

Landscape Ontario Horticultural Trades Association
Annual General Meeting – Wednesday, January 8, 2020 @ 8:00 a.m.
@ Delta Airport Hotel (Ballroom C) Toronto, ON

A G E N D A

- 1) President’s Call to Order and Remarks Warren Patterson
- Welcome to the 46th Annual General Meeting
 - Please rise for the playing of the National Anthem 00
 - Please remain standing for a minute of silence to remember those members who have passed away this year

- 2) Introduction of Head Table Warren Patterson
- Executive Board:**

President	Warren Patterson
Past President	Paul Brydges
1 st Vice President	Dave Wright
2 nd Vice President	Lindsay Drake Nightingale
Treasurer	Ed Hansen

Members at Large 2019

Member-at-Large	Jeff Olsen
Member-at Large	Blake Tubby

Chapter Board Representative 2019

Durham	Christopher Muller
Georgian Lakelands	Margot Byer
Golden Horseshoe	Tim Cruickshank
London	Pam Cook
Ottawa	Lindsey Ross
Toronto	Jon Durzi
Upper Canada	Terry Childs
Waterloo	Jason Dietrich
Windsor	Jay Terryberry

Industry Sector Group Representatives 2019

Designers	Kelly Keates
Garden Centre	Michael Van Dongen
Grounds Management	Brad Paton
Growers	Andrew Barbour
Irrigation	Steve Macartney
Landscape Contractors	Peter Guinane
Lighting	Jamie Riddell
Snow & Ice	Mark Humphries
Turfgrass Mgmt.....	Alan White

AGM Agenda (Jan 8, 2020)

I would like to acknowledge the Past Presidents of Landscape Ontario. They made a foundation for the success of the Association. The legacy of their continued support is appreciated.

1973	Glenn Peister
1974	(Honourable Mention)	Casey Van Maris
1975	Marc Thiebaud
1976	Gord Shuttleworth
1977	John Van Staveren
1978	Gord Shuttleworth
1979	Karl Stensson
1980	Frank Kearney
1981	Barry Benjamin
1982	Harold Deenen
1983	Jim McCracken
1984	(Honourable Mention).....	Doug Taylor
1985	Bob Allen
1986	(Honourable Mention).....	Peter Olsen
1987	Monica Van Maris
1988, 1989	Neil Vanderkruk
1990, 1991, 1992	John Peets
1993	Linda Sheely/Frans Peters
1994, 1995	Frans Peters
1996, 1997	(Honourable Mention).....	Paul Olsen
1998, 1999	David Turnbull
2000, 2001	Joan Johnston
2002, 2003	Nick Solty
2004, 2005	Gerald Boot
2006, 2007	Bob Tubby
2008, 2009	Bob Adams
2010, 2011	Tom Intven
2012, 2013	Phil Charal
2014, 2015	Dave Braun
2016, 2017	Paul Brydges
2018, 2019	Warren Patterson

Honorary Life Members “are distinguished individuals of outstanding accomplishment or contribution to the Horticultural Profession or the Association. I invite those members present to stand for acknowledgement.

- o Burke McNeill (Honorable mention)
- o Neil Vanderkruk (Honorable mention)
- o Marc Thiebaud
- o Karl Stensson
- o Monica Van Maris
- o Casey van Maris (honorable mention)

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- o Harold Deenen
- o Paul Olsen (honorable mention)
- o John Wright (Honorable Mention)
- o Hank Gelderman
- o Gerald Boot
- o Gord Shuttleworth
- o Bob Tubby
- o Mark Cullen
- o Bob Allen
- o Jim Bauer

3) Recognition of Landscape Ontario’s Milestone Membership

This morning we are recognizing a significant milestone, there are 20 companies celebrating 25 years plus and 41 companies celebrating 10 years as members of Landscape Ontario. Not only have these companies supported the Association but have been enormous contributors to the Horticultural Profession.

Would representatives from the companies who are present please stand and be acknowledged for your dedication and contribution to the Association and the Horticultural profession.

Landscape Ontario Certification Program is important to the industry. Would all members who have received certification, who have participated in the Apprenticeship Program please stand and be recognized.

4) CNLA Report Paul Brydges

- Alan and Paul have been sharing the role this past year
- A lot going on at CNLA, highlights include:
 - o As of late December CNLA has purchased Communities in Bloom, Rene Thiebault has been a huge help in doing this.
 - o Blended board of CNLA members and Communities In Bloom members.
 - o Use CIB as public outreach for green initiatives to bring CNLA and landscape standard into the public eye
 - o Green Cities Foundation is back under CNLA. Working towards the first project in Hamilton, ON and are hoping to break ground in the spring
 - o Looking at ways the foundation can bring members into the public eye and give back
 - o The Garden Council of Canada is now working directly with CNLA. Michel Gautier is working on this and working on funding
 - o Re-branding certification – new programs ready to launch soon
 - o 2022 Rene Thiebault working on celebrating CNLA’s 100th anniversary
 - o National gardens in Ottawa have just received funding so that project will be developed in the near future

5) Procedural Announcements Warren Patterson

- If a vote is required on any issue - Sally Harvey & Denis Flanagan have been assigned to be scrutineers.

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- You received 3 coloured voting ballots in the package given to members as they signed-in for the meeting.
- Only Active and Honorary Life members get to vote
- At this time we required Confirmation of a Quorum: In accordance with By-law No 1, Article 11, Section 1, there must be 35 Active or Interim members present to hold a meeting. Quorum was confirmed by Denis Flanagan of the membership department.

Quorum confirmed: YES

- 6) Additions to Agenda Warren Patterson
- In your package you received a copy of the agenda.
 - At this time, I would ask if anyone has anything to add to the agenda under New Business.
 - No new items received

MOTION #1: TO APPROVE THE AGENDA FOR THE JANUARY 8, 2020 ANNUAL GENERAL MEETING AS PRESENTED.

Motion by: Margot Byers Ladybird Garden Design
(name) (company)

Motion seconded by: Terry Childs Nature’s Way Landscaping
(name) (company)

Motion Carried

- 7) Acceptance of Minutes from AGM, January 9, 2019 Warren Patterson
- MOTION: TO ACCEPT THE MINUTES OF THE JANUARY 9, 2019 AGM AS PRESENTED**

Motion by: Alan White Turf Systems Inc
(name) (company)

Motion seconded by: Dave Wright Wright Landscape Services
(name) (company)

Motion Carried

- 8) Business arising from the January 9, 2019 AGM Minutes Warren Patterson
- NO NEW BUSINESS FROM THE 2019 AGM MINUTES

9) Reports:

- a) President’s Report Warren Patterson
- Last year presented the outcomes of the strategic planning process
 - 5 pillars identified:
 - Youth and new Canadians
 - Career (hiring pool, apprenticeship, employee recruitment/retention)
 - Education (bringing the training to our members)

- Marketing and communication (communicating with out stakeholders in a modern and comprehensive way)
- Technology (audit and update)
- Marketing & Communication
 - 350k grant. Danielle Olsen hired (former senior policy advisor at Ministry of Education). Conducted a feasibility study for which the outcome was a pilot for new Canadian women into the profession and a winter work-share program
 - 1.5 million dollars in application for grants for these programs
 - Ottawa pilot for new Canadian women. LO will train these women who will be deployed by a government employment agency. Attract talent, train, deployed into the workforce to show they can be trained within the profession.
 - Career hub: winter workshare to start in 2021. Employee training bootcamp on snow and ice management techniques. Staff are then deployed to member companies. Can be redirected to other companies for summer if winter company does not have a role for them.
 - Developing key performance indicators to monitor these programs
 - Working on an Employers of Choice program. It will be hosted as an Awards program. Program will be launched in February 2020. It will encourage companies to improve their practices especially in the HR department.
 - Education committee: assessment of the types of partnerships.
 - Assessment on digital delivery of education programming
 - Technology committee: had an audit, disappointed with the results. Good assessment of our needs but now reviewing what direction we should be taking before making decisions on what technologies we need to best service the membership journey and deliver services. Decisions that are made on this will have long term impacts.
 - Happy with how the staff engaged with these committees
 - 2 other committees that came out of strategic planning:
 - Name Review Committee - The committee will review Landscape Ontario's name and make a determination if it should be changed
 - The Strategic Plan goal is to encourage 80% of eligible landscape companies to become members of Landscape Ontario. . How do we get these companies engaged on a journey to professionalism? Membership committee formed to define this journey and revise categories that reflect this.
- MEMBERSHIP Committee is recommending changes to our membership categories as follows:
 - Interim members that have been in business for at least 1 year, after 3 years become active members, the end of their journey
 - Introductory membership: low cost, low barrier to entry for a 1 year period. Tool to get companies in the door. No logo use.
 - Member: no time constraints to join (removes the 1 year barrier) to help new companies to survive their difficult first year. Use of logo and website listing and CNLA programs

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- After 2 years and clearing a few small hurdles they become a PROFESSIONAL MEMBER; needs a copy of health and safety plan, 2 years in business and 8 hours of continuing professional development
- 10% of staff need a professional certification or , a member of LO for 5 consecutive years, proof of ongoing professional development and continuing education to become a CERTIFIED PROFESSIONAL MEMBER
- Sole proprietor: 1.5 full time equivalent employees or less
- Individual membership: replaces horticultural membership. Automatically conferred to all employees of a member company and gives member pricing on education opportunities.
- Associate, chapter associate, Media, educator and student members stay the same
- o The Detailed Changes can be found at this link:
<https://horttrades.com/membership-categories>

Motion: To revise the bylaws as proposed to allow for the membership to be divided into 9 classes

All in favour...motion passed

- o Jamie Riddell: Blake Tubby

- o Discussion:

Q: Nathan Helder: are the criteria changes part of the motion?

A: Yes, these changes are in the bylaws.

Q: Who will develop the criteria for “Professional Member?”

A: The sector groups will help to define what is acceptable certification

Q: Who will monitor this?

A: Regulations still need to be developed

Peter Vanderly:

Q: Once you determine 10% of staff, if you don’t achieve that, then you stay as a professional member?

A: yes. If you have 10 staff, 1 needs to hold an approved certification. Designed to be a part way step to the CNLA accredited company

Q: Teresa Matamoros: re: sole proprietorship?

Where does that fit in?

A: Sole proprietor is a modifier status that can be applied to any of these member types for companies with 1.5 or less full time employees. Prices to be determined but will be a reduced fee from the current member price

Q: Hank Gelderman: what if the company goes below 10%?

A: There will be a transition period, but the company would defer back to be a professional member

Q: Paul Barker: Do we have a criteria defining a full time employee?

A: 2000 hours per year

Q: Rene Thiebault (OGS): Will there be grandfathering for companies that have been long standing members of LO?

A: There will be a transition period to include grandfathering and enough time for companies to achieve this

Q: Bob Allen: What if employees don’t work 2000 hours.

A: 2 full time or equivalent employees 1500 hours or equivalent (2000 of combined work hours, can be combined from all employees. Add up hours of all employees and divide by 2000).

Q: Margot Byers: assuming this gets passed, how quickly will this be rolled out?

A: Quickest thing to be rolled out will be introductory but the time frame for roll-out and process changes has not yet been determined – wanted to wait until this was approved before the timeline was determined. Introductory member a low risk proposition. Certified professional is a new category and will take longer to establish this transition period and make it clear to members. Needed approval from the members before the implementation plan is set. The key here is the journey to engage members earlier in their careers.

- b) Executive Director’s Report Tony DiGiovanni
- Each year staff selects a word. Last year that word was renewal. This year the work is “Opportunity”. In our renewal year (2019) we had a new strategic plan, a new building, a new website, social media initiatives, new equity partner, new congress features, membership recruitment, apprenticeship, youth engagement, billing system, consumer e-marketing and more. Our values and principles remain unchanged, firmly focused on enhancing professionalism. Our aim is to bring together like minded individuals focused on advancing the profession.
 - Strategic plan focusing our staff and committee projects
 - We are exploring the development of a hiring hall mandate. This will directly assist members with their employee shortages.
 - We have introduced an Employer of Choice awards
 - Our Technology Committee have chosen new software to operate and streamline association processes
 - Labour/recruitment and retention remain a challenge. Many members cannot find employees. Labour shortage is a barrier to the growth of the future of the profession. Will remain a priority for the association
 - Profitability: need to be charging more for our services and convince the public that our services are more valuable than they think they are. Short and long term strategies being developed.
 - Insurance: Companies are struggling to get insurance or their insurance premiums have increased astronomically. An emergency meeting will be held Thursday, January 9 at 1:00 p.m. Snow & ice group have been working on this issue for a long time, but a solution needs to be determined quickly to help members. Encouraging members to use our standard contract to help protect themselves. Support of Norm Miller, MPP who has put forward Bill 118 calling for the statute of limitations to be reduced from 2 years to 10 days for slip and fall claims. This is based on the existing policy held by municipalities. Snow and ice group was responsible for getting the statute reduced from 7 years to 2 years. We need your help talking to your MPP to get support for Bill 118. Sample letter is available. Government relations firm has also been hired. We are adopting what the state of New Hampshire program has done with their snow-pro accreditation program. The Smart About Salt Accreditation Program will be our model to reduce liability.
 - Need to be better at documentation. Snow sector group has developed the snow and ice operations risk management guidelines with Marsh Canada as a self-auditing tool to develop processes
 - Box Tree Moth: found by hobbyists in Etobicoke. Raised money for free-spraying services for these areas. Staff hired to scout and monitor the pest.
 - New building: we are in! world class facility. Next step is the landscape master plan.

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- Revamped landscapetrades.com website and landscape trades e-newsletter as well as podcasts.
- Soon will be amalgamating the trade and consumer websites into one landscapentario.com. will be announced very soon.
- PeertoPeer Network: 70 people at this week’s session, record attendance!
- Ontario Landscape Tree Planting Guide: developed in partnership with Vineland to create a 95 page guide. Available for free.
- HoH Living Tribute: continuing to grow. 117,000 trees to honour the sacrifice of our fallen soldiers along the highway of heroes. Increase government funding.
- Kathleen’s retirement.
- Warren Patterson: served our association very well as president for the last 2 years. Represents members, great listener, great leader, trusting, mentor, committed to professional development and education. On Warren's watch, the association has prospered.
- Paul Brydges: our outgoing past president will continue to represent us on the CNLA board. Helping members see themselves through the lens of the word “profession” rather than industry has been his great legacy. Paul is full of Integrity. Models the values of trustworthiness and care. He was an inspirational leader. .
- Dave Wright: Can't remember when LO was not in his life. Family legacy. Dave’s theme for his presidency is “Legacy”.
- Future looks bright for the profession and organization

c) Budgets and Finance Report Ed Hansen

- Copies of the Audited Financial statements were included in the information package handed out at the door – they are part of the Annual Report which was in the December, 2019 Landscape Ontario Magazine.
- Joe Sabatino is available to answer any questions
- The association continues to do well financially. We are the envy of most other landscape associations in North America. Being in a favourable position enables our association to continue it’s vision of a prosperous professional, ethical, recognized and valued profession.

i) **Fiscal Year: September, 2018 to August, 2019 – Audited Financial Statement**
MOTION: TO ACCEPT THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR SEPTEMBER, 2018 TO AUGUST, 2019

MOTION BY: Ed Hansen - Treasurer

Motion seconded by: Paul Brydges - Brydges Landscape Architecture
(name) (company)

Motion Carried

ii) **Fiscal Year: September, 2019 to August, 2020 – Revised Budget**
MOTION: TO ACCEPT THE REVISED BUDGET FOR THE FISCAL YEAR SEPTEMBER, 2019 to AUGUST, 2020

MOTION BY: Ed Hansen - Treasurer

Motion seconded by: Blake Tubby Arbordale Landscaping
(name) (company)

Motion Carried

- iii) **Fiscal Year: September, 2019 to August, 2020 – Proposed Budget**
MOTION: TO ACCEPT THE PROPOSED BUDGET FOR FISCAL YEAR
SEPTEMBER, 2019 to AUGUST, 2020
MOTION BY: Ed Hansen - Treasurer

Motion seconded by: Terry Childs Natures Way Landscaping
(name) (company)

Motion Carried

- iv) **Appointment of Auditors:**
MOTION: TO APPROVE THE APPOINTMENT OF SMITH, CHAPPELL,
MARSH, VILANDER AS AUDITORS FOR SEPTEMBER, 2019 to AUGUST,
2020.
MOTION BY: Ed Hansen - Treasurer

Motion seconded by: Lindsay Drake Nightingale Yorkshire Garden Services
(name) (company)

Motion Carried

- d) Annual Report Presentation Warren Patterson

- The full annual report is in the December issue of Landscape Ontario Magazine – copy distributed at the door and mailed

MOTION: TO APPROVE THE 2019 LANDSCAPE ONTARIO ANNUAL REPORT
AS PRESENTED

Motion by: Dave Wright Wright Landscape Services
(name) (company)

Motion seconded by: Terry Childs Nature's Way Landscaping
(name) (company)

Vote: Carried

- 10) 2019 Directors Positions & Representation Warren Patterson
Warren announced the Board of Directors and Officers and Directors for 2019

a) Introduction of Incoming President Warren Patterson

Warren introduced Dave Wright as the new President and passes the the gavel

Dave Wright Welcome and Comments:

- Grew up in the association.
- Second generation grounds maintenance business in Waterloo region.
- Thanked everyone for trusting him with this honour.
- Theme will be “Legacy”. Defined legacy as something that is bigger than we are. It's up to us to carry on existing legacies and to build new ones. Make it bigger, make it better. Issues include unfair insurance practices, labour shortages, Landscape of home office site. Exciting 2 years. Thanked presidents before him and turned the podium over to Paul Brydges

b) Recognition of out-going President Paul Brydges

- Paul Brydges welcomed Warren Patterson into the Past President’s Club. He thanked Warren for his exemplary service and leadership.
- Warren has been a great listener and provided solutions. Has led the association to profitability through great transitions for the sale of the property and development of a new home office site.
- Welcomes Dave as president. He will carry on his dad’s legacy who was a great mentor to Paul.
- Warren’s comments:
 - Thanked the members for the opportunity to be president.
 - Came in at a pivotal time in the association needing tremendous focus. Three things 1) how to invest money 2) appropriate and controlled investment in facilities and 3) investing in our members.
 - He served as Chair of the Investment Committee with tremendous mentors before him. Legacy continues to grow and provide security for future generations.
 - Proud of the new facilities. They are a testament to the past leaders.
 - The world class facility will allow our membership to grow and will stimulate relevance. Strategic focus has provided direction and has allowed an investment in the membership.
 - Thanked the executive, board and staff.
 - Thanked Paul Brydges for his service as outgoing Past President. Members like Paul that make a difference. Thank you!

c) Introduction of Executive and Board of Directors for 2020

Executive Board:

President	Dave Wright
Past President	Warren Patterson
1 st Vice President	Lindsay Drake Nightingale
2 nd Vice President	Ed Hansen
Treasurer	Lindsey Ross

Chapter Board Representative 2020

Durham	Christopher Muller
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AGM Agenda (Jan 8, 2020)

Georgian Lakelands	Margot Byers
Golden Horseshoe	Tim Cruickshank
London	Pam Cook
Ottawa	Steve Neumann
Toronto	Jon Durzi
Upper Canada	Terry Childs
Waterloo	Jason Dietrich
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Industry Sector Group Representatives 2020

Designers	Kelly Keates
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Snow & Ice	Jon Agg
Turfgrass Mgmt.....	Alan White

- d) Election of 2 Members-at-Large to serve on the Provincial Board of Directors ... Paul Brydges
- Two Members at Large are chosen at the AGM. Last year Jeff Olsen and Blake Tubby served as Members at Large.
 - The purpose of the positions is to allow two individuals to serve on the Provincial Board of Directors without having to represent a chapter of a sector group.
 - Paul declared both positions vacant and opened the floor to nominations. Candidates must be “Active” Members of the Association.
 - Two Nominations came forward

Nominee Jeff Olsen
Nominated by: Warren Patterson
Seconded by: Paul Brydges
Accepted

Nominee Blake Tubby
Nominated by: Dave Wright
Seconded by: Terry Childs
Accepted

No other nominations came forward therefore both positions were acclaimed. Paul thanked the nominees for their continued service and contributions

- e) Indemnify all Actions of the Board of Directors for 2019 Warren Patterson

MOTION TO INDEMNIFY ALL ACTIONS OF THE BOARD OF DIRECTORS FOR SEPTEMBER, 2018 TO AUGUST, 2019 FISCAL YEAR

Motion by: Lindsay Drake Nightingale Yorkshire Garden Services
(name) (company)
Motion seconded by: Alan White Turf Management Systems
(name) (company)
Vote: Carried

11) New Business Warren Patterson

MOTION TO APPROVE THE PROPOSED CHANGES TO THE LANDSCAPE ONTARIO BY-LAWS AS PRESENTED

Motion by: Lindsey Ross Living Green Landscaping
(name) (company)
Motion seconded by: Paul Brydges Brydges Landscape Architecture
(name) (company)
Vote: Carried

12) Announcements Warren Patterson

- Warren announcement of retirement of Denis Flanagan and thanked him for his service
- He reminded everyone to visit the LO resource booth - Booth 1410 for information on Membership, Certification, Apprenticeship, Green for Life, Professional Development, Seminars, Landscape Ontario magazine, Landscape Trades magazine and Canada Blooms

13) Meeting Adjourned: