



## **Final BCFC Board Meeting Minutes October 20, 2021**

Meeting held at the Ucluelet Community Center

Ucluelet, BC

**Attendance:** Terry, Ken, Gary, Geoff, Julian, Noah (all in person)

**Absent:** Dario

**General Manager;** Erik Holbek, RPF

**Guests:** none

**Notes:** Ken

Meeting called to order by the Chair at 12:00 Noon

### **1) Agenda**

#### **Requests for additional or changes to agenda items:**

Requests for additions to the agenda:

- a) Geoff: Bank Interest options for BCFC funds in non-interest-bearing account
- b) Julian: Provision of laptop computer for General Manager

Motion by Geoff, seconded by Gary to approve the agenda with additions. **Carried**

### **2) Minutes of the September 8, 2021, BCFC Regular Board Meeting**

Motion by Noah, seconded by Geoff to approve the minutes of the September 8, 2021, regular BCFC Board meeting as presented. **Carried.**

### **3) Forestry Report from General Manager (GM) .**

Erik Holbek handed out summary report and discussed current work on activities. The following are the highlights of this report and discussion.

- a) **Strategic Planning ( Management Plan #2 and the Old Growth riparian strategy )**  
No work to date on this initiative as all efforts have been placed on getting ongoing timber sales underway. Work on this initiative will recommence in early 2022.
- b) **Forest Stewardship Plan submission:** Remains under review by MoFLNRORD.
- c) **Timber Sales**  
Mosaic have been active with falling, yarding, and hauling on their sale ( Blocks Oz4, SB15, SB16A and SB18). BCFC has had to commit additional funds to improve road surfacing in Block Oz4. Board agreed with strategy GM has in place.

GM has spent considerable time reviewing and revising the Draw Lake Timber Sale The sale was advertised in early September with a closing date of Oct 18. (See Agenda Item 8 of these minutes for items brought out of in camera meeting.

- d) **Engineering:** no active projects
- e) **Silviculture :** GM has spent considerable time in past month correcting current site plans, reviewing planting stock in nursery and what is needed to be sown this fall for



2023 planting. GM will revise current plans and will work with planting contractor to have a planting program in the spring of 2022 which prioritizes areas susceptible to brush invasion. More time will be needed to deal with planting stock and develop a revised silvicultural accrual for budgeting for 2022.

**f) Other Initiatives**

Mountain Bike trails. Application for development of trails on the Barkley Community Forest is still under review by Province. GM has had conversations with reps from UMBA and will continue to co-ordinate with them. GM has some ideas about other options for basic trails ( non-technical mountain bike trails ) and will bring this forward in the future.

Maggie Watershed project proposed by Toquaht Nation and WCFS. GM has been in touch with Tom Balfour and will provide him with basic information on forest cover and stream assessment . Board urged to the GM to work to ensure this initiative is coordinated with the BCFC work on Management Plan #2 ( Old Growth /Riparian strategy).

Electronic Filing Organization / Cleanup. In progress. **Decision** here relative to the agenda addition by Julian was for GM to borrow Chair's BCFC computer to set up a new filing organization on the BCFC system . **After using the BCFC for that purpose the GM can decide if, or if not, it is beneficial for the GM to retain a BCFC computer for on going use. Should another laptop be required, the Board authorizes purchase of an additional laptop and issuance of the computer to either Terry or Erik for on going use.**

Meeting with Lance Blackwell to update video. Planned for this week.

Attendance at BCCFA AGM ( virtual) GM will attend sessions he is able to

**4) Financial Report from the General manager and Accounting Manager**

**Key Points .**

- a) Update Balance Sheet and Income Statement provided by the Accounting Manager reviewed and accepted.
- b) A few small invoices coming through from work authorized by previous GM
- c) Minor invoices for road work outstanding.
- d) Some issues with electronic transfer payments due to daily/weekly /monthly expenditure limits on bank accounts . These are being worked through.
- e) Outstanding credit return from MoFLNRORD now completed.
- f) GM and Accounting Manager working on budget templates, silviculture accruals, and monthly budget tracking worksheet for 2022 as requested by the Board .

**5) Financial Agenda addition Geoff. Money in non-interest-Bearing accounts**

Geoff suggested that BCFC money in accounts not bearing interest should be transferred to short-term interest-bearing accounts which can be liquidated at any time if necessary. A set amount of money would be retained in non-interest-bearing accounts for day-to-day needs.





Motion by Noah seconded by Geoff that one million dollars currently in noninterest bearing BCFC accounts be transferred to short-term interest-bearing accounts as early as possible. Carried

**6) Terry. Ongoing Corporate Initiatives**

- a) Old Growth and Riparian Management. This will now be in the GM's report
- b) Heli tour of CF by directors. Tour to be arranged by the Chair at a later date.
- c) Lance Blackwell's video. In Progress
- d) BCCFA AGM. GM will report on outcomes at next meeting ( occurring this week)
- e) Jackets or Vests for new members. Ken still to report back from JAL designs. GM suggested a working safety jacket for his position to ensure identification in the field.
- f) Map and Fact Brochure. Past work is not acceptable. Board still wishes to proceed. Terry, Ken, Gary will meet as subcommittee and review original work. GM will get mapping from Forsite and forward to Terry. Sub Committee will report out and discuss at the next Board meeting. Board may decide to hand off to an outside consultant for final design provided we have all the information we want on the brochure.

**7) Correspondence**

- a) Terry noted the letter from Forsite Consulting Ltd. asking if BCFC would collaborate with them on a student development initiative . BCFC declined to participate at this time due to changes in staffing and workload.

**8) Items brought out of In-Camera Meeting October 20, 2021**

- a) **Tender Opening for the Draw Creek Timber Sale Blocks DC10, DC11, DC12 and DC13.**

Closing date for receipt of tenders on this sale was Oct 18, 2021. The Board opened tenders and conducted an evaluation with advice from the GM on Oct 20, 2021. All tenders received were deemed acceptable. One tender best met BCFC timber sale objectives. The timber sale will be offered to this company in the near future.

**9) Date of Next Regular Meeting**

The next regularly scheduled meeting would be Wednesday Nov. 10, 2021. The Chair will determine if this meeting is necessary and advise participants.

**10) Meeting Adjourned by Chair at approximately 2:25 pm**

Approved: Terry Smith, Chair

Ken Matthews, Secretary

