

Ottawa Field Naturalists' Club – Board of Directors Meeting
Monday, June 15, 2026 – 7:00 p.m.
The Fletcher Volunteer Centre
Minutes

Chair: Owen Clarkin

Present: Jessica Sims, Elizabeth Moore, Bob Bergquist, Bev McBride, Ann MacKenzie, Susan Lehmann, Ted Farnworth, Katriina Ilves, Lisa Chamney, Annie Bélair, Gord Robertson, Jakob Mueller

Absent: Emilia Michaud, Ken Young, Janette Niwa

1. Approval of the Agenda – the Agenda was approved as circulated with the following additions under Items for Discussion:
 - Policy on Remuneration of Directors
 - Education & Publicity Committee Terms of Reference
 - Patron
 - Awards Night
2. Acceptance of Minutes from May 18, 2026 BOD meeting
Moved by Elizabeth Moore, seconded by Bev McBride, that the Minutes of the May 18, 2026 Meeting be accepted. **CARRIED**
3. Business arising from the minutes
 - a) Dedicated Club email addresses - Jess has put together a list of the email addresses that will be entered into the new system and the individuals responsible for them. It was emphasised that these email addresses must be monitored by these individuals. The lists still need to be finalised with Sandra Garland. Susan suggested that the Macoun Club may prefer to keep using personal emails.
The desirability of finding a dedicated communications volunteer was again raised.
4. Communications

Bev reported that the *National Bird of Canada Act* has passed its third reading in the Senate and has been sent to the House of Commons for consideration. This proposed legislation aims to officially designate the **Canada jay** (*Perisoreus canadensis*) as Canada's national bird.
It was reported that John Sankey had passed away.
5. Treasurer's Report – Ken had circulated the following report by email:

Current Financial Processing

No issues

Fletcher Wildlife Garden Plant Sale

The plant sale had another very successful year. The revenue has become a welcome gift of spring to the Club's finances. There may be additional revenues, but the following is a current summary:

These revenues and expenses will appear in the Fletcher Wildlife Garden Fund in this year's financial statements.

Fletcher Wildlife Garden Plant Sale 2026 Summary	
Revenue	
Plants	19,785
Donations	35
Total Revenue	19,820
Expenses	1,888
Net Revenue	17,932

Pelee Trip

All the revenues and expenses of this year's trip to Point Pelee have been received and paid. The result is a large surplus.

I extend my thanks to the organizer, Martha Farkas, for handling the purchase of goods and services, and dealing with financial issues involving participants as they arose. Martha kept costs as low as possible; she ferreted out refunds and discounts wherever possible. Here is a summary — another welcome addition to the Club's finances:

Pelee Trip 2026 Financial Summary	
Item	Amount
Revenue	48,375.00
Expenses	
Accommodation	25,864.61
Bus	10,085.25
Park admissions	966.71
Incidentals	84.42
Total expenses	37,000.99
Net revenue	11,374.01

6. Issues for Discussion

a) Policy on Payment to Directors

Ann MacKenzie had distributed the draft of this policy to the directors a week in advance of the meeting. She explained that it was a complex policy that had been reviewed by our lawyer and reflects her advice. It is designed to be consistent with the requirements of ONCA (Ontario Not-for-Profit Corporations Act) and based on the direction of the Ontario government document 'Public Guardian and Trustee – Payments to Directors'.

Moved by Ann MacKenzie, seconded by Bob Bergquist, that the Policy on Payment to Directors be approved. **CARRIED**

b) Awards Committee Terms of Reference

Bev had circulated an email asking that the Board consider accepting the removal of a clause from the Committee's mandate, namely "to recommend members of the Club for awards offered by other organizations". The Committee has not done this in recent memory and currently feels that it does not have the capacity to do so. This would not preclude individuals making such a recommendation. The Board agreed with the Committee's suggestion. The Committee will now prepare revised Terms of Reference.

c) Education & Publicity Committee Terms of Reference – Gord had circulated updated Terms of Reference

Moved by Gord Robertson, seconded by Ted Farnworth, that the updated Terms of Reference of the Education & Publicity Committee be accepted.

Amendment: it was moved and seconded to include social media responsibility in the Committee's Terms of Reference.

CARRIED

d) Conservation Authorities' changes (monthly meeting) & Citizen Science – at the last monthly meeting, an illuminating talk had been given by a representative of an Ontario Conservation Authority (CA). They outlined the restrictions that have been placed on CAs by the provincial government with respect to ecological concerns and the increasing constraints that will result from the upcoming amalgamation into regional CAs. The increasing importance of citizen science in protecting the environment was emphasised.

e) Patron – Jakob had attended an event at Rideau Hall at which the outgoing Governor General, Mary Simon, had thanked all the organizations that had contributed to her mandate. Jakob had thanked Mary Simon for making nature a part of her mandate. The Club will now submit a request to the new Governor General, the Honourable Louise Arbour, to continue receiving patronage. Jakob will discuss the process with Owen.

f) Awards night – Jess thanked Ann for creating a summary of points that had been made during the meeting that had been held to discuss Awards Night. The Board agreed that Jess should invite Shawna to be co-ordinator next year.

7. Committee Updates

a) Awards – see item 6b) above

b) Birds – Emilia had circulated the following report by email:

“The Birds Committee is now on summer break. Some of us are meeting for a Birding and Brunch outing [tomorrow](#). I won't be able to go since I'll be on my way to Gaspé.

In terms of our latest activities:

- We continue to pursue access to the Shirley's Bay causeway.
- We organized a tour of the Innis Point Bird Observatory. The IPBO no longer does Spring Banding, but they will give a tour of the facility and will show people how banding is done.
- We continue to work with Amy on the Birding section of the OFNC website. She is making updates and Lorraine is making sure the content is up to date and correct. This will look a lot better once completed.
- We are going to organize another Bird Song ID course focused on hard to tell apart birds, for Spring 2027.
- We will also look for more events or activities we can organize for the OFNC membership.

Our next meeting is August 24.”

- c) Conservation – Jakob reported that they are helping with an inventory of the Leitrim Wetland because two new parcels of land have been acquired. Owen and a small group visited Bethany Armstrong's property and believe they have found a previously undescribed insect larva. They are also aware of an undescribed gall but are waiting for a fresh specimen.
- d) Education & Publicity – Gord reported that they are attending a number of upcoming events. They are wondering whether OFNC would be interested in sponsoring youth other than those applying through the Club to attend the Ontario Nature Youth Summit. It was felt that we should reconsider this next year.
- e) Events – Owen reported that they have been very busy with lots of events, particularly the Pelee trip.
- f) Finance – Ann had circulated the following report by email:

“The Finance Committee met on May 21st. At this meeting the Policy on Payments to Directors was finalized. This has been sent to the Board under separate cover. Accompanying this Policy is our recommendation that Annie Belair receive payment for her role as Editor, T&L. All the details and necessary steps were worked out and are outlined in the separate set of documents sent to the Board.

The committee also reviewed the fiscal situation of the club but there was nothing that needed further discussion. The budget process will be undertaken as usual. Committee chairs will receive an email to start the process.

Several ideas and approaches were put forward regarding the need to replace the Treasurer when Ken Young steps down in January 2027. There are not any easy answers, and this

issue will require considerably more discussion by the committee and by the Board over the next few months.”

- g) Fletcher Wildlife Garden – Ted reported that FWG is up and running with a full complement of volunteers. They have had three groups of volunteers come in, half of whom haven’t been before so it was a useful opportunity to promote FWG and OFNC. This weekend, they will be hosting Pollinator Appreciation Day.
- h) Macoun Club – Susan reported that they had had their year end party. Little Bear has gone out. Susan thanked Katriina for the events that she had put on for the Club.
- i) Membership – Lisa: nil to report
- j) Ontario Nature - Owen and Jakob had both attended the 95th ON AGM. ON is working on a new strategic plan as they approach their centenary. The importance of ON under the current political climate was emphasised. It was noted that ON charge for inventories that they do and the idea that OFNC might do this also was raised.
- k) Publications – Jess had circulated the following report by email:

“CFN:

Issue 139(2) is now mostly online! Check it out here: <https://www.canadianfieldnaturalist.ca/index.php/cfn>

This issue’s feature article is “The freshwater mussel assemblage of the Mississagi River, Ontario: a stronghold for the federally endangered Hickorynut”.

Book Reviews and New Titles have also been posted.

General

I have circulated the current “Terms of Reference” for the committee among members and should have an updated version soon. No major changes so far.”

Dwayne had circulated the following report by email:

“139(2) April–June 2026

- 88 journal pages, most of which have already been posted, including the cover picture of a Green Frog
- galleys yet to be posted: News and Comment, 2026 draft ABM minutes, committee reports, and awards notices
- full cover galley (front, back, insides) still to be produced
- will retain Governor General Mary Simon as the patron but patron will be blank for the next issue unless a new patronage announcement will be received but the time 139(3) is published
- will have the 2026 Honorary Members and Board of Directors on the inside front cover
- six manuscripts (ms):
 - mussel community in Mississagi River (flows into Lake Huron);
 - Purple-striped Jellyfish off the Pacific coast (new species to Canada);
 - introduced alien terrestrial flatworm in New Brunswick;
 - flying squirrel pilfering of red squirrel middens in BC;
 - arbuscular mycorrhizal fungi in saltmarsh cordgrasses in Nova Scotia;
 - amphibians in the experimental lakes area of Ontario.

- tremendous amount of time was required to reformat and then layout and revise the galley for the committee reports
- major problem was with the figures
- the committee reports prepared for the ABM were formatted to fit a 8.5 x 11 inch typical page, but the CFN journal page is much narrower and smaller and is printed in two columns
- the provided figures (they look nice in full colour) were formatted to fit a 2-column table on a 8.5 x 11 inch page, with the “caption” in one column and the figure in the other
- had to remove the figures and their captions from the tables and place them in the text
- had to add references to the figures in the text i.e., “(Figure 1)” and then write an appropriate caption i.e., “**Figure 1.** Black-backed Woodpecker. Photo: Safe Wings volunteer monitoring buildings.”
- had to then slightly edit the original caption (that was originally in the table) so it would make sense in the main text

139(3) July–Sept 2025

- one ms (proposed Important Plant Area in the Roseberry Lake Biosphere in Saskatchewan) delayed at copyediting so will be in 139(3)
- one ms ready for formal copyediting (Coyotes in NW Arctic)
- one ms accepted (BC alpine mushrooms) but sent back to AU for tweaks before ready for copyediting
- issue should include the Editors’ Report for volume 138

Other manuscripts in the process (from farthest along in the process to just beginning)

- two AU revisions have been reviewed and Dwayne sent them back for further Associate Editor (AE) opinions
- 17 AU revisions have been received, 2 of which the assigned AE concludes are ready to be accepted for publication and are awaiting Dwayne’s review and final decision
- 20 being revised by AUs (since EiC decision January 2024) some of which will probably not be revised
- AE recommendation from initial peer review has been received on 1 ms and Dwayne is still editing in anticipation of the initial decision; it needed to be extensively re-organized and the AE was too busy to immediately take on the task
- 12 ms under initial peer review including a resubmission of an early submission that required major revision/resubmission
- 2 ms have been assigned AEs but they haven’t yet sent them to potential reviewers
- I have yet to assign myself to a submission because of the subject matter (Zebra Mussels in the Saint John River, NB)
- 19 submissions received so far in 2026, including two that were just initial inquiries as to their suitability for CFN
- by the same time last year only 11 had been received so submissions seem to be increasing

Additional Tidbits

- no progress on thematic collection by Amanda and Dwayne
- Dwayne’s priority was to get 139(2) published
- did have a dinner meeting with layout person Robert, who stopped in Banff on the way further east and is heading back to his home in Kamloops today”

Annie reported that the next issue of T&L (64 pages) is at the printers.

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

- “The major part of the spring migration and patrolling is over, so we're only going out occasionally now
- We have a couple events coming up - Pollinator Day this Saturday, one at the Cumberland Museum, another one at the Parkdale market
- Our advocacy work continues.”

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

Recording Secretary: Elizabeth Moore

Upcoming Meeting Dates

September 21, 2026

October 19, 2026

November 16, 2026

December 21, 2026 (TBC – Christmas week)