



Regular Board Meeting Minutes August 10, 2022

Final

**Regular BCFC Board Meeting Minutes August 10, 2022**

Meeting held at the Ucluelet Community Center

Ucluelet, BC

Attendance: Terry, Ken, Gary, Julian,

Absent: Noah, Dario, Geoff

Staff: General Manager; Erik Holbek, RPF and Accounting Manager Mike Williams

Guests: Rachele Cole, Councilor, District of Ucluelet

Notes: Ken

Meeting called to order by the Chair at 10:06 am

**1) Agenda Approval**

Motion by Julian, seconded by Gary, to approve the agenda as presented. *Carried*

**a) Electronic Approval of meeting minutes**

Chair noted request from Ken Matthews to speed up approval and posting of minutes on the BCFC website to make minutes more relevant and informative to public.

Motion by Julian, seconded by Gary that the Board accelerate adoption of Board meeting minutes by use of electronic signatures followed up with formal approval and personal signature of minutes at a following meeting. *Carried*

The objective will be to have the minutes approved and posted within 10 days following a meeting of the Board.

**2) Approval of minutes of the June 8, 2022, Regular Board Meeting; the June 22, 2022, Heli-Tour subcommittee meeting; and the July 25, 2022 Map and Fact brochure subcommittee meeting .**

Motion by Gary, seconded by Ken, to approve the minutes of the three noted meetings as presented. *Carried.*

**3) General Manager's Report, Erik Holbek, RPF**

**a) Financial**

- i. Final Payment on the Draw Lake timber sale is due August 31, 2022. Sale is complete and no issues are expected. Additional revenue may be received from sale of logs under the salvage program if this program goes ahead as planned.

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- ii. Spending on operational forestry work to date is as per the approved annual plan and budget. Noted that cost of some work is coming out higher than projected in budgets.

**b) Forestry**

- i. Strategic Planning. Work has not re-commenced on Management #2 which will include the BCF strategy on old growth and riparian management. This work is expected to start in early fall 2022.
- ii. Forest Stewardship plan. The Barkley CF Forest Stewardship plan has now been approved by the District Manager of the Ministry of Forests.
- iii. Active Timber Sales. The Draw lake sale is now complete with all required cleanup finished and all required road deactivation completed. Timber sale holder has some short logs they want to remove ( perhaps 1-2 loads). This is delayed due to difficulty with finding a truck to haul short logs.  
Work on the SB15/ SB16/SB16a SB18 and Oz 4 second growth timber sale continues. Blocks SB15 and SB16/A are complete. Final cleanup on SB18 should happen in the next two weeks. Yarding on Oz4 has been delayed with equipment breakdowns and other factors. Expected completion is now mid-September.  
GM is arranging waste surveys on completed blocks and as soon as those are done, firewood permits can be issued.
- iv. Roads and Bridges  
GM confirmed that the Ministry of Forests will redefine the Barkley FSR as the route which follows the powerline. In a co-operative effort, the Ministry of Forests and Barkley CF have completed roadside brushing, ditch cleanout, and culvert replacement on the sections of the Barkley FSR between Salmon Beach and pavement. Ministry of Forests is looking to do additional culvert replacement and improvements going forward.
- v. Salvage Agreement.  
Input from Maa Nuulth has been received . GM is now ready to submit salvage cutting permit to the Ministry of Forests. Salvage harvesting is planned to be underway this fall.
- vi. Silviculture. Required surveys of areas previously harvested under the Barkley CF are being completed. Arrangements for seedlings and planting in 2023 and 2024 are underway. Some fill in planting will be needed in previously planted areas but in general there are no issues with our program.
- vii. Public Firewood.  
GM will be ready to open areas up for public firewood in the near future as waste surveys are completed and approved.





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- viii. Issue of a very late invoice from falling contractor which was not paid in 2021  
Gm has received request for payment of an invoice for approximately \$11 000.00 for work done on a BCF salvage timber sale active Dec 2020 to April 2021.

This invoice had been submitted to the previous GM to be paid by the timber sale agreement holder but was not fully dealt with and went unpaid.

GM research reveals:

- This agreement was a contract for marketing and administering harvesting on approximately 800 m<sup>3</sup> of salvage on the BCF.
- The agreement required the agreement holder to pay all bills related to harvesting and marketing salvage logs, receive an administrative fee for services, and return all remaining profit from the sale of logs to the BCFC.
- Records reveal that the work of falling and bucking was completed under this agreement but not paid by the agreement holder. (Holder indicates he did not receive the invoice).
- GM recommends that despite the late request for payment, this work is valid and should be paid for by BCFC as it was not previously paid under the timber sale agreement.

Motion by Gary, seconded by Ken to request a formal invoice for this work from the falling contractor addressed to the BCFC and that the BCFC pay the invoice for approximately \$11 000.00 when it is received. **Carried**

4) **Accounting Manager report, Mike Williams**

Mike presented the complete financial balance sheet for the BCFC as of the end of July 2022 as well as the income statement to July 31 comparing the annual 2022 budget for income and expenditures to the actual income and expenditures to July 31, 2022.

All financials are tracking in accordance with the BCFC budgets and plans.

Mike discussed the opportunity to take advantage of recent interest rate hikes on deposits and how the BCFC might gain by moving some of our money in accounts bearing higher interest rates. Mike will do more review and include the changes in expected prime rate increase and make recommendations to the Board for the September meeting.

Motion by Julian, seconded by Gary to accept the Forestry and Accounting reports as presented. **Carried**

5) **Sub Committee Report. map and Fact Brochure**

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Ken noted that subcommittee has reviewed the final draft and approved it to go to printing after correction of a few outstanding items.

**6) Other Business**

- a) Toquaht Free Use permit Draw Lake . Wood has been removed and this is complete.
- b) Status of other wood along Draw lake R/ W . Any wood not removed in the next few weeks by the timber sale holder can be resold or allocated as firewood by BCFC
- c) Request from the District of Ucluelet for logs for Ukee days . Board fully supported finding and delivering required logs for this purpose. Final sizes to be determined and GM will action the request.
- d) BCCFA Annual meeting in Nakusp October 2022 . Board approved attendance by General Manger and director Ken Matthews.

**7) Correspondence**

- a) Bear Den Management Study, Colin Middleton. GM will do a final review and offer known bear dens for study.
- b) Ministry of Forests, Procedure for verification of Old Growth deferral areas. GM indicates this is a lengthy document but fairly easy to interpret and work with. Very little impact on the CF considering all old growth deferrals are covered by our current draft old growth and riparian reserves.
- c) BCCFA 20-year anniversary project presentation. Terry has produced a short-written presentation which will be made into a video. The Board liked the statement and approved use of the statement and video for this event.
- d) Intact Insurance renewal. Board approved renewal of insurance with Intact.
- e) Coast Waste Manual , Fibre Recovery Zones from BCCFA and Ministry of Forests. Gm confirmed this document and changes do not impact the Barkley CF.
- f) Zoom cancelled. Terry has cancelled the Board use of Zoom. Should the Board or staff need to do Internet meetings going forward we can use Microsoft Teams.

**8) Additional Discussion**

- a) Presentation to District of Ucluelet Council of the BCF report given at the June AGM. Terry indicated that he had provided the Chair's annual BCF AGM report to District of Ucluelet . Indications were that a follow-up in person presentation might be desirable. Councilor Rachelle Cole noted that this will be a busy fall for Council with municipal elections and other work. Councilor Cole will confirm need for a presentation from the Barkley CF or an option of a meeting of the between the Barkley CF shareholders and the BCFC Board.



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- b) Barkley CF Open House The Board would like to hold an open house this fall understanding that the final work on management plan #2 will not be complete . Final details to be determined in early September. A possible date of October 27 , 2022 at the Ucluelet community center will be explored and confirmed at the September meeting.

**9) Items brought out of In-Camera Meeting**

No additional items brought out of the August 10 In Camera meeting.

**10) Date of Next Regular Meeting**

The next regularly scheduled meeting will be held Wednesday September 14, 2022, starting at 10:00 A.M.

**11) Meeting Adjourned by Chair at approximately 1:25 pm**

Approved: Terry Smith, Chair



Ken Matthews, Secretary

