper copies of manuscripts published in the printed journal
- before online publishing, reprints were typically requested by the author who then had something to mail to others who asked for a physical copy of the article
- there even used to be paper reprint request cards, that graduate students (and others) sent as they began creating (or continued creating) their own science libraries

- it was always an honour to receive such a reprint request because it meant someone else was interested in your published study
- Dwayne still has a few reprints from the first article he published in CFN back in 1990
- the requests for reprints are part of the author order/transfer of copyright form
- we send these requests to Gilmore, which prints and then mails the reprints to the requester
- the cost of the reprints, while modest, is less than the actual cost of printing and mailing
- thus, OFNC makes a bit of money with the physical paper reprints: "\$616.88 for reprints of the 4 articles, for a profit of \$390.88" (K. Young pers. comm.)

### **137(4)**

- one galley (7 journal pages) has been produced so far
- 14 pages of the delayed manuscript is expected to be published in 137(4), with the number and magnitude of changes from the version that was just about to be published still to be determined
- the copyedits on one manuscript are being reviewed by the author, although he is currently in the field with limited internet access
- 2 other manuscripts have been sent for formal copyediting but have not yet returned
- 2 other manuscripts are or nearly are ready for formal copyediting
- Dwayne sent 1 manuscript for final opinion by the assigned Associate Editor before he accepts the revision
- the Editors' Report for 136 is being drafted
- an Index for 137 will be written and published in 137(4)
- 9 Book Reviews from Jess are being reviewed by Amanda and Dwayne as is the list of New Titles
- Dwayne produced a summary of the number (and %) of journal pages per issue that have been published as Book Reviews/New Titles since volume 132 (from 2018) to help gauge how many Book Reviews could be published in 137(4) – don't want to overwhelm each CFN issue with too many, non-paying pages of Book Reviews and New Titles

### **Other manuscripts in the process (as of noon 17 June 2024)**

- 9 revisions of manuscripts have been received
- 31 manuscripts are undergoing revision after the initial Editor-in-Chief decision was made
- peer-review and Associate Editor's recommendation completed on 5 manuscripts and are awaiting Dwayne initial decision
- 1 manuscript declined last week; another manuscript declined end of May

- 14 manuscripts are undergoing initial peer review
- reviewers on 1 manuscript have yet to be requested by an Associate Editor
- Dwayne has yet to assign Associate Editors' on 2 manuscripts; one of these submitted in January but it was incomplete/not acceptable as submitted; the author has not responded to multiple requests to fix it
- only 13 submissions or inquiries about submissions so far this year
- in comparison:

2020: 63 submissions or inquiries

2021: 46 (including 11 for the Special Issue)

2022: 47 (including 1 for the Special Issue)

2023: 47"

Annie reported that the next issue of T&L is at the printers. It will be on glossy paper. Annie invited feedback on the change.

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

**“Financials**

- Donations YTD: \$6,500, majority in the last 2 weeks with all the recent media coverage (target YTD: \$7,000)

**Volunteers**

- Better Impact software renews in July - need to ensure our numbers of active & inactive volunteers do not exceed the threshold which would cause our fees to increase to the next level
- Will do follow-up with inactive members via email and remove/make inactive yearly
- Try to add a 'be kind' message to phone system and guidance for dealing with difficult callers
- New volunteers – agreed to limit volunteers to 18 yrs of age and older, unless the adult/parent is a volunteer and wishes to bring their child along – waiver is clear; will review website and online applications need updating

**Migration & Patrolling:**

- Very slow season locally however confirmed with other organizations that they also experienced the same - suspected contributing factors may have been last year's wildfires and weather patterns
- Migration can start winding down for the summer months - ensure data is entered and freezer birds arranged for drop off
- 2023 data still being cleaned and merged

**Rehab and Ducklings:**

- Slow on rehab front - a couple species at risk (Whippoorwill, Tree Swallow and 2 Woodcocks)
- 41 ducklings to date- first influx usually around May followed by a 2nd at the end of June

**Social Media & Website**

- Resolving some issues with alert mails

- Working on a SW infographic decision tree on how to deal with baby birds, for treatment of volunteers & to respond for posts of birds needing rehab
- Online collision report updated with some logic for ease of use on addresses and will work on species lists and web update
- 2 new volunteers working on SM.
- **Advocacy – meetings start back up in July**
- ECCC and MBA - 2 additional cities have started making reports in addition to SWO – will connect for an update
- Awaiting updates on if Ottawa City Council will implement the High Performance Development Standards (they are waiting for the province to implement a new building code before they vote)
- Carleton University research - study is almost complete
- **Upcoming Events:**
- June 5: Department of Finance/TBS EnviroFair was well attended and rescued a chickadee window collision
- June 15 - Carp Farmers Market
- Second Hand Stories: chicken rescue. Out of town in Rideau Lakes area – to attend we need a volunteer with a car (near Rideau Lakes)”

Janette reported that the Safe Wings website had sustained a cyber attack. The hacker(s) had altered some bird record numbers. No personal information was compromised. They have updated their system protection.

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

Secretary: Elizabeth Moore

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Upcoming Meeting Dates

September 16, 2024

October 21, 2024

November 18, 2024

December 16, 2024