

**SECHELT COMMUNITY PROJECTS INC.**  
(the "Corporation")

**MINUTES OF MEETING OF THE BOARD OF DIRECTORS  
HELD ON THURSDAY, NOVEMBER 26, 2009 AT 9:00 A.M. AT  
THE SUNSHINE COAST GOLF & COUNTRY CLUB, ROBERTS CREEK, B.C.**

**PRESENT:**

Henderson, J. - Chair  
Anderson, T. - Director  
Pakulak, L. – Director  
Rudland, E. - Director  
Sitter, B. – Director

**ALSO PRESENT:**

Davie, K. - Operations Manager  
Cunliffe, J. - Administrative Assistant

**REGRETS:**

Frank, J. – Director  
Moonen, P. – Director

**THE REGULAR MEETING WAS CALLED TO ORDER AT 9:00 A.M.**

The Agenda was reviewed and adopted.

**MINUTES**

**MOTION:**

**UPON MOTION DULY MADE AND SECONDED IT WAS RESOLVED** that the Minutes of September 24, 2009 be received and that the Minutes be adopted.

**MOTION:**

**UPON MOTION DULY MADE AND SECONDED IT WAS RESOLVED** that the reference to Forestry Public Advisory Committee throughout the minutes be amended to read Forestry Policy Advisory Committee.

**OPERATIONS REPORT**

The Operations Manager's Report was tabled and a discussion ensued.

**MOTION:**

**UPON MOTION DULY MADE AND SECONDED IT WAS RESOLVED** that the Operations Report be received as presented and amended.

## **2010 PLANNING**

The Operations Manager presented a draft 2010 Budget Assumptions Report for review and discussion. Management is currently working with the auditor to create a specialized format.

## **COMMITTEE REPORTS**

### **A. Governance**

Len Pakulak presented an update of the Corporate Governance Policy.

#### **MOTION:**

**UPON MOTION DULY MADE AND SECONDED IT WAS RESOLVED** that the revised Corporate Governance Policy be and is hereby approved as presented.

It was agreed that the Corporate Organization Chart should be updated annually to reflect current information.

### **B. Audit**

The Audit Committee Chair reported on the 3<sup>rd</sup> Quarter Financial Report as at September 30, 2009.

#### **MOTION:**

**UPON MOTION DULY MADE AND SECONDED IT WAS RESOLVED** that the 3<sup>rd</sup> Quarter Financial Report as at September 30, 2009 be and is hereby approved as presented.

### **C. Policy Advisory Committees (PACs)**

#### **i) Value Added PAC**

The Operations Manager reported on the status of the Value Added PAC. The Sunshine Coast Community Forest Wood Forum in early October was successful.

#### **ii) Forestry PAC**

Bob Sitter reported on the status of Forestry PAC and recommendations.

#### **MOTION:**

**UPON MOTION DULY MADE AND SECONDED IT WAS RESOLVED** that Management be instructed to receive the Forestry PAC reports and recommendations, analyze the recommendations and report back to the Board of Directors by January 15, 2010.

**COMMUNITY ENGAGEMENT**

**A. Public Opinion Survey**

Greg Lyle of Innovative Research Group joined the meeting to give an overview of the poll results.

**NEXT MEETING/FUTURE AGENDA ITEMS**

The next meeting of the Board of Directors will be held on Thursday, February 25, 2009 at 9:00 am.

**TERMINATION**

There being no further business, the meeting terminated at 1:50 pm

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Chair



# SUNSHINE COAST COMMUNITY FOREST

## *BUILDING VALUE FOR OUR COMMUNITY*

### BOARD MEMO

#### OPERATIONS REPORT September/October, 2009

#### 1. Operations

##### 1.1. Engineering

Engineering progress on the boards approval to increase engineering development to 40,000M3 is progressing well and we will be prepared with cutting permits for the first quarter of 2010.

##### 1.2. Logging

Most of our selective harvesting during Sept/Oct was for poles, house logs and specialty orders such as timber sticks most of which went to local sales.

##### 1.3. Planning

###### 1.3.1. Timber Supply Analysis

The Timber Supply Analysis (TSA) was vetted through the FPAC.

###### 1.3.2. 2009 Spacing

The request for spacing tenders has gone out for two areas in West Sechelt. We anticipate work to start soon as the winning contractor is selected.

###### 1.3.3. Community Forest Operating Plan (CFOP)

Updating the CFOP and Operating Guidelines will commence in December to plan for the preparation to start public, CFAC and FPAC consultation likely in February. This will involve identifying proposed blocks for the board, CFAC, FPAC and the public. Walk abouts and one public meeting to look at maps could be completed for the end of April. Board approval of the CFOP would be anticipated for the June board meeting.

#### **1.3.4. Licence Replacement**

My plan is to move forward with applying for a replacement licence in January. We have to assess the information that best fits with our conditions in order to decide when we should actually transfer the licence. This may or may not happen depending on the interpretation that the Coast Region has on the Cut Control Period. The timing of the rollover has to flow seamlessly into the new licence on a calendar year basis so that we do not lose any volume. The process outline for replacing the Probationary with a long term agreement is:

- *Request to the Regional Manager a replacement licence.*
- *Tenures forester issues a letter to the District Manager to consult with the first nations.*
- *Tenures forester sends a letter to the applicant outlining the regional policy and steps required.*
- *The applicant:*
  - *Produces a new management plan.*
  - *Amends the FSP if required.*
  - *Will consult with the public.*
  - *Demonstrate the cut control position for the rollover.*
- *The new AAC may either be changed before or after this process.*
- *After six months from the initial letter and with our approval, the new licence is transferred.*

#### **1.4. Recreation**

The most significant showpiece for recreation is our relationship and agreement with the Hidden Grove Group. This area and our planning to create a demonstration and interpretive forest are our most visible displays of our commitment to recreation. Other areas of our chart will be managed but not as a specific project. This includes continuing to leave small trails on roads we deactivate.

##### **1.4.1. Hidden Grove**

The parking lot was approved and we are now awaiting donations that the Group is arranging to surface the parking area. The CF will excavate the actual road area and the cost, \$7300 was included in the Q4 budget.

#### **1.4.2. Trail Management Plan**

Management has not been contacted by the consultant, IMBA this project was initiated in April. I believe the time has passed for expectations of any results from this project and if I don't receive the report from the consultant by the end of November, I will cancel the project.

### **2. Economic Development**

#### **2.1. Value Added Forum**

See report summary of proceedings of the forum.

### **3. Log Sales**

#### **3.1. Market Conditions**

While there have been some minor fluctuations in the log market such as cedar, the outlook for 2010 remains the same as our experience this year. Pole prices have fallen off about 10%.

#### **3.2. Local Sales**

We continue to supply the local market to meet the demand of about 100M<sup>3</sup>/month.

### **4. Public Relations**

#### **4.1. Newsletter**

The newsletter was well received from those who read it. The poll will shed some light on its effectiveness in delivering through the local papers.

#### **4.2. SCCF Video**

Our video was presented to the public meeting in an almost completed version. There are a couple of errors to fix and the project is completed on budget.

#### **4.3. Oct.29<sup>th</sup> Public Meeting**

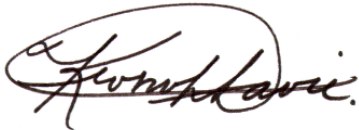
The public meeting was attended by about 30 residents including three councilors. Presentations were made by Brian Smart on the mechanics of the TSA and Tony Greenfield, CFAC Chair on urban Bio-diversity. A lively question period followed and we did not get any press coverage because they didn't attend inspite of two invitations.

#### **4.4. Walk Abouts**

Walk abouts will commence over the next few months highlighting post harvesting and new blocks as we initiate the updating of the CFOP.

#### **5. Log Inventory**

The entire main harvesting inventory was sold and invoiced by the end of October. Small packages and local sales continue as stated above in 1.2.

A handwritten signature in dark ink, appearing to read "Kevin W. Davie". The signature is written in a cursive style with a large, looping initial "K".

**Kevin W. Davie**  
**Operations Manager**