

Federation of British Columbia Woodlot Associations
Board of Directors Conference Call
February 14, 2022 6:30 p.m.

Present: Mark Clark, Nancy Pezel, Rick Walters, Brian Amies, Jerry Benner, Don Whyte (left call at 8:00pm)

Contractors/Guests: Brian McNaughton, Debbie Zandbelt, Tom Bradley, Karen Forge, Lisa Marak, Lee Pond (WPDC), Kevin Webber (Fraser Valley WA), Jordan Benner

Regrets: Tyler Hodgkinson, Coleen Maclean-Marlow

Mark Clark chaired the meeting.

Quorum was present.

Submitted reports are attached as appendices to the minutes.

Action items from meetings are listed below. Once complete, an action is highlighted and then removed from the subsequent minutes. Longer-term items may be removed from the list when assigned to a committee or a consultant.				
Date	Action #	Description	Person Responsible	Outcome
1/10/22	1	OG Legal – Input from Ministry required prior to proceeding.	Directors	<i>Ongoing</i>
1/10/22	2	Two FBCWA members to be found for Editorial Committee. 1 – Fred Newhouse	Mark C	<i>Ongoing</i>
1/10/22	3	Tom to investigate the possibility of a MOU with the ministry regarding W4W Improvements.	Tom B	<i>Ongoing</i>
2/14/22	4	Board to meet to further discuss improving governance	Mark/Brian	
2/14/22	5	Spring Meeting – establish venue & begin planning	Karen	
2/14/22	6	Brian to draft and circulate a memo proposing first steps to improving Governance prior to Feb 21 virtual meeting.	Brian	

1. ADOPT AGENDA

MOTION #1: No revisions – Consent Agenda adopted as distributed

M/S: Don Whyte/Jerry Benner

APPROVED

2. REVIEW PREVIOUS MINUTES

Approved within Consent Agenda approval process

3. REPORTS

January contractor reports and Treasurer report distributed prior to meeting for review (see appendix). Approved through Consent Agenda approval.

3.1 2022 Annual Conference (Kevin Webber, Fraser Valley WA)

- Proposed dates – October 1-2, 2022 @ The Clarion in Abbotsford.
- Planning well underway – Committee (6 members) meeting weekly.
- Theme – Forestry Education – “Growing with the times”
Forestry Education – how it has changed over the years and First Nations values in Forestry sector.
- Theme approved by Board of Directors
M/S: Don Whyte/Brian Amies **APPROVED**
- Hope to have both BCIT & UBC woodlot licensees involved
- Suggestion: hold a Meet & Greet and invite the Ministry to attend. Many new district staff.

3.2 President’s Report (Mark Clark)

- Making progress with organization’s operational changes
- Working on succession planning
- Received positive feedback from members on special edition of OG Almanac

3.3 WPDC President’s Report (Lee Pond)

- Council progressing with budget
- Governance Training complete – positive feedback from members

4. OLD/UNFINISHED BUSINESS

4.1 Old Growth

- Almanac-Special Old Growth edition - Widespread distribution – MLAs, UBCM, COFI and BCCFA. Much positive feedback has been received regarding the edition.
- Member’s update
- Conversation Notes – sent to Associations with request to communicate directly with MLA(s), community leaders & First Nations
- Requesting
 - Summary of FN responses
 - Validation and verification procedures
 - Panel’s survey methodology report
- Received reply to Minister’s letter from Sarah Fraser, ADM
- Responded
 - to Sarah – seeking confirmation that staff providing some options moving forward with the recommendation from the OG TAP re WLs will involve the Federation
 - to Doug Kelly – request for meeting (at Sarah’s direction)
 - to Minister Conroy – seeking support that FLNRORD & FBCWA work together to find suitable solutions
- Old Growth & Big Tree photo contest – deadline is March 31, 2022.
- Preparing presentation for Minister Conroy (& others).
- Ongoing communication with UBCM, COFI, BCCFA

4.2 Governance Training debrief – Mark

- Proposed 2022/23 deliverable – In-person meeting with WPDC to de-brief governance training, discuss organizational changes, and next steps.

ACTION: BoD to meet Monday, Feb 21, 2022 to discuss. Brian to circulate a memo outlining first steps to improving Governance prior to meeting.

4.3 Almanac Editorial Board – Mark

- FBCWA Volunteer – Fred Newhouse.
- Develop the following for FBCWA & WPDC review process:
 - Terms of Reference
 - Policy
 - Submission Guidelines
- Cathy is editor. Mark to ask Council who the other WPDC members are who are responsible and seek out an additional FBCWA Volunteer.

NEW BUSINESS

5.1 Spring Meeting – Mark/Brian/Karen

- Date TBD – March?
- Determined meeting to be hybrid
- Possible locations – Kamloops or Kelowna

ACTION: Karen to investigate possible venues
Mark to contact WPDC for their participation

5.2 Free Growing Working Group – Brian M

- FGWG is looking at making changes to silviculture surveys and results reporting, e.g. spatial for planting units.
- FBCWA has been invited to have representative on the group
- Brian to ask Tom Bradley.

5.3 Provincial Drought Working Group – Brian M

- PDWG addressing amongst other things, eligibility of Section 108 funding for drought killed plantations
- FBCWA has been invited to have a representative on the group
- Brian A. recommended Tyler Hodgkinson
- Brian M to find a FBCWA rep.

5.4 LiDAR on WLS – Tom Bradley & Jordan Benner

- Tom & Jordan presented LiDAR on Woodlots and Project Plan.
- Board requested a business plan be submitted before further consideration.

Meeting adjourned: 9:00 pm
Recording Secretary: Karen Forge
Minutes distributed:

FBCWA Monthly Contractor & Committee Reports – January 2022

COMMUNICATIONS – LISA – JANUARY 2022

Key Deliverables 2021/22 Communications Plan	Start Date	Finish Date	Status Update
Communicators - 4 editions	2021.04.01	2022.03.31	- Fall 2021 – COMPLETE - Winter 2021/22 - Drafted
Almanac - 4 articles of interest -use Almanac as a source of information & extension, providing better linkage to other communication tools	2021.04.01	2022.03.31	- Fall 2021 – COMPLETE - Winter 2021 – Special Old Growth Edition
WL Program Report (2021) – produce, distribute and promote WL program	2022.01.31	2022.03.31	
Traditional & Social Media – promote WL program	2021.04.01	2022.03.31	- On-going - Tree Frog sponsorship for 2021 - COMPLETE
WPDC Annual Survey - provide input			- TBD by WPDC
Extension - Youtube how-to videos (2/yr) - WL management video (promotional) - Re-producing educational video	2021.07.01 2021.11.01	2022.03.31 2022.03.31	- This project will not occur in 2021/22 due to new priorities (Old Growth communications) - This project will not occur in 2021/22 due to the late start to the year and new priorities.
Website – complete implementation of new design - update content - improve utility	2021.04.01	2022.03.31	- On-going
Annual Conference (if held) - design 2020/21 FBCWA Annual Report	2021.08.01	2021.10.31	N/A COMPLETE
Communications Networking - collaborate with other organizations - attend 2021 UBCM tradeshow	2021.04.01	2022.03.31	N/A
Association’s Communication - provide	2021.04.01	2022.03.31	

advice/expertise when requested - Association Building (as per May 31/21 Board memo)			<ul style="list-style-type: none"> - AB budget request 2021/22 - Support associations with zoom meetings re: OG and AGMs - Drafted 2022/23 AB B&WP - Revised AB funding request application form
Communications Materials	2021.07.01	2022.03.31	- WL activity books distributed for NFW

Other monthly activities

Old Growth – Special Almanac edition produced, distributed including MLAs (cover letter and backgrounder), posted to social media, communications notes for associations.

ADMIN SUPPORT-KAREN – JANUARY 2022

Key Deliverables	Start Date	Finish Date	Status Update
Admin support for FBCWA correspondence, reports, inquiries, memberships, contracts, distribution of info & records.	2021.06.01	2022.03.31	
Meetings & Calls	2021.06.01	2022.03.31	<ul style="list-style-type: none"> Schedule Zoom calls Organize meetings Doodle polls Schedule Zoom calls and provide instructions to Associations when required
Assist with organizing of Governance Training	2022.01.05	2022.02.10	<ul style="list-style-type: none"> Contact FBCWA participants Provide trainer with documentation required for sessions
WL Contact Lists	2022.01.12	2022.03.31	<ul style="list-style-type: none"> Contact all WL Associations for current contact lists Update FBCWA contact list

TIMBER PRICING – INTERIOR – DEBBIE – JANUARY 2022

Key Deliverables	Start Date	Status Update
Monitor Timber Pricing Policies	Ongoing	Data set response to TPB on annual redeterminations and data included.
Liaise with MOF and Industry	Ongoing	Interior MPS meetings. Operating cost subcommittee. Tabular stumpage discussions, IP paper.
Monitor Tab rates	Ongoing	Ongoing monitoring of MPS discussions. Ongoing tab table data set review.
ID policy changes	Ongoing	Nothing to report.
Implement pricing strategies or actions as approved by FBCWA		Tab rate data set response approved by BOD and submitted to TPB.
Liaise with Assns and licensees	Ongoing	Tab rate questions, table variability a concern with members, old growth concerns. Waste surveys, HBS and cut control.
Prepare Pricing position papers		Response to data set and annual redeterminations
Coordinate with coast on pricing matters.	Ongoing	Waste Manual updates- tab rate data set
Monthly reports to BOD, calls	Monthly	Monthly report, Quarterly report - BOD call in Jan
AGM and Directors meeting attendance	Spring and fall.	Nothing to report
Budget and annual work plan	January	Remaining year budget, next year planning. Timelines will be difficult under current budget.
Timber Pricing related topics.	Ongoing	Waste file completion and reporting.

Other monthly activities

- Reporting – Board of Director Meeting
- Member calls and emails – cut control, burnt wood, HBS reports, upcoming waste survey deadline.
- Regional Appraisal Committees – Interior MPS tech committee meetings- OCS, and Provincial waste Committee
- Draft Budgets for 2021/22 and 22/23 discussion on workload.
- Communications with waste provincial group and TPB on waste file – upcoming deadlines. Separate report to BOD.

TIMBER PRICING – COAST – ED – JANUARY 2022

Key Deliverables	Start Date	Finish Date	Status Update
• Low Volume Survey	04/2020	06/2021	• No new information.
• MPS advisory Committee	07/2021	Completed	• Monthly ad hoc meetings in 2022
• Waste	2014	Ongoing	• Expecting extension of Parent block option into 2023. Need to strategize with Allan Bennett
• Exceeding Cut Control	2018	Ongoing	• No new information.
• TAB rate methodology	2021	Ongoing	• Acceptance of Timber Pricing TAB methodology proposed changes
• TP Branch ¼ conference calls		Ongoing	• Conference call with Allan Bennett

Other monthly activities

- Woodlot Licensee contacts
- Questions on TAB rate projections; Expecting increase due to 250% increase in lumber prices

Emerging Issues / New Priorities

- Extended Road Amortization no change
- Bill 28 waiting on instructions from Board

E-BUSINESS – TOM – JANUARY 2022

Key Deliverables	Status Update
• Stay current with e-Business Issues	• RESULTS: FLNRO likely will add requirement for spatial to activity reporting; plans changes to Silv Survey procedures. (6 hours)
• Identify beneficial changes in e-Business processes or strategies to achieve improvements.	• LEFI: Work with Jordan Benner to develop a plan and presentation (5.5 hours)
• Implement approved strategies or actions.	•
• Communications and extension	• Calls, discussion, prepare communications materials (10 hours): <ul style="list-style-type: none"> • Maps, diagrams, etc • Board Meeting • JWG call and discussions
• Monthly and annual reports	• Monthly Report.
• Information for work plan and budget	• W4W: Planning and budget for B&WP (4 hours)
• Tech support to Licensees	• Quiet month
• Address issues that arise	Old Growth Deferral II (6 hours): <ul style="list-style-type: none"> • Maps of OG deferral impacts on WL, NDT types on WL, 2021 fires in OG Deferral Areas.

GM Summary of Activities – January 2022
Key Activities

- Old Growth
 - Analysis – vector maps
 - Almanac OG edition – articles, MLA cover letter, distribution to organizations (UBCM, COFI, BCCFA, etc.)
 - Update - send to members
 - Communication notes – send to members
 - Strategize
 - Communicate with other organizations
 - Options for compensation
 - Draft response to Minister’s response to Fed’s Dec 13, 2021 letter
 - Fielding inquiries, replying to licensees
 - Attend Assn meeting
- 2022/23 Budget & Work Plan
- PAC meeting with Minister Conroy
- Almanac Editorial Board
 - Draft submission guidelines
 - Draft editorial policy
- Watershed Security Strategy – read & distribute.
- Timber Pricing
 - Tab rate methodology
 - Financial record keeping extension project
- Free Growing Working Group – proposed changes to surveys and standards
- Free Growing – equity initiative in forest sector
- Caribou virtual meeting
- WL JWG meeting
- Association Building – draft request for funding form and budget worksheet
- BOD meeting – Jan 10, 2022
- AGM (Oct 2021) minutes
- Organizing Fed files