



2015 CLCCF AGM MINUTES

September 30, 2015 @ 6:30 p.m.

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

2015 AGM MINUTES

1. CALL TO ORDER

Director Veenbaas called the meeting to order at 6:45 pm.

Present:

Steven Patterson, CLCCF Director (for Yale First Nation)

Mike Veenbaas, CLCCF Director (for FVRD)

Wilfried Vicktor, Mayor of the District of Hope

Pedro Moreno, Councillor for the Yale First Nation

Walter Kassian, Alternate Director for Area B, FVRD

Kim Allan, General Manager, CLCCF

Regrets:

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

2. INTRODUCTIONS, MEETING SAFETY & CONDUCT, SIGN-IN ATTENDANCE SHEET

Director Veenbaas:

- Introduced the CLCCF Directors, shareholder (partner) representatives and the CLCCF General Manager.

- Pointed out washroom locations and how to exit the building in case of emergency.
- Said that as there was a fairly small public audience (7), that some public questions may be entertained during the meeting but that these would be preferably held off to the Question Period.
- Requested that all audience members please sign in on the attendance list.

3. **APPROVAL OF AGENDA**

Directors Veenbaas and Patterson approved the AGM Agenda. The audience were given copies of the AGM agenda with information package.

4. **TOPICS**

4.1. **Board of Directors' Report**

On behalf of the CLCCF Board, Director Veenbaas:

- Acknowledged the hard work and dedication of previous Board members, who set the foundation and nursed along the community forest from infancy.
- Said that significant changes have occurred during the past year. Shareholders put in place an interim Board to help guide the CLCCF through an organizational change. The interim board has endeavored to build upon earlier CLCCF successes and put in place a plan to enable the long term economic success of the CLCCF, determined by economic gains being made in the communities within the CLCCF. This involved new policies such as the Corporate Governance Policy and Tendering Policy. The aim is to make the organization more transparent to the public and to ensure standardized rules and processes are followed. More policies are being developed.
- Mentioned the hiring of a General Manager, Kim Allan with a background in community forestry can help manage internally versus contracting that function to a third party. Contracting this position lowers the financial risk, keeps staff obligations low and provides flexibility.
- Noted that a Tolko type arrangement was the best fit in the early stages in order to generate much needed funds for the organization with minimal financial exposure. Now the CLCCF can take this to the next step and bring the expertise in-house.
- Said the website is the primary communications tool with the public. The website is now under the direct control of the General Manager and is being kept current with much new information having been added.
- Described that forest inventory work is being done to enable to the best returns for the community forest.
- Said an overarching principle is that the shareholders recognize the goal of the CLCCF is to benefit the three regions and not to have any CLCCF financial proceeds be simply used as a general revenue source.
- Said that the CLCCF would like a permanent 6 member Board – 2 each per shareholder, plus 1 alternate. While one new Director will join today, there is still room for more.

4.2. General Manager's Report

The General Manager gave a summary of his community forestry background, an 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 (approximately 50 to 60%).

4.3. Financial Report and Audited Financial Statements

Director Veenbaas gave a summary of the audited financial statements.

4.4. Annual Report for Fiscal Year from April 1, 2014 to March 31, 2015

The GM provided a verbal summary and said that more details were in a report of the same name, which was part of the AGM information package.

4.5. Current and Future Operational 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:

- 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 2015-16 fiscal year
- 2015 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
- Planning for future harvest activities

4.6. Auditors for Next Fiscal Year

Director Veenbaas reported that MNP had done several external audits for the CLCCF and would continue as the auditors for the next fiscal year.

4.7. New Business: none noted.

4.8. Appointment of Directors

The attending shareholder representatives confirmed Mike Crane as a new CLCCF Director (for the District of Hope) and he was to assume this position immediately. The existing Directors will continue: Mike Veenbaas (for FVRD), John Fortoloczky (for District of Hope) and Steven Patterson (for Yale First Nation).

5. QUESTIONS FROM THE FLOOR

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

- Why 4 partners/shareholders now? Answer: the legal agreement, from the beginning,

showed the CLCCF General Partner Corp as a partner, although the General Partner Corp only has a 1% share and in practice does not perform partner duties like the main three partners. Its primary role is to manage the CLCCF.

- What will future profits 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. The amount has not been made into policy yet but currently \$800,000 is being used as a target (to be confirmed or fine-tuned in 2016). When there is a surplus profit distribution sometime in future, it should be to each shareholder equally. It will be up to each shareholder as to what they do with it but there will be encouragement to use it for capital or infrastructure projects broadly benefiting the recreation, safety, social, educational or economic aspects of the shareholder communities in and around Hope and not for general revenue or for benefitting small groups or individual only. It may be possible for a regional project done by all partners. Public feedback can always be given to the elected representatives from each shareholder organization. Credit for funding revenue should be effectively tied back and shown to be from the community forest. However, these are current thoughts and should be firmed up better once an improved strategic sustainable plan is made in 2016 following the completion of the current inventory projects.
- Questions about sustainability? Answer: the cut levels are sustainable and within the approved limits set by the provincial government based on a comprehensive analysis. Less than 1% of the land base is harvested annually and reforestation laws are in place. The current Vegetation Resource Inventory and Terrestrial Ecosystem Inventory upgrades will improve sustainability further.
- Question regarding who fixes forestry roads? Discussion ensued and the answer is it depends on factors such as who has the license, who is using it etc. Comments were made that the CLCCF roads being used by Flatiron for the current power line project are generally in good shape.
- Question on donation of firewood to community or residents? Answer: a policy will be developed and the CLCCF wishes for opportunities. However, issues to address are that firewood logs are often small and do not fit easily onto a logging truck and the issue of foregone revenue, cost and the level of donation budget.
- Question about volunteer Board? Answer: volunteer unpaid Board members usually have other obligations such as jobs, families etc. and often are only willing or able to commit so much time and may not have specific expertise. Therefore, the current system of having a GM to do the work and provide advice to a volunteer Board, which provides overall guidance and oversight, is seen as good.

6. ADJOURNMENT

Directors Veenbaas and Patterson adjourned the meeting at 8:20 pm.

AGM Minutes approved: October 19, 2015 by CLCCF Board Resolution [CF47-2015].