

# SUNSHINE COAST COMMUNITY FOREST LTD

**MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON Monday, September 18, 2023  
AT 213 – 5710 Teredo St, Sechelt BC and by Zoom**

<b>PRESENT:</b>	Jim Tivy	Kathleen Suddes	Bob Michor	Greg Caw
<b>(Directors)</b>	Gord Crandlemire	Dennis Lozinsky	Jordan Wilson	
Regrets: Doug Marteinson				
<b>ALSO PRESENT:</b>	Sara Zieleman – Executive Director, Warren Hansen, Operations Manager, Karen Nielsen – taking minutes			

## Call to Order

The meeting was called to order at 4.00 p.m.

## 1.0 Agenda

*MOTION: Agenda was adopted as presented - CARRIED*

## 2.0 Minutes

*MOTION: to accept Minutes from the regular meeting of July 10, 2023. CARRIED.*

## 3.0 Management Report

Still have logs to sell from HM70 and Airport -1000m remaining.

Proposed harvesting of AN15, AN3, AN3A based on market advice from log brokers to sell fir first. We may advertise for tenders this Friday to start mid October.

Discussion surrounding wood chips from the airport includes the following points: the pulp mill has large inventory and not interested in taking our chips at the moment, but may later, potential waste recovery funding from FESBC, potential to have a video made for promotion and education around fiber recovery, and a local business interested in using green waste for burning for energy.

Question - Are there any obstacles for cutting permits for next year?

Most blocks are ready to go and pending shishalh Nation review before cutting permit approval.

Question - Is there anything environmentally unique in those blocks that will add to ELF concern and/or opposition?

Review has been completed by McTavish with interactive notes on their assessment and findings of area review, additionally block assessments are conducted and we are confident that block planning has ecological considerations thoroughly considered and accommodated. It is noted that ELF routinely opposes the next block, whatever it may be, going back to 2011.

Legacy Fund Grants given out 4 grants for \$30,000 each, details below.

Wood Expo was very well attended by the public and many great woodcrafters were present.

Members of the public interested in joining CAP will be referred to the committee.

### **3.1 : Response to ELF campaign emails**

AN3 – ELF concerned with stability of steep slope and down streams, there are no streams in this block. Professional reviews say that it is stable. SCCF would like to get roads in before poor weather. The previous issue in a cut block was due to blocked culvert. ELF sent an email to the District Manager and Forest Practices Board.

ELF had people for their walk in the woods for AN3, we received 7 emails which received a response drafted by Warren and Kathleen.

[Recommended Motion – That the Sunshine Coast Community Forest Board of Directors receive the September 2023 Management Report – MOTION CARRIED](#)

## **4.0 Committee Business**

### **4.1 Executive Committee**

No Report

### **4.2 Audit Committee**

#### **4.2.1 2023-008-08 Meeting Minutes**

Results of a meeting to engage with Crowe McKay, to assist is in getting on track for our year end audit. Budget accepted for the work because they are familiar, the audit shouldn't take as long.

### **4.3 Nominations and Board Development Committee**

#### **4.3.1 Skills and Experience Matrix from Board Social**

No meeting since social, would like to have a meeting to review the results of the matrix before the next board meeting. Would be interested in hearing any feedback. Will factor in aspects of the scores and the usefulness of the matrix. Might open up conversations for the Governance Committee to review.

### **4.4 Legacy Fund Committee**

#### **4.4.1 2023-07-11 Meeting Minutes**

#### **4.4.2 Legacy Fund Grant Recommendations**

Four grants awarded for \$30,000 each to BC Conservation Foundation, Tetrahedron Outdoor Club, SC Salmonid Enhancement Society, and Pender Harbour Community School.

Nothing else new since the last meeting.

Question regarding the investment of the funds sent to the Shareholder - this has been passed to the Audit Committee.

### **4.5 Governance Committee**

#### **4.5.1 2023-07-18 Meeting Minutes**

The committee now has a specified reviewing location for all documents and general document for policies that may exist. Policies about how we are governed and old growth policies etc. lots to review to move forward.

Looking for a meeting time to discuss further.

Template created for committee minutes to have it all uniform. Consistent way to demonstrate what happened in the meeting. Finance section – DOS and Legacy fund referred to Audit.

CAP meeting minutes documents can be decided on their own or if they would like to use this template.

#### **4.5.2 2023-07-31 Meeting Minutes Draft Expense Procedure and Form**

Investigation into what other groups have in place for expenses, used portions of other documents to suit our needs. Needs feedback from CAP, review and bring back comments for next meeting.

Each group would refer to their lead for approval within the budget.

#### **4.6 Community Advisory Panel 4.6.1 2023-07-27 Meeting Minutes**

A motion was made to construct engagement TOR for all not just ELF.

#### **4.6.2 2023-08-31 Meeting Minutes**

CAP was overall happy with how TOR was constructed, however would like to remove all references to ELF.

Not sure how EBM is working and would like the public to be more aware of how it has worked so far – functionality of EBM and clarification/documentation of how it is working (examples).

Continued discussions if they would like their meetings open to the public. Not sure if they currently want their meeting recorded and open to public, ongoing discussion.

#### **4.6.3 Draft Terms of Reference for Local Stakeholder Groups**

A motion was made to meet with ELF upon the agreement, however, they decided to hold off.

Question - Curious if we go ahead with the TOR, what is the size we use to qualify if/when we would use this. Suggested it should be when we meet on a regular basis with a group, not necessarily for one-off meetings.

[MOTION: to receive all committee reports and share the TOR with Governance Committee and Staff to review and make recommendations back to the board - CARRIED](#)

#### **5.0 Old Business**

Nothing actioned yet regarding woodlot.

#### **6.0 New Business**

#### **7.0 Correspondence**

None

Notation made- ELF correspondence is not priority at the moment just to make the Board aware. Elf is welcome to CC board members if they would like to.

**8.0 Next meeting:** Monday, October 16, 2023

Meeting Adjourned at 4.51 pm.