

Federation of British Columbia Woodlot Associations
Board of Directors Conference Call
April 11, 2022 6:30 p.m.

Present: Mark Clark, Nancy Pezel, Jerry Benner, Rick Walters
Don Whyte, Tyler Hodgkinson, Coleen Maclean-Marlow

Contractors/Guests: Brian McNaughton, Karen Forge,
Brent Petrick (WPDC), Ron Beachesne (WPDC)

Regrets: Brian Amies

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	Draft of MOU has been submitted to the Ministry regarding W4W Improvements.	Tom B	<i>Ongoing</i>
3/14/22	4	Brian to pursue options for obtaining lawyer to proceed with applying for intervenor status	Brian	<i>Complete</i>
3/14/22	5	Brian to contact Colin Sauer for availability to meet with BoD	Brian	<i>Complete</i>
3/14/22	6	Brian to draft waste assessment (interior) letter to Al Bennett for Mark's signature	Brian	<i>Complete</i>
4/11/22	7	Brent to find out if WPDC making a charitable donation to the FBCWA would help alleviate tax concerns re the investment account	Brent	
4/11/22	8	Submit ideas to assist with excess WPDC funds	Directors	
4/11/22	9	Contact Ministry suggesting an individual be hired to assist with Minister Awards applications	Brian	

1. ADOPT AGENDA

MOTION #1: Consent Agenda adopted with one addition – Association Projects

M/S: Don Whyte/Jerry Benner

APPROVED

2. REVIEW PREVIOUS MINUTES

Approved within Consent Agenda approval process

3. REPORTS

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

3.1 Presidents Report (Mark Clark)

- Meeting with Minister Conroy regarding old growth. Minister Conroy's letter sent to all WL licensees. FBCWA responding to questions and inquiries from licensees.
- Ongoing work with governance changes

3.2 WPDC President's Report (Brent Petrick)

- Investment Account - Council is addressing accountant's recommendations regarding potential tax issues involving income/revenue/profit being generated by the investment account. Current balance > \$4M.

Action #1: Brent to check and see if the Council could make a sizeable charitable donation to the FBCWA as a way to alleviate concerns regarding the investment account.

Action #2: Directors to submit ideas to alleviate tax concerns to Brent.

- Governance - Council will continue to work with Colin Sauer. Planning meeting for mid-May with focus on governance and Council's purpose.

4. OLD/UNFINISHED BUSINESS

4.1 Succession Planning

Brian McNaughton excused himself from the meeting

- Mark has spoken to recruiter – Liz Wooten, Human Nature Development.
- Mark explained process and details of what she would provide-job description, advertisement, interview and hiring process. Approximate cost \$4000. Mark motioned that a Hiring Committee be put in place.

MOTION #2: Hiring Committee to be implemented.

M/S: Coleen Maclean-Marlow/Jerry Benner

APPROVED

- Mark advised he has interviewed Colin Sauer's references as per Board's request at Spring Meeting. His previous clients were satisfied with results. Length of process 4-5 months.
- Joint sub-committee to be developed to manage governance.

WPDC: Brent Petrick

FBCWA: Mark Clark

TBD

Tyler Hodgkinson

MOTION #3: Board agreed to retain Colin for assistance with governance and business modelling subject to workplan and contract in place. Mark to contact Colin to request proposal.

M/S: Nancy Pezel/Don Whyte

APPROVED

MOTION #4: Board agreed to offer Brian McNaughton six-month contract extension at current rates.

M/S: Nancy Pezel/Rick Walters

APPROVED

Brian McNaughton re-joined the meeting

5. NEW BUSINESS

5.1 Regional WL Licensee Meetings

- Motion passed at March 19/2022 Members' Meeting for Federation to give consideration to hosting regional virtual meetings to:
 1. Update WL licensees on the various key government initiatives; and
 2. Give WL licensees the opportunity to ask questions and provide their views.
- Board decided to hold one meeting per region (3 regions) – Zoom meetings of approximately 2-hour length. Meetings to be scheduled for early May. No guest speakers – in-house only.

5.2 Travel Expense Policy

MOTION #5: Revised FBCWA Travel Expense policy with Government Group II rates and mileage set at \$0.65/km be adopted and come into effect on April 11, 2022.

M/S: Don Whyte/Jerry Benner

APPROVED

5.3 2021 Minister's Awards

- MoF shared concerns: lack of nominations, ensuring best candidates are nominated, workload.
- Emphasis on social licence.

Action #3: Brian to speak to Ministry regarding hiring an individual to assist with writing applications.

5.4 Association Projects

- Discussed plan. Various ideas from Associations being circulated.

Meeting adjourned: 9:20 pm

Recording Secretary: Karen Forge

Minutes distributed:

FBCWA Monthly Contractor & Committee Reports
March 2022

Key Deliverables 2022/23 Communications Plan	Start Date	Finish Date	Status Update
Communicators - 4 editions	2021.04.01	2022.03.31	- Spring, Fall, Winter - COMPLETE
Almanac – quarterly submissions	2021.04.01	2022.03.31	- Spring 2022 – COMPLETE - Big and Old Trees photo contest
WL Program Report (2021) – produce, distribute and promote WL program	2022.01.31	2022.03.31	- Draft Report - COMPLETE - Distribution & promotion will occur in April
Traditional & Social Media – promote WL program	2021.04.01	2022.03.31	- On-going
WPDC Annual Survey - provide input			- No survey in 2021/22 B&WP period
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	- Initial discussion with D Zandbelt. To be completed in 2022/23 B&WP period - This project did not occur in 2021/22 due to new priorities (Old Growth) - This project did not occur in 2021/22 due to new priorities (Old Growth)
Website – complete implementation of new design - update content - improve utility	2021.04.01	2022.03.31	- On-going - Design work re-started in March
Annual Conference (if held) - design 2020/21 FBCWA Annual Report	2021.08.01	2021.10.31	Not held COMPLETE
Communications Networking - collaborate with other organizations - attend 2021 UBCM tradeshow	2021.04.01	2022.03.31	Not held

Association's Communication - provide advice/expertise when requested - Association Building (as per May 31/21 Board memo)	2021.04.01	2022.03.31	- AB call with Brian and Karen re next steps and pass over to Karen
Communications Materials	2021.07.01	2022.03.31	- WL activity books distributed for NFW - Pens purchased

Other monthly activities

'Big and Old Tree' photo contest

Administration Report - March 2022

Key Deliverables	Start Date	Finish Date	Status Update
Admin support for Fed's correspondence, reports, inquiries, membership, contracts, distribution of info & records	2021.06.01	2022.03.31	Ongoing
Meetings & Calls	2021.06.01	2022.03.31	Schedule Zoom calls Organize meetings Schedule Zoom calls and provide instructions to Associations when required
WL Contact List	2022.01.01	2022.06.01	Currently have completed updates on 11 of 17 Associations

Interior Timber Pricing Report – March 2022

Key Deliverables	Start Date	Status Update
Monitor Timber Pricing Policies	Ongoing	Final stages of amendment to the Interior Waste Manual. District average review and communication to BOD and committees.
Liaise with MOF and Industry	Ongoing	Interior MPS & Operating cost subcommittee for May table updates. Data set updates for Tab rate table 6.2.
Monitor Tab rates	Ongoing	BOD endorsed the idea to proceed to development of an action plan for Tabular Stumpage review.
ID policy changes	Ongoing	Upcoming changes to waste assessment policy.
Implement pricing strategies or actions as approved by FBCWA		No updates this month.
Liaise with Assns and licensees	Ongoing	Waste assessment methodology changing. Tabular drafts to Associations.
Prepare Pricing position papers		Draft letter to TPB on waste assessments.
Coordinate with coast on pricing matters.	Ongoing	No updates this month.
Monthly reports to BOD, calls	Monthly	Monthly report, BOD call in Feb, Annual report and associated graphs.
AGM and Directors meeting attendance	Spring and fall.	Kamloops Spring Directors meeting
Budget and annual work plan	January	Remaining year budget, next year planning. Timelines continue difficult under current budget.
Timber Pricing related topics.	Ongoing	BCTS data set impacts on tabular stumpage.

Other monthly activities

- Reporting – Board of Director Meeting, Spring Members meeting Kamloops, Annual report graphs and report.
- Member calls and emails – Waste assessment surveys and Waste regulation queries.
- Regional Appraisal Committees – Interior MPS tech committee meetings- OCS, and Provincial waste Committee
- Action plan for tabular stumpage options.
- Interior Waste Assessments – District average review and options.
- Almanac Article
- Interior Record Keeping spreadsheets

Timber Pricing Coast – March 2022

Key Deliverables <small>(List key deliverables approved in B&WP)</small>	Start Date	Finish Date	Status Update <small>(1 or 2 bullet points describing current status and progress)</small>
• Low Volume Survey	04/2020	06/2021	- No new information. - Attended both training sessions with Amali
• MPS advisory Committee	07/2021	Ongoing	- Monthly ad hoc meetings continue until June 2022
• Waste	2014	Ongoing	- Coastal manual review to be completed over the next 2 years. Parent block option continues to be available into 2023 and likely 2024. - Started to strategize on Coastal waste with Allan Bennett - Interior waste call participation
• 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

(List other activities or tasks undertaken or completed in the month being reported)

- Director's meeting preparation and attendance
- Questions on TAB rate projections.
- TAB rates were published a month late (April 1) with rate increases for all species
- Kelly Schellenberg (Senior Timber Pricing Forester – Coast) is retiring in May 2022
- Almanac article
- Record Keeping guidance document

Emerging Issues / New Priorities

- Extended Road Amortization on hold
- Bill 28 waiting on instructions from Board

E-Commerce – March 2022

Key Deliverables	Status Update
<ul style="list-style-type: none"> • Stay current with e-Business Issues 	NROS Rollout - Memo to Licensees
<ul style="list-style-type: none"> • Identify beneficial changes in e-Business processes or strategies to achieve improvements. 	- LEFI: Work on strategy to improve understanding and clarify LiDAR in general vs LEFI project.
<ul style="list-style-type: none"> • Implement approved strategies or actions. 	- W4W: Send draft MOU for W4W Improvements to MoF. - WLGML: development and testing finished, new version ready to ship after final checks.
<ul style="list-style-type: none"> • Communications and extension 	Calls, discussion, prepare communications materials: <ul style="list-style-type: none"> - Maps, diagrams, etc - Board Meeting, Spring Members Meeting - Almanac Article
<ul style="list-style-type: none"> • Monthly and annual reports 	- Annual Report.
<ul style="list-style-type: none"> • Information for work plan and budget 	-
<ul style="list-style-type: none"> • Tech support to Licensees 	- Quiet month
<ul style="list-style-type: none"> • Address issues that arise 	Old Growth Deferral: Maps of OG deferral impacts on WL, review OG Field Verification methodology. Waste: <ul style="list-style-type: none"> - Area of WL by waste benchmark class.

General Manager's Report
March 2022

- Members meeting
 - Agenda, guests, powerpoint, attendance, follow-up actions
- Old Growth
 - Met with John Rustad & Lorne Derksen
 - Minister's meeting, presentation, notes, etc.
 - Field verification procedures
 - Protecting remnant & ancient on WLs
 - Communications & inquiries – Associations & WL licensees
 - Follow up actions to meeting with the minister
- Waste assessments (interior) – meet with and letter to AI B
- Intervenor status – contact lawyer, report back to Board
- Fuel Hazard Assessment
 - A Waters retired RPF, discuss implications re template with Mike Larock
 - Work with Tom & Mike to revise template
- Practices Advisory Committee (PAC) meeting
- FRPA Industry Team meeting – FRPA regulations & policy
- Governance – support as requested
- Association Projects – met with Karen & Lisa re launching initiative. Finalize request for funding application and budget worksheet
- FLNRORD reorganization – MoF & MoLWRS mandate letters, get answers to implications for WLs
- Financial Record Keeping – meet with Ed & Debbie, advance project
- LEFI
- 2022/23 B&WP approval
- Draft revisions to FBCWA Travel Expense policy
- Board Meetings – monthly & special meeting on waste assessments and intervenor status
- Bylaw amendments
- Inquiries - private land removal, old growth, waste,