

**Valemount Industrial Park Limited Partnership
Regular Board Meeting**

Minutes

Place: VCF Office 3300 Highway 5 South

Date: Monday, March 7th 2022

1. Call to Order: 3:02 pm
Present: Ainslie Jackman, Gordon Carson, Gerry Piper, Ray Mikolash, Gerhard Oberauer, Craig Pryor, Janey Weeks,
Regrets:
Guests: VV Interim CAO Isabell Hadford, Claudia Frost, Mayor Owen Torgerson, Councilor Pete Pearson.

Introductions

2. Adoption of Agenda
R157-03-22 Motion: To adopt March 7th 2022 agenda.
Moved By: Gordon Carson
Seconded By: Gerry Piper
3. Adoption of Minutes
R158-03-22 Motion: To adopt Regular Board Minutes February 7th 2022
Moved By: Gerry Piper
Seconded By: Ray Mikolash
4. Financial Reports
 - a) To review February monthly Financials 2022
Presentation VIP Financials Claudia Frost-explains balance sheet and monthly statements. Recommends an Asset management plan on equipment for the sawmill and operating capital.
R159-03-22 Motion: To adopt February financials as presented.
Moved By: Gordon Carson
Seconded By: Ray Mikolash
5. Regular and Ongoing Reporting
 - a) VIP General Update (activity/mill site)-discussion on markets and moveable locations for some leases.
 - b) VIP Sawmill Manager Steve Mitchell-review letter for offer of commission sales. Discussion. It is a good way for the sawmill to start getting markets for product there is no contract as it is commission based. Approval from buyer for the chips and hog they will be sending a contract. Hog will be collected in a bin for transportation at this time.
The building requires four more exit signs to be erected then the building inspector should be able to approve the building.
Steve suggests another loader (possibly a track loader) should be considered for the future.
The mill has been doing a good job on the tests for cant cuts and chipping. A few leaky cylinders but moving ahead. Hope to have product for sales soon... possibly next week.
Steve is not interested in doing marketing specifically, the Directors discuss advertising in magazine to get the word out once operational.

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Employees; there are enough to start at the moment. Once up and running and dust is assessed, the processes are streamlined then add new employees.
This mill is perfect for bridge timbers and cants set up for up to 30' cut.

- c) Trans Mtn firewood-Craig to find out who is in charge. Have Claudia to look into the liability on their insurance re: Trans Mountain. Discussion- concern about liability to the VIP and public driving around the VIP.

- d) Marketing

6. New Business

- a) VIP entrance signage- BC Stone Corp built the base for a very nice sign. It is located in the prime location and off of the lease area. The VIP also requires a sign and Craig approached BC Stone Corp to discuss options and possible cost for the base.
- b) VIP Board Goals for 2021/2022 and moving forward-Directors looked at the goals and made some revision and Ainslie will tighten this goal document and present at the next meeting.
- c) Manager's Performance review- committee to evaluate at set date March 17th 2022 before next Regular meeting on March 28th 2022

7. Next Meeting

Monday March 28th 2022

8. Adjournment

Time: 4:19pm

R160-03-22 Motion: To adjourn RB meeting

Moved By: Gerhard Oberauer