

# Wells-Barkerville Community Forest Ltd.

## Board Meeting (Open)

May 17, 2018 at 6:00 PM, Wells Municipal Hall

1. CALL TO ORDER AND ADOPTION OF AGENDA

- a. Adoption of Agenda for May 17, 2018 WBCF Ltd (WBCF) Board Meeting

**Recommendation:** That the Board approves the Agenda for the May 17, 2018 WBCF Board meeting.

2. ADOPTION OF MINUTES

- a. Adoption of Minutes from April 16, 2018 Board Meeting

**Recommendation:** That the Board approves the Minutes of the April 16, 2018 WBCF Board meeting.

3. DELEGATIONS AND PETITIONS:

- a. WBCF Past, Present & Future (Presentation by Chris Elden & Mike Sakakibara of West Fraser Mills)

4. BUSINESS ARISING FROM THE MINUTES / UNFINISHED BUSINESS:

- a. Integris Bank Balance (update to follow)
- b. 2018 Budget (revised copy to follow)

5. NEW BUSINESS:

- a. BCCFA Conference and Annual General Meeting (WBCF attendees)

6. COMMITTEE REPORTS: TBD

7. CORRESPONDENCE:

- a. Email from Cascadia Environmental Services Ltd dated April 24, 2018
- b. WBCF Board communique regarding -- Cornish Mountain Trail Network Expansion, winter 2017-2018 (copy of WATS letter dated March 19-2018 attached)

8. PUBLIC COMMENTS: TBD

9. CLOSED MEETING: TBC

10. RECALL TO ORDER AND REPORT

**Recommendation: That** the Board recalls the Open meeting to order and reports out the following decisions / resolutions from the In-Camera Board meeting (if any).

11. NEXT MEETING: TBD

12. ADJOURNMENT

**Recommendation: That** the WBCF Board meeting of May 17, 2018 be adjourned.

# Wells-Barkerville Community Forest Ltd.

## Board Meeting (Open)

April 16, 2018 at 6:00 PM, Wells Municipal Hall

Attendance: John Massier (Board Chair), Margaret Inoue; Ian Macdonald; Paul Galliazzo RPF, Andrew Young

Absent: Jerritt Dupilka

Public Attending: None

### 1. CALL TO ORDER AND ADOPTION OF AGENDA

- a. The Meeting of the Wells-Barkerville Community Forest Ltd (WBCF) Board was called to order by the Chair at 6:00 PM
- b. Agenda – Moved by Paul Galliazzo, seconded by Margaret Inoue that the Agenda for the April 16, 2018 WBCF Board meeting be adopted as presented.  
Passed Unanimously

### 2. ADOPTION OF MINUTES

- a. Adoption of Minutes from March 12, 2018 Board Meeting

Moved by Andrew Young, seconded by Ian Macdonald that the minutes of the March 12, 2018 Board meeting be adopted as presented.

Passed Unanimously

### 3. DELEGATIONS AND PETITIONS: Nil

### 4. BUSINESS ARISING FROM THE MINUTES / UNFINISHED BUSINESS:

- a. Shareholder / Corporation Contract – Distribution Agreement (revised per March 12-2018)

Moved by Paul Galliazzo, seconded by Ian Macdonald that the revised Shareholder / Corporation Contract – Distribution Agreement (revised per March 12-2018) be received and adopted by the Board. Passed Unanimously

- b. Integris Bank Balance (update)

Moved by Paul Galliazzo, seconded by Margaret Inoue that the Integris Bank Balance report provided by Andrew Young be received. It was noted that as of April 7-2018 the WBCF had \$472,195.51 in its chequing account at Integris Credit Union – Quesnel.

Passed Unanimously

c. WBCF Invoicing and WFM Payments

Moved by Andrew Young, seconded by Ian Macdonald materials related to WBCF Invoicing and WFM Payments be received, and that the WBCF Board request assurances from West Fraser Mills that the Grade 4 Credit has been requested on behalf of the WBCF.

Passed Unanimously

d. WBCF Future

The WBCF Board discussed inviting representatives from West Fraser Mills including Stuart Lebeck, Mike Sakakibara, Chris Elden, and Julie Dinsdale to attend the next Board meeting in order to discuss the following:

- i. Planned and preferred silviculture work in 2018 and after in the WBCF now that the First Cut Control period has been finished. Recognizing that the WBCF Board has a commitment to enhanced silviculture.
- ii. How was WFM's experience with the harvest during the first cut control period?
- iii. What is the status of silviculture work and reporting for the WBCF?
- iv. What areas were actually harvested in 2017-18?
- v. Where did the pulp wood and waste wood go?
- vi. What would WFM think a contract for the second cut control period would look like?
- vii. Would it be advisable to hold back part of the Annual Allowable Cut (AAC) for harvesting for specialty wood products? What are some of the other markets for wood from the WBCF (e.g. tone wood)?

Moved by Ian Macdonald, seconded by Margaret Inoue that representatives from WFM be invited to attend the next meeting of the WBCF Board to discuss the points outlined above.

Passed Unanimously

e. 2018 Budget (revised draft)

Moved by Ian Macdonald, seconded by Margaret Inoue that the revised 2018 Budget (draft) be received by the WBCF Board, and makes additional revisions to the document as discussed by the WBCF based on log sale revenues that are founded on projected revenues averaging \$95 per m3 of harvested wood. Passed Unanimously

Moved by Ian Macdonald, seconded by Paul Galliazzo that, "The WBCF Board expects there will be additional dividends to be paid to the Shareholder between 2019-23 with the exact amounts to be determined in the future." Passed Unanimously

f. WBCF Coordinator

Moved by Andrew Young, seconded by Margaret Inoue that, "the WBCF re-post and re-advertise the WBCF Coordinator position with the closing date for applications being May 31, 2018." Passed Unanimously

5. NEW BUSINESS:

a. BCCFA Annual General Meeting (update)

Moved by Paul Galliazzo, seconded by Margaret Inoue that, “the WBCF Board authorize up to two Directors to attend the BCCFA conference in Burns Lake (May 24-26) and that the WBCF cover the registration fees, hotel/motel charges, fuel and mileage for the two Directors that attend the conference. Passed Unanimously

b. WATS Trail meeting work with WFM (update)

Moved by Andrew Young, seconded by Ian Macdonald that, the correspondence from the Wells and Area Trails Society (March 19-2018) related to the construction and expansion of the Cornish Mountain trails network be received, and that a letter of support be sent to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) stating that the WBCF Board “is in favor of the trail building work that West Fraser Mills is doing on behalf of the Wells and Area Trail Society (WATS) in the Wells Barkerville Community Forest”. Passed Unanimously

6. COMMITTEE REPORTS: Nil

7. CORRESPONDENCE:

- a. Stumpage Billing Notice dated 2018-03-08 from Ministry of Finance to WBCF
- b. Statement of Account dated 2018-03-23 from Ministry of Finance to WBCF

Moved by Andrew Young, seconded by Margaret Inoue that the Stumpage Billing Notice dated 2018-03-08 and the Statement of Account dated 2018-03-23 from the Ministry of Finance to the WBCF be received for information purposes.

Passed Unanimously

8. PUBLIC COMMENTS: Nil

9. CLOSED MEETING: Nil

10. RECALL TO ORDER AND REPORT: Nil

11. NEXT MEETING: Regular Meeting – May 17, 2018 to be confirmed, the WBCF Board wishes to invite representatives from WFM to attend that meeting (if possible).

12. ADJOURNMENT

- a. At 8:55 pm it was moved by Paul Galliazzo, seconded by Margaret Inoue that the WBCF Board meeting of April 16, 2018 be adjourned.

Passed Unanimously

**From:** Margaret Inoue  
**To:** [jmassier@cariboord.bc.ca](mailto:jmassier@cariboord.bc.ca); [pgalliaz@shaw.ca](mailto:pgalliaz@shaw.ca); [alison\\_ian@xplornet.com](mailto:alison_ian@xplornet.com); [jerrit.dupilka@gmail.com](mailto:jerrit.dupilka@gmail.com); Chief Administrative Officer  
**Subject:** Fwd: Wells-Barkerville Community Forest  
**Date:** May 14, 2018 3:25:21 PM

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Hello all,

Attached is a proposal and some communication I had with the Cascadia people. I had reached out to connect them with Leigh and so just followed up on my own.

Apologies that I didn't send this sooner, last month and the beginning of this month were a bit hectic for me.

Maybe we could put this on the agenda for Thursday?

Cheers,  
Margaret

Sent from my iPhone

Begin forwarded message:

**From:** <[chris@cascadiaenvironmental.ca](mailto:chris@cascadiaenvironmental.ca)>  
**Date:** April 24, 2018 at 07:32:26 PDT  
**To:** "Margaret Inoue" <[margaret.inoue@gmail.com](mailto:margaret.inoue@gmail.com)>  
**Cc:** "Kevin Vanderboom" <[kevin@cascadiaenvironmental.ca](mailto:kevin@cascadiaenvironmental.ca)>  
**Subject:** RE: Wells-Barkerville Community Forest

Hi Margaret

If the Community likes, we can do a \$/m3 rate for planning, at \$5.00/m3. This will include all facets of harvest planning, including our travel and community meetings. Items that wouldn't be covered under this would be Higher level plan updates (FSP, Management Plan), if the Community wanted to update these (the current documents are likely good for the next cut control period). I would charge hourly for this work, at \$60/hr and provide a budget.

Also, can you send me a copy of the management plan and long term harvest plan (if this has been completed), would be good to review these.

In terms of a partial management agreement, I don't think this would work well in this case, as the timber volumes are not at a level to make this work efficiently.

Let me know if you have any questions or need additional information. We would be more than happy to present to the Community once again.

Regards

Chris Gruenwald, RPF  
Principal  
Cascadia Environmental Services Ltd.  
Cell:604-302-9927  
Office: 604-287-3225  
33738 Fore Rd  
Abbotsford, BC V4X 1T8  
[www.cascadiaenvironmental.ca](http://www.cascadiaenvironmental.ca)



**From:** Margaret Inoue <[margaret.inoue@gmail.com](mailto:margaret.inoue@gmail.com)>  
**Sent:** April 23, 2018 1:55 PM  
**To:** [chris@cascadiaenvironmental.ca](mailto:chris@cascadiaenvironmental.ca)  
**Cc:** Leigh Robinson <[sky.lz@live.ca](mailto:sky.lz@live.ca)>; Kevin Vanderboom <[kevin@cascadiaenvironmental.ca](mailto:kevin@cascadiaenvironmental.ca)>  
**Subject:** Re: Wells-Barkerville Community Forest

Hi Chris,

Leigh has chosen not to continue as our administrator, so I will pass this on to the board, if you are ok with that.

Partly, the board is also trying to figure out where we would need to be financially to engage a management consultant for planning and operating, if we chose to go that route. I think in your original proposal, you had \$5/m3 for planning. Your fee structure is by the hour, but would you be able to give a ballpark for how much we ought to be trying to budget or plan for? Also, if we did partial management through a consultant like yourselves and partial through a West Fraser agreement, would you still be interested (as it would be a smaller contract in that case)?

Thanks for this! And as I say, I will pass it on.

Best,  
Margaret

On Mon, Apr 23, 2018 at 1:00 PM, <[chris@cascadiaenvironmental.ca](mailto:chris@cascadiaenvironmental.ca)> wrote:

Hi Leigh/Margaret

Just checking in on the Community Forest – I've attached our company profile, including rates, as well as a Management Plan we recently completed for First

Nations Woodland Licence (FNWL) #N2Z, licenced to K&K Forestry Operations Ltd. – a joint venture between Katzie First Nation and Kwantlen First Nation. The FNWL Management Plan is quite similar to that of a Community Forest, so just wanted to share potential options for the Wells Management Plan moving forward.

Let me know if you have any questions or need additional information.

Regards

**From:** Margaret Inoue <[margaret.inoue@gmail.com](mailto:margaret.inoue@gmail.com)>

**Sent:** March 19, 2018 10:47 AM

**To:** [chris@cascadiaenvironmental.ca](mailto:chris@cascadiaenvironmental.ca); Leigh Robinson ([sky.lz@live.ca](mailto:sky.lz@live.ca))  
<[sky.lz@live.ca](mailto:sky.lz@live.ca)>

**Cc:** Kevin Vanderboom <[kevin@cascadiaenvironmental.ca](mailto:kevin@cascadiaenvironmental.ca)>

**Subject:** Wells-Barkerville Community Forest

Hello Chris,

As I think I mentioned in our last communications, the Wells-Barkerville Community Forest was hiring a co-ordinator to administrate and manage our end of things (ie. organizational management as opposed to forest management). I would like to e-introduce you to Leigh Robinson, who we have hired.

Leigh has been given the task of looking into the options of contract management for our next cut-control period, so I am getting her in touch with you. Hopefully the two of you can discuss options and costing. The WBCF is now in a situation where we hopefully wouldn't require financing if we went ahead, so that is going to figure into our options in this next cut control.

If either of you do have more questions for me, though, feel free to get in touch.

Best regards,  
Margaret Inoue



**From:** [Chief Administrative Officer](#)  
**To:** [Desi Cheverie \(desi.cheverie@gov.bc.ca\)](mailto:desi.cheverie@gov.bc.ca)  
**Cc:** [John Massier](#); [Ian Macdonald](#); [Margaret Inoue \(margaret.inoue@gmail.com\)](mailto:margaret.inoue@gmail.com); [Paul Galliazzo \(pgalliaz@shaw.ca\)](mailto:pgalliaz@shaw.ca); [Jerritt Dupilka \(jerrit.dupilka@gmail.com\)](mailto:jerrit.dupilka@gmail.com); [Chief Administrative Officer](#)  
**Subject:** WBCF Board communique regarding -- Cornish Mountain Trail Network Expansion, winter 2017-2018  
**Date:** April 24, 2018 8:25:47 PM  
**Attachments:** [New Cornish Trail.pdf](#)  
**Importance:** High

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Attention: Desi Cheverie, District Recreation Officer, FLNRO

Hi Desi,

Attached to this email is a copy of the letter that was sent to you and others by Kate Sulis on behalf of the Wells and Area Trails Society(WATS) concerning expansion of the Cornish Mountain Trail Network. The Wells-Barkerville Community Forest (WBCF) Board received a copy of this letter, as did Chris Elden, Forester, with West Fraser Mills.

As discussed with you on Monday, April 16, 2018 the WBCF Board agreed to provide written support (an email letter) in favor of the trail building work that West Fraser Mills is doing on behalf of the Wells and Area Trail Society (WATS) in the WBCF.

As also discussed with you, it is understood that cutting permits in favor of the FLNRO and WATS for this work are required.

If you have any questions concerning this email letter of support please contact me directly.

Sincerely yours,

Andrew Young, MCIP, RPP  
Treasurer Wells-Barkerville Community Forest

C: WBCF Board

**Andrew Young, MCIP, RPP**

Chief Administrative Officer | District of Wells  
Box 219, Wells BC V0K 2R0 | P: 250.994.3330 | F: 250.994.3331  
wells.ca | lovewellsbc.com

Wells and Area Trails Society (WATS)  
Box 173  
Wells, BC V0K 2R0  
web: [wellstrails.ca](http://wellstrails.ca)  
email: [wellstrails@gmail.com](mailto:wellstrails@gmail.com)

March 19, 2018

To: *Wells-Barkerville Community Forest Board*  
*Chris Elden, Forester, West Fraser Mills*  
*Desi Cheverie, District Recreation Officer, FLNRO*

Re: Cornish Mountain Trails Network expansion, winter 2017-2018

The volunteers of WATS and the trail users of Wells are pleased to have a new section of trail to explore and use in the coming years. We appreciate the work done by the Wells-Barkerville Community Forest and West Fraser Mills to get this section of trail built, completing the trail network proposed in 1997 by renowned cross-country ski trail designer Reidar Zapf-Gilje.

There is, however, more work to be done before the new trail can be truly useable: at the present time, both ends of the new trail are not complete, making access an issue. On the west end of the new trail there is 2 km of trail to be built which will connect the new trail with the C-Loop via the C-Loop Extension. WATS has very happily received a Rural Dividend Program Grant to complete this section of trail. The deadline for the completion of this work is August 30, 2019.

On the east end of the new trail, there is approximately 1 km of trail that needs to be built through one of the late-1990s clear-cuts in order to connect to Cornish Mountain Road, thus completing the new loop. *It was WATS' understanding that this was to have been built by West Fraser in conjunction with the rest of the new trail.* WATS may need machine access from this end of the trail in the coming snow-free season, and we are not certain how to proceed: Who is now responsible for this section of trail building? Are there regulations regarding cutting in older cut-blocks? Can the work be done by hand? Or should it be done by machine?

It is also probable that the whole length of the new section of trail will need to be cleared of stumps and other debris that was left in the centre of the track. We won't be able to assess what is required and how it can be done until the snow goes in the spring.

I would like to clarify with all the parties involved about how to proceed with this final phase of the Cornish Mountain Trail Network project. I am very excited to get this new trail completed so that WATS is able to showcase the whole network to trail users: there will be many different loops possible which will make the network accessible to people with widely varying time and fitness constraints.

Regards,

Kate Sulis, WATS