

Wells-Barkerville Community Forest Ltd.

Board Meeting (Open)

August 28, 2017 at 6:00 PM, Wells Municipal Hall

Attendance: John Massier (Board Chair); Councillor Lorraine Kozar; Paul Galliazzo, RPF; Jerritt Dupilka; Andrew Young, CAO, District of Wells

Regrets: Margaret Inoue, Ian Macdonald

Guest: Desi Cheverie, District Recreation Officer, Quesnel - Central Cariboo, FLNRO

Public Attending: None

1. CALL TO ORDER AND ADOPTION OF AGENDA

- a. The Meeting of the Wells-Barkerville Community Forest Ltd (WBCF) Board was called to order by the Chair at 6:11 PM
- b. Agenda – Moved by Andrew Young, seconded by Paul Galliazzo, that the Agenda be adopted as amended by adding: Desi Cheverie, District Recreation Officer, Quesnel - Central Cariboo, FLNRO as a delegation under Item 3; and materials in support of a verbal report for Item 5 a) concerning WBCF strategic planning.

Passed Unanimously

2. ADOPTION OF MINUTES

- a. Adoption of Minutes from June 19, 2017 Board Meeting

Moved by Lorraine Kozar, seconded by Paul Galliazzo that the minutes of the June 19 2017 Board meeting be adopted as amended as requested by Margaret Inoue (by email) to clarify her statements regarding the 2017 BCCFA Conference in Tumbler Ridge which she attended.

Passed Unanimously

3. DELEGATIONS AND PETITIONS:

- a. Desi Cheverie, District Recreation Officer, Quesnel - Central Cariboo, FLNRO

Starting at 6:20 pm, Desi Cheverie provided an overview of some of the work he has been doing with various parties in the WBCF and surrounding area.

He has been working with the Wells and Area Trails Society and others to avoid developing trails that would negatively impact the old growth management areas (OGMAs). He mentioned that West Fraser Mills (WFMs) has also been working with WATS to relocate trails outside of the

OGMAs where possible. Normally in trail development within OGMAs it is desirable to avoid removing trees.

Desi also mentioned that there are several recreational polygons in the WBCF area (for example Cornish Mountain and 9-Mile Lake) that are managed jointly by Forests Lands and Natural Resource Operations (FLNRO) with WATS, Wells Snowmobile Club, and Wells Wheels ATV Club.

He asked whether there needs to be a third party agreement for trails and trails management with the WBCF. He expressed some concern about the potential impacts timing of harvesting activities could have on snowmobiling. He did note, however, that Chris Elden with WFM has recognized that and has planned the harvesting to minimize those impacts.

Desi also noted that there is a desire to connect the Sugar Creek Loop to Hardscrabble Road to provide additional ATV trail opportunities.

WBCF Board members expressed support for the work of the trail user groups and the development of trails in consultation with FLNRO.

Desi stated that trails are ultimately managed by FLNRO; including designating the construction of future legal trails, and authorizing trail construction (Sections 56 & 57 respectively). He also stated that any industrial activity intended to take place on or over legal trails need to be authorized by FLNRO.

Desi Cheverie concluded by stating that the key thing is properly managing how the recreational uses and the industrial uses are balanced in the WBCF. He left the meeting at 6:45 pm.

4. BUSINESS ARISING FROM THE MINUTES / UNFINISHED BUSINESS:

- a. West Fraser Mill's proposed forestry plan for WBCF (Harvest Plan Map attached - verbal update)

The following comments were provided concerning WFM's proposed forestry plan (Harvest Plan) for the WBCF from Chris Elden of WFM by email to John Massier on August 25, 2017 (quoted below):

"As far as activities and feedback goes there are several.

No more comments received from First Nations.

I met with a group of 4 members of the public regarding the log[ging] plan. They had a couple of requests.

1. *The trees in the old strip cut along the 2200 Road are big ones and a nice place to drive people to show so they asked if some of the planned blocks could be changed to retain the stands along the road. I said this was easy to do and will cut the blocks off at the planned road upslope. These changes are shown on the map I sent Andrew.*

2. *They asked about the option to include some partial cutting in the first harvest. I had been thinking a few days before they came in that this might be a good idea as it is likely something that the community might want to see in various places so having an example and some experience with it right away would be useful. I move one of the proposed partial cuts from a future harvest period into this first one.*
3. *They asked about potential logging opportunities for locals. I gave them West Frasers Operations Superintendents contact info and have informed Jason of their interest. I don't have any say in that part of the business.*

I have had discussions with Desi Cheverie and Kate Sulis about the Master Plan trail development, approval process etc. One of the main potential issues was constructing trails in the old growth management area (OGMA). Kate had a consultant relocate the main trail outside the OGMA as much as possible. One section of the new trail is also in a location where a road to access timber will be needed eventually. I walked this area with Kate and will adjust the trail location so that it will be useable for hauling either in this period or the future. I expect we will build that piece of road this year so that it is done and we aren't bulldozing an established trail in the future. It is also on a side slope area so will be easier to groom etc. for skiing.

My time was interrupted with fires during the summer so I haven't gotten as much flagging on the ground as I had hoped, but I do have some of the roads located and have field reviewed some other areas. I plan to get more time out there in early September.

The cutting permit application has been stalled while we wait for Ministry approval to submit on behalf of the WBCF."

Separately, Chris Elden also indicated that no changes to the forestry plan (Harvest Plan) map have been made other than the modifications outlined above. Comments concerning the forestry plan (Harvest Plan) are always welcome. Further changes to the mapping may still be made based on comments received; however, the closer we are to the cut period the harder it will be to adjust.

Moved by Lorraine Kozar, Seconded by Jerritt Dupilka that the Board: receive the Harvest Plan map and email comments of August 25, 2017 provided by Chris Elden on behalf of WFM; confirm with Chris Elden that the Harvest Plan map provided is the latest version; requests a Harvest Plan map that highlights the first cut and the blocks that are only partial cuts, and showing the changes that were made on the basis of the public input received including the changes made to the proposed trails outside the harvest blocks.

Passed Unanimously

- b. Revised draft Closed and Open Meeting Policies (attached)

Moved by Andrew Young, seconded by Paul Galliazzo that the revised Closed and Open Meeting Policies be adopted as presented.

Passed Unanimously

- c. Financial, Accounting and Taxation Advice – from KPMG – LLP

Board member Andrew Young reported back on his discussions with PMT Accountants (Williams Lake) and KPMG-LLP regarding financial, accounting and taxation advice for the WBCF. Initial discussions with PMT were intended to organize a meeting between PMT Accounting and the WBCF Board. The preliminary advice received from PMT was that any earnings retained by the WBCF would be taxable whereas dividends given to the non-profit shareholder would be tax sheltered. Subsequent discussion with PMT determined that KPMG-LLP, the District of Wells' auditor, needs to be informed that the WBCF wishes to engage PMT to provide it with taxation advice.

Moved by Paul Galliazzo, seconded by Jerritt Dupilka, that the Board requests that Andrew Young pursue seeking taxation advice for the WBCF through PMT Accountants rather than KPMG-LLP.

Passed Unanimously

- d. Insurance Requirements for WBCF and Board

Moved by Jerritt Dupilka, seconded by Lorraine Kozar, that Jerritt Dupilka check on the insurance options utilized by other forest operators and report back to the Board in advance of a the next WBCF Board meeting.

Passed Unanimously

- e. Shareholder / Corporation Contract (circulated earlier – review and discussion)

Moved by Lorraine Kozar, seconded by Paul Galliazzo that the draft Shareholder / Corporation Contract be received with a recommendation to the Board and the Shareholder (District of Wells Council) to review it in advance of a joint meeting between the two parties to be held sometime this fall (TBD).

Passed Unanimously

- f. WBCF budget requirements – No discussion

- g. Community Forest Coordinator

Moved by Lorraine Kozar, seconded by Jerritt Dupilka that the draft job description for a Community Forest Coordinator and the emailed comments from Margaret Inoue regarding same be received for review by the Board and that a copy of the job description be distributed to the Board in WORD format for further review and comment.

Passed Unanimously

5. NEW BUSINESS:

- a. Terms of Reference for Strategic Planning for WBCF

Board member Andrew Young presented a verbal report to the Board concerning Wells-Barkerville Community Forest (WBCF) strategic planning materials. It was noted that as part of the process to develop potential terms of reference for the development of a strategic

plan for the Wells-Barkerville Community Forest (WBCF) the WBCF Management and Business Plans and related documents were reviewed in detail. Based on the review of these and other documents it was concluded that the WBCF already has most, maybe all, of the key strategic plan components it needs. The main issue - one that has existed for several years - has been to assemble and organize the key strategic plan components into one document. A document capturing the various key components from the WBCF documents was distributed to the Board members at the meeting.

It was also noted that what the WBCF is missing is an updated Short, Medium and Long Term Action Plan. There is an Action Plan list provided in the 2012 WBCF Business Plan but it does not appear to have been updated. Many of the actions included on the list are now complete, and a large number of the other actions are well underway.

It was recommended that before the Board decides to embark on a process to develop a new strategic plan that the Board takes stock of the strategic plan elements that already exist in the WBCF Management and Business Plans. Furthermore, given the time and resources required to develop a new strategic plan, the Board may make far better use of both by updating the Action Plan/s (short, medium and long term) instead. Doing so would also assist the Board in identifying the key duties and functions that need to be pursued by the Community Forest Coordinator and the desired background and qualifications of prospective candidates.

Moved by Paul Galliazzo, Seconded by Jerritt Dupilka that the: verbal report and supporting reference materials be received by the Board; background report be circulated to the Board; copy of the existing WBCF Short, Medium and Long Term Goals (Action Plans) be forwarded to the Board as a WORD document; and that the Board takes stock of the strategic plan elements that already exist in the WBCF Management and Business Plans, and updates the WBCF Short, Medium and Long Term Action Plans for the reasons outlined in the verbal report and background report.

Passed Unanimously

- b. WBCF – Annual General Meeting (AGM) Preparation (discussion of this item was deferred to the next meeting)

6. COMMITTEE REPORTS: Nil

7. CORRESPONDENCE:

- a. WFM referral letter regarding proposed biodiversity amendments to 2012 Forest Stewardship Plan – June 28-2017

There were no comments concerning this item

Moved by Paul Galliazzo, seconded by Jerritt Dupilka that the referral letter from West Fraser Mills regarding proposed biodiversity amendments to 2012 Forest Stewardship Plan – June 28-2017 be received.

Passed Unanimously

- b. Community Forest Invoice for \$1850.00 from Ministry of Forests, Lands and Natural Resource Operations – August 15-2017

Moved by Lorraine Kozar, seconded by Andrew Young that the WBCF pay the Community Forest Invoice for \$1850.00 from Ministry of Forests, Lands and Natural Resource Operations dated August 15-2017

Passed Unanimously

8. PUBLIC COMMENTS: Nil

9. CLOSED MEETING: Nil

10. RECALL TO ORDER AND REPORT: Nil

11. NEXT MEETING:

- a. Reminder: The next WBCF Board meeting is scheduled for September 18, 2017
- b. Annual General Meeting – October 2017 (TBD)

12. ADJOURNMENT

- a. At 8:45 pm it was moved by Lorraine Kozar, Seconded by Jerritt Dupilka that the WBCF Board meeting of August 28, 2017 be adjourned.