



## 2016 CLCCF AGM MINUTES

**June 29, 2016 @ 6:30 p.m.**

Hope & District Recreation Centre –  
Conference Room 1005 6th Ave, Hope, BC

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## 2016 AGM MINUTES

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### 1. CALL TO ORDER

**Director Patterson called the meeting to order at 6:35 pm.**

**Present:**

Steven Patterson, CLCCF Director (for Yale First Nation) & CLCCF Chair

Mike Crane, CLCCF Director (for the District of Hope) & CLCCF Vice-Chair

Mike Veenbaas, CLCCF Director (for FVRD)

John Mason, CLCCF Director (for the District of Hope)

Wilfried Vicktor, Mayor of the District of Hope

Ken Hansen, Chief of the Yale First Nation

Vanessa Peters, Councillor for the Yale First Nation (entered part way through meeting)

Dennis Adamson, Director for Area B, FVRD

Heather Stewin, Councillor for the District of Hope

Kim Allan, General Manager, CLCCF

**Regrets:**

John Fortoloczky, alternate CLCCF Director (for the District of Hope)

## 2. **INTRODUCTIONS**

Director Patterson generally introduced the CLCCF Directors, shareholder (partner) representatives, the CLCCF General Manager and the MNP auditor.

## 3. **MEETING SAFETY & CONDUCT**

Director Patterson:

- Pointed out washroom locations and how to exit the building in case of emergency.
- Said that as there was a fairly small public audience that some public questions may be entertained during the meeting.

## 4. **SIGN-IN ATTENDANCE SHEET and REFRESHMENTS**

Director Patterson:

- Requested that all audience members please sign in on the attendance list.
- Said there were refreshments and pastries available at the back of the room.
- Said there were copies of the full AGM Information Package available on a table.

## 5. **APPROVAL OF AGENDA**

Moved by Director Mike Crane and seconded by Director Mason “that the 2016 AGM Agenda be approved as presented”.

Approved by all four CLCCF Directors.

## 6. **MINUTES OF 2015 AGM**

Director Patterson said that the Minutes of the 2015 AGM were approved on October 19, 2015.

## 7. **TOPICS**

### 7.1. **Board of Directors’ Report**

On behalf of the CLCCF Board, Director Patterson:

- Explained he was the CLCCF Board Chair.
- Acknowledged the current Board’s work and the transition period that the CLCCF has been going through.
- Said that having an area-based Community Forest tenure was preferred as it leads to more community control and better stewardship. This also meant it was community based with local values incorporated.
- Explained that the recent five year cut control period ended on December 31, 2015 and that increased efforts were made last year to ensure the allowable cut was utilized by this

time.

Director Crane said that the community forest had more local control with the type of tenure it had and that he would like to see more local jobs created over time.

## **7.2. General Manager's Report**

The General Manager gave a summary of his community forestry background, a brief explanation of the relative roles of the GM and the Board, and that the GM was the only current employee of the CLCCF and did not work full-time.

## **7.3. Financial Report and Audited Financial Statements**

Keith Britz, CPA, CGA, CA from MNP LLP:

- Provided a summary of his experience as an auditor with MNP.
- Explained the role of management, that this was overseen by the Board of Directors and that MNP recently completed an independent audit for the 2015/16 fiscal year of the community forest.
- Gave a summary of the audited financial statements for the 2015-16 year.
- Provided an overview of the revenues and expenditures compared to budget for the completed 2015-16 fiscal year.

## **7.4. Current and Future Vision, Operational Projects and Planning Activities**

The General Manager gave a PowerPoint presentation providing details about the following topics. The GM said that his presentation was based on the report in the AGM information package, which provided more details and that all this information and more was available on the CLCCF website:

- Mission and vision statements
- CLCCF website information that was updated and available
- Policies approved and planned (available on the website)
- Major plans and agreements (all available on the website)
- Budget overview for the 2016-17 fiscal year
- 2016 harvesting plans
- Expiry of Tenure Management and Timber Purchase Agreement with Tolko Industries and 2016 management model structure
- Past and current strategic direction
- Inventories and analyses done recently or currently being done
- Timber Harvesting Land Base map showing that only about 1/3 of the total community forest area is available for harvest activities.
- Planning for future harvest activities
- Roads and Bridges
- Silviculture Activities: planting and fertilizing
- Future project development
- 2016/17 Corporate Plan

7.5. New Business: none noted.

#### 7.6. Appointment of Directors

The attending shareholder representatives confirmed the following:

The Cascade Lower Canyon Community Forest Limited Partnership hereby appoints the following to continue as Directors for the Cascade Lower Canyon Community Forest:

Mike Crane (as a District of Hope representative),  
John Mason (as a District of Hope representative),  
Steven Patterson (as a Yale First Nation representative),  
Mike Veenbaas (as a Fraser Valley Regional District representative), and  
John Fortololoczky (as the District of Hope alternate representative).

Director Patterson also stated that the CLCCF was looking for additional volunteer Directors and would consider applications from the public.

### 8. QUESTIONS FROM THE FLOOR

Various questions and comments came from the audience during the meeting and during question period:

- Question: why did the 2015/16 budget showed \$50,000 for miscellaneous and none was spent? Answer: at that time, there was the potential to buy 1-2 used bridges from Flatiron Graham from their Hydro project; however, later they used the bridges elsewhere, so there was no need to spend this money.
- Question: what about your future tendering process? Will it be a tender with the lowest bid or a proposal format? Answer: this has not been determined yet and would be specific to the type of project. Tenders with a simple bid price are often used when the project parameters are well known while a proposal format is often used when the solution is not fully known and ideas from vendors are sought.
- Question: at last year's AGM it was explained that logging in 2015 would need to be done quickly to meet the cut control period. Will we need to rush the logging in this new cut control period? Answer: there is still 4 ½ years remaining and our planning and permitting is proceeding as planned. We should be fine and not have to rush.
- Question: what are the plans for Sunshine Valley regarding public consultation? Answer: we plan to have a public session and tour regarding potential future logging and recreation, likely this fall.
- Question: what does it entail in the Corporate Plan where it mentions attaining SAFE certification and has the CLCCF paid any safety fines? Answer: past operations were under Tolko's safety program but now that their management contract is over, the CLCCF needs to develop its own safety program. The CLCCF has never paid any safety fines and is unaware of any current liabilities in this area.
- What will the money in the bank be used for? Answer: there will be a significant reserve fund to ensure the stability of the CLCCF during poor economic times and to make sure that proper CLCCF operations do not get compromised. Sufficient money is needed to ensure operational expenses. Community feedback would be appreciated for ideas in this

area. The CLCCF is currently working on developing a policy regarding distribution and use of excess profits.

- Question and comment about local job creation; whether specialty mills or dry land sorts could be established locally? Answer: many such projects rely on having sufficient volume of appropriate material plus significant capital investment. The CLCCF volume is actually very small to economically justify these as well as having a range of log sizes and species that need to go to various mills, not just one specialty mill. Many of the job functions require specialized knowledge, so often people from outside the community are required. However, the CLCCF wishes to develop local employment but this takes time to develop and we will be aware of this objective.
- Question: in the 2015/16 year, there was an expenditure of \$1,429 for donations? Answer: these were three equal donations to local food banks at Christmas time (administered by Hope Community Foundation, Yale First Nation and Joshua Project).
- Question: how many man-hours of work have been created? The General Manager said this was not known as most work was done via Tolko and we do not have access to that level of detail. The General Manager said that the forest industry often used general multiplier factors for every 1,000 cubic metres of wood; however these were very general and not specific to anyone operation. The GM said he would send a copy of the BC Community Forest Association's 2015 Community Forest Indicators report to Dennis Adamson.
- Comment: that the donation of one truck load of firewood to Yale earlier this year was much appreciated and definitely helped.
- Comments from the Partners: acknowledgement of and thanks to the work of the volunteer directors and for the experience of the General Manager.

## **9. ADJOURNMENT**

Director Patterson adjourned the meeting at 7:40 pm.

AGM Minutes approved: July 21, 2016 by CLCCF Board Resolution [CF25-2016].