



Valemount Community Forest Limited Partnership
Regular Board Meeting
Minutes

Place: Valemount Community Forest Office 3300 Highway 5 South

Date: Tuesday, Dec 5, 2023

1. Call to Order: 3:00 pm

Present: Ainslie Jackman, Pete Pearson, Gordon Carson, Ray Mikolash, Gerhard Oberauer, Gerry Piper, Jr. Osadchuk, CAO of Village of Valemount, Anne Yanciw, Andy Hubbell, Brian Shawara, acting manager and Darcie Kwasnycia, assistant administrator.

Regrets: N/A

Guests: N/A

2. Adoption of Consent Agenda and Minutes:

New business added to the agenda "e)"

R277-12-05 Motion To adopt the December 5, 2023 Agenda and to adopt the minutes of the Regular Board of Directors meeting from November 6, 2023.

Moved By: Ray Mikolash

Seconded By: Gordon Carson

3. Financial Reports:

R278-12-06 Motion: To adopt October 2023 Financials.

Moved By: Pete Pearson

Seconded By: Gerry Piper

4. Presentation: N/A

5. Correspondence Received/ items of interest:

a) VCF Grant deadline is December 17th, at time of meeting two grants had been submitted.

b) **R279-12-05** a letter of request is to be sent to VARDA in regards to their donation request towards purchasing property.

Moved By: Pete Pearson

Seconded By: Gerry Piper



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6. Regular Reporting

a) VCF General Update (VCF operations activity)

General Discussion: Brian provided updates on contractors and where they are in regards to harvesting their blocks.

Brian provided updates on contractor's road building progress.

Alana has completed summer tree order for 2024 and spring tree order for 2025.

b) General discussion of VQO's and if a variant application can be submitted in order to lower costs. It was mentioned that McBride Community Forest and Carrier Lumber Ltd. have been able to proceed this way.

7. Old Business:

a) Signing authority process has been completed with the bank.

b) Brian working on setting up meeting with Simpcw First Nation to introduce himself as VCF new manager.

c)

8. New Business:

a) VCF grant deadline extended until December 17th 2023.

b) Organizational Chart has been completed to assist when speaking to CBT and NDIT in regards to future business plans for VCF and VIP. Organizational chart still requires positions and job descriptions, Darcie to complete.

c) Financial projection- General discussion: Annual summaries will be looked at and compared beginning with the year 2020 to 2023 in order to identify any existing trends or unusual activity that requires a closer look.

d) Financial status-General discussion: VCF has consistently made more money during March and April which was applicable again this year. After break up, VCF should see financial gains in July through to September, however this trend did not happen this year. Reasons this is the case for 2023: The timber market was at a high, then had a significant drop in price. VCF has lost the flexibility to choose which blocks to harvest. Also, it has been necessary to purchase logs for the VSM on the open market.

e) Ask Claudia to attend next VCF meeting to discuss finances.

f) Without a General Manager position that oversees both VCF and VIP operations, the responsibility of this position falls on the Board of Directors. Part of this responsibility includes looking at the financials closely of both companies. A committee should be formed to take on this responsibility.

g) Christmas party to be arranged by Darcie. A summer get together for staff and the board should also be planned.

h) **R276-12-05 Motion:** The Valemount Community Forest Limited Partnership (VCF LP) requests the Village of Valemount (VOV) council to allow Mayor Torgerson to engage with the Simpcw Natural Resources Department (NRD) Advisory Committee on behalf of, or with the VCF LP.

Darcie to send motion to Anne once complete to ensure it is added to Village of Valemount Agenda.

Moved By: Gordon Carson

Seconded By: Jr. Osadchuk



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9. Next Meeting

Regular Board meeting Tuesday, January 16th, 2024 at 4 pm.

10. Adjournment

Time: 4:01 pm

R280-12-05Motion: To adjourn Regular Board meeting.

Moved By: Gordon Carson

Seconded By: Jr. Osadchuk