

# : SUNSHINE COAST COMMUNITY FOREST LTD.

## MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON Monday, October 21, 2024 AT 213 – 5710 Teredo St, Sechelt BC and by Zoom

<b>PRESENT:</b> <b>(Directors)</b>	Kathleen Suddes Jim Tivy	Jordan Wilson Stu Dornbierer	Gord Crandlemire Katherine Gordon	Doug Marteinson
---------------------------------------	-----------------------------	---------------------------------	--------------------------------------	-----------------

**REGRETS:** Bob Michor Greg Caw

**ALSO PRESENT:** Warren Hansen - Managing Forester Sara Zieleman - Executive Director, Karen Nielsen - Administrative Assistant, Alton Toth - District of Sechelt

### Call to Order

Chair Suddes called the meeting to order at 4:02 pm

### 1.0 Adoption of Agenda

**MOTION:** To adopt the agenda as circulated. – CARRIED

### 2.0 Minutes

**MOTION:** To accept the minutes of the Sept 9, 2024 Board Meeting as presented – CARRIED

Notation made on September 9, 2024 Minutes Alton Toth, name spelled incorrectly as Alan - amended

### 3.0 Appointments & Delegations – None

### 4.0 Management Report

- **Harvest Operations** - Since September there has not been a lot of harvesting activity, logging and waste survey are complete in CP18. Not many changes over summer.
- We are now looking at preparations for harvesting and possibly standing stem harvesting in November-December and into the spring 2025. Standing stem was previously delayed, approved last week. Stella Jones is looking for people to do climbing & limbing in November prior to helicopter arriving.
- Cutting permits submitted for approval C19 (AN27), CP 20(HM64) Wakefield Creek and CP21 (HM66-1A).
- Markets have dropped off. Douglas fir is not selling at the moment, there is a lot of inventory in the river. We expect a holding pattern for the next year. Maybe some changes coming with US election.
- No news on EBM, draft report remains the same and published online.
- Suggestion made that it would be a good idea to have a hard copy of the EBM available for viewing.
- No areas of concern noted blocks or on our roads following the last large rainfall.
- **Recreation** - SCR D agreement for Big Trees Maintenance has gone back to SCR D to change wording on the insurance clause.
- Baby Beaver Bridge – Which resides in HM64 a new bridge is being built by David Atlee
- **Community Engagement** - Wood Expo not super busy, but good atmosphere some good sales, good feedback by vendors.
- Field trip held with UBC Masters of Forestry with some CAP members and Candace Campo in attendance.
- Presentation made to Gibsons Rotary Club focusing on EBM was well received.
- EW16 Mushroom Survey with Steve McKenzie(CAP) and Jim Budd - forest tour and mushroom picking.
- CAP block walk in AN12A discussions held around balancing values, biodiversity, managing timber profile, recreation impacts, foraging and hunting opportunities. CAP is interested in hosting public meetings, perhaps

quarterly this block may be what they will discuss. Noted that this is not a designated recreation area and likely to be cut off from public access by future gravel mine expansion.

- SCCF will be making a presentation to Community Foundation October 28 regarding our mission, vision and values.
- Looking at supporting a Sechelt logger sports in 2025 - Hackett Park has been booked In July. Possible dates July 19-20 or August 16-17

**MOTION:** To accept the October 2024 Management Report as presented. – CARRIED

## **5.0 Committees**

### **5.1 Executive Committee – no report**

### **5.2 Audit Committee – no report**

#### **5.2.1 2024 Q2 Financial Statements**

- Audit Committee has not met, 1-2 meetings planned for November.
- No significant changes on log sales between Q2 and Q3 with 5-600 (m3) of wood unsold at end of Q2.
- Budget harvest volume sold is accurate within 200m
- Prices a bit better than expected.
- Big Trees grant revenue received (\$70,000) included in other revenue
- Variance on advertising and communications - mostly due to an allocation change, noted that budget variances offset each other and this will balance out through the end of the year
- Board and committee costs - plans for BCCFA meeting but not attended by any directors
- Management under due to budget reflecting Warren to be working through Chartwell
- Forest Management - not for producing logs, used for recreation etc.
- Net income approx. \$930,000 for 2nd quarter
- Review of Balance sheet, noted that we will look at moving more funds into an investment account after meeting with Audit Committee and new laptop is primary asset purchase this period, replacing Warren's Chartwell laptop
- Review done on statement of cash flows
- Chequing account transaction are available for board review.
- Question of whether we are GST exempt: No GST exemption, we do claim input tax credits which reduce our GST collected by GST spent, however we are exempt from income tax as a nonprofit

**Motion:** to Receive and accept the 2024 Q2 financial statements - CARRIED

#### **5.2.3 Signature Limits**

Since the inception of Community Forest our staff signing limit has been \$5000.

A review was completed to determine if there was a substantial increase in cheques requiring signatures from the board:

Jan 1 - Dec 31, 2020 - We had 18 cheques written over \$5000, of those 8 were over \$10000 and 6 over \$25000

Sept 1, 2023 - Sept 30, 2024 - We had 69 cheques written over \$5000, of those 26 were over \$10000 and 23 over \$25000.

It is noted that the chequing account ledger has been and will continue to be reviewed by the board.

**Motion:** To increase the staff cheque signing authority from \$5000 to \$10,000 - CARRIED

### **5.3 Nominations and Board Development Committee – no report**

### **5.4 Legacy Fund Committee – no report**

### **5.5 Governance Committee – no report**

## 5.6 Community Advisory Panel

5.6.1 – Minutes of Sept 26, 2024 meeting reviewed.

### Highlights

- Positive conversation around Air Curtain Burner and discussion on what we could do, such as selling bio char.
- Legacy Fund bylaw and policy feedback was discussed, CAP members thought the Legacy Fund policy was not aligned with commitments made when the license was applied for with respect to sharing financial benefit of the license with the broader Sunshine Coast communities. They also felt that the funds should not be restricted to human use projects but remain open for environmental remediation, and also that recognition of where the funds came from when they are used is very important – for example, plaques should be mandatory and the community forest should consider providing standard plaques with logo along with funding. Sara will draft a response to the DOS regarding the Legacy Fund bylaw incorporating Board and CAP feedback and share for review.
- Tenure expansion: CAP supports a watershed security commitment. With a motion to support. CAP would like to plan a public meeting, which is expected to be discussed at this week's meeting.

**MOTION: To accept CAP's Report - CARRIED**

## 6.0 Old Business –

### 6.1 Draft UBC Statement of Cooperation

The purpose of the draft statement of corporation is to strengthen the relationship and to encourage cooperation between the organizations on research, student projects, student internships, study tours, joint seminars and workshops and inclusive community engagement opportunities in the areas of Forest and Conservation Sciences.

The agreement does not bind us to any significant cost obligations. Costs would be considered on an individual basis for each research project, collaborative event, or field trip opportunity. It is generally expected that we will make in-kind contributions such as staff time and sharing existing research and reports we own, and that the ownership of the research information that came out of this would be determined on an individual basis.

**Unanimous consensus to move forward with this high level agreement of cooperation.**

### 6.2 Draft SCRD Big Tree Partnership Agreement

Before we ask the Directors to sign the partnership agreement, we wanted to provide the report for their review.

**Unanimous consensus to move forward pending fine tuning of insurance clause**

## 7.0 New Business –

### 7.1 Talaysay Tours Partnership Report and Proposal

Sara gave a summary of community tours led by Candace Campo of Talaysay Tours with our previous funding of \$10,000. This provided for staff training on ecology and cultural development and over 100 community members participating in land based learning including primarily tours which were entirely complimentary, and also a couple of complimentary seats to allow people with financial barriers to join paid kayak tours:

- Birds, Beavers and Bannock – Smugglers Cove
- Moss, Mycelium and Magnificent Trees – Roberts Creek
- Sea Gardens and the Salish Sea – Sechelt Inlet
- Talking Trees ethnobotany – Sunshine Coast
- Love The Land – in depth focus on ethnoecology and ethnobotany and reconciliation

Staff are recommending to fund the new proposal between \$8,000 - \$12,000 per month for 10 months with a preference to fully funding, to support community capacity building in shishalh land-based learning, as well as achieving

community forest objectives of having a community knowledgeable about forests and forestry. Points discussed include:

- We have been working with Candace Campo since 2022.
- Proposal is supported and invited by Shíshálh Nation
- Staff believe Hiwus and Counsel will be asked for financial support for any funding gap
- Furthers our explicit strategic goals including community education and EBM
- Training towards a knowledgeable workforce for cultural use surveys that we don't currently have access to
- We will be asking for the Shíshálh Nation's support in our tenure expansion shortly.
- Tours would be offered through SD46 and community groups
- They would not be exclusive to our tenure.

Further discussion held regarding the community benefits of these tours including working with the Nation which is in line with our values and EBM, and how much if any we should fund. Points raised include whether this compromise our position to help elsewhere, that this funding would be outside legacy fund granting, that Candace could act as a liaison with the Nation, how can we integrate community forest language into proposal, and the intention for quarterly reports to the board and at least monthly meetings between Talaysay Tours and staff to ensure we are creating opportunities for shared learning.

Would like to see proposal amended with recommendations

[Motion: To fully fund the proposal with Talaysay Tours for 10 months at the proposed amount of \\$12,000 per month providing CAP has the opportunity to review and support prior to commencing, and no barriers are raised - CARRIED](#)

*5:15 Kathleen leaves the meeting and passed the Chair to Jim Tivy.*

## **7.2 Apportionment Process Tenure Expansion Request**

Documents and proposal letter sent to the Ministry of Forests  
NDP has pledged to double the community forest program.  
Warren discussed the benefits to the expansion.

## **8.0 Correspondence – none**

## **9.0 Next meeting – November 18, 2024**

**Adjournment** : 6:06 pm