



Regular Board Meeting Minutes January 11, 2023

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Meeting held at the BCFC Office, 1971 Peninsula Road, Ucluelet, Ucluelet, BC

Attendance: Terry, Gary, Julian, Geoff, Dario, Ken

Absent: Noah

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

Guest: Mayor Marilyn McEwen, District of Ucluelet

Notes: Ken Matthews

Meeting called to order by the Chair at 10:00 am

1) Agenda Approval:

Request by Geoff to add discussion on signing authority with the CCCU.

Motion by Gary, seconded by Geoff, to adopt the agenda as amended. **Carried**

2) Approval of minutes of the December 14, 2022, Regular BCFC Board meeting:

Motion by Dario, seconded by Julian, to approve the minutes of the December 14, 2022, BCFC Board regular meeting as presented. **Carried.**

3) 2022 Year End Financial Report . Mike Williams

Mike presented the December 31, 2022, BCFC Comparative Income/Expense Statement and BCFC Balance Sheet. This information for 2022-year end will ultimately be presented for review by BCFC auditors for the 2022 annual independent audit. The data shows that annual income was slightly higher than proposed in the annual budget mainly due to rising interest rates and annual expenditures were slightly lower than proposed.

Motion by Geoff, seconded by Gary, to approve the financial reports as presented. **Carried**

3(a). Geoff and Mike explained that we now do the majority of our financial business and payments by e-transfer which is both economical and administratively efficient. The CCCU does have requirements for some processes dealing with e-transfers which require that the person requesting a change be a full signing authority. For that reason, and with Mike being a member of the Accounting professional association and covered by Errors and Omissions Insurance, a request was made to delegate Mike full signing authority for the BCFC with the CCCU.

Motion by Ken, seconded by Geoff for the Board to assign full signing authority to Mike Williams for BCFC accounts with the CCCU. **Carried**



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4) Operations Report and Other Business

i) Firewood Update ... Website

Erik noted that waste surveys had been completed on all areas logged in 2022 with the exception of OZ4. The Ministry of Forests has not yet approved these surveys and as such these areas cannot be shown on maps or the website as available for firewood cutting. The website will be updated as soon as the waste surveys are approved.

ii) Ukee Days logs

Erik noted these logs were ready to go and were stored at the Toquaht Bay Dryland sort. Erik will make final arrangements to transport the logs to Ucluelet in the near future.

iii) Strategic Planning. Management Plan #2 for the BCFC

Erik will now begin work with staff at Econ to get ready for the timber supply analysis work. Erik will also prepare an overall timeline-workplan for the Board to show how this work will occur over 2023 and where the Board and public will be asked for input or in some cases final decisions by the Board on options to consider in arriving at final strategies.

iv) Field Tour of the Community with members of the new District of Ucluelet Council.

Interest has been noted from at least one member of the new District of Ucluelet Council in a tour of the Barkley CF. The Board agreed such a trip would be valuable and requested Erik send a note to Duane Lawrence requesting this be put on the agenda for Council to discuss and provide an indication of interest and any possible dates to allow for Erik to arrange a tour.

v) Other Field Operations Notes

- Erik is working with Mosaic to ensure completion of all requirements of their 2022 timber sale are completed and all invoices paid.
- Salvage log program is now proceeding rapidly with the expectation that logs will be flown in the next few weeks and fully scaled by the end of February.

5) Correspondence

Erik has responded to a survey query form Laurie at the Chamber of Commerce

6) Items brought out of In-Camera Meeting



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During the January 11, 2023, BCFC Board In-Camera meeting, the updated BCFC 5 year budget projections (2023-27) and the annual 2023 operating budget were reviewed and approved.

7) Date of Next Regular Meeting

The next regularly scheduled meeting for the BCFC Board will be Wednesday, February 8, 2023 at the BCFC Office. 10:00am to 12 Noon.

8) Meeting Adjourned by Chair at approximately 10:42 am

Approved: Terry Smith, Chair *Terry Smith*

Ken Matthews, Secretary *Ken Matthews*