



EXECUTIVE COMMITTEE MINUTES OF VIDEOCALL

Date: May 2, 2022
Time: 2:00 PM – 3:30 PM
Location: Video Conference

Present: Stephanie Killam (Chair), David Luff (Vice-chair), Wayne Sawchuk, Juergen Puetter
Regrets:
Guests:

Meeting Materials:

2 attachments supported the agenda.

David moved to approve the minutes. Wayne seconded the motion.

To Accommodate Wayne’s schedule, Stephanie re-ordered the agenda as reflected in the following minutes.

1) Review and approve Executive Videocall Minutes of April 1, 2022

Executive was unable to review and approve the minutes because it lacked a quorum. Minutes sent to Wayne and David to review and move/second approval via email.

ACTION

Phil to forward minutes to David and Wayne for mover and seconder to approve. Phil will then post on-line.

2) Discussion regarding Executive meet in PG to discuss strategic direction and priorities.

Executive had a good conversation on this matter. It was recognized that this strategic session should be held sooner rather than later because the outcomes of the session will drive updating of the Board’s Strategic Directions and Operational Business Plan as well as this fiscal’s work plan and operating budget. In this light, Executive opted for two part-day videocalls in early June (June 2nd 8:30 – Noon and June 3rd 1:00 – 4:30 PM). Executive also believed the Strategic Directions and Operational Business Plan Working Group members should attend this videocall as well.

ACTION

Phil to send out calendar invitations for the session to Executive and the Working Group. Phil to prepare a “straw dog” of priorities to facilitate the session. After the session, Phil and the working group will update the Board’s Strategic Directions and Operational Business Plan as well as developing an Annual Work Plan and attending budget for this fiscal year based on the outcomes from the strategic session.



3) General Discussion Clarifying our Role on External Committees and Other Venues

This item was raised in light of a couple of roundtables led by the ministry (NE Roundtable and the Peace Roundtable as well as, eventually the Fort Saint John LRMP Update Initiative) where a few Board members sit at these venues but not as representatives of the M-KMA. The concern is there may be confusion by some as to the role and responsibilities of the Board (advisory to Government, not participatory nor decision maker). Executive concluded to contact Shayla Blue, Greg VanDolagh and Darin Hancock to discuss this concern further and to suggest the Executive provide a brief overview to these venues to clarify the roles and responsibilities of the Board.

ACTION

Phil contact Shayla, Greg, and Darin to coordinate a presentation. Phil to prepare the presentation on behalf of Executive. Phil to also send out a general notice of our roles and responsibilities to Board members as a reminder.

4) Aboriginal Awareness Training

Executive believes this is important training for Executive and Board members (with priority on the Indigenous Relations Working Group) but does not have all of the details of the training (content, location, cost, etc.).

ACTION

Phil to investigate this matter further and report back to Executive.

5) Adding a New Member to Executive

This arose as new business. In the light that Juergen is too busy to commit to his roles and responsibilities as a member of the Executive he concurred with Stephanie's suggestion that he remain on the Executive but to step away from the business of the Executive for six months at which time they will reassess this decision. This led to a discussion of that Executive should recruit a member to the Board to fill the vacancy created by the departure of Corrine Porter.

ACTION

Phil to contact Ruby Johnny to set up a videocall to discuss her willingness to participate on the Executive Committee.

6) Kaska Conservancy Update

Executive was updated of recent discussions between Stephanie, David and Dave Crampton (consultant to Kaska) and Corrine Porter. While there is much to still unfold, how this impacts the M-KMA and the Board remains unclear. There was discussion of our role as advisor to Government as this initiative unfolds and to be cautious, we do not assume roles (participant, decision maker, etc.) contrary to our legislated mandate.

ACTION



Information only at this time

7) Overview of FBC Fiscal Q4 report FBC Data

Phil provided a brief overview of the Q4 fiscal report corrected to Fraser Basin Council Data. Bottom line is our fiscal carry-forward into fiscal 2022/23 will be \$133,463.57 (which includes \$25,000 targeted for the Fort Saint John LRMP Update Initiative). The Board also received its 2023/24 operational funding of \$75,000 after March 31st so it will appear in the Q1 report for fiscal 2023/24 meaning it will have a total budget of \$208,463.57 (Phil's estimate was for a carry forward of \$205,612). Phil reminded Executive that \$25,000 of this total was set aside for the Fort Saint John LRMP Initiative, which may or may not occur in fiscal 2022/23. As well, \$75,000 must be carried forward into 2023/24 meaning \$108,463.57 is available for its 2022/23 workplan for priorities other than the Fort Saint John LRMP Update Initiative. If this initiative re-starts in 2022/23 then the workplan will increase to \$133,463.57.

ACTION

Phil to post the final Q4 report on-line. The fiscal 2022/23 work plan and attending budget will use \$108,463.57 as its operational base funding with an additional \$25,000 as contingency should the FS John LRMP regain momentum and a set aside of \$75,000 to be carry forwarded into 2023/24.

8) Overview of Fiscal Q4 re-forecast (primarily to estimate carry-forward into fiscal 2022/23)

Although fiscal 2021/22 is now completed, Phil provided this overview primarily to give Executive an estimate of the magnitude of carry-forward into fiscal 2022/23. Minor typographical errors were noted and corrected. Based on Phil's data the current estimate is a carry-forward of approximately \$205,612 of which \$25,000 is committed for the Fort Saint John LRMP Update Initiative and \$75,000 is committed for expenditure in fiscal 2023/24.

ACTION

Phil to update the report upon receipt of FBC data, report any significant differences back to Executive and post final Q4 report (which is essentially our year-end report) on-line.

9) Board Fall Meeting

Executive tentatively opted for a Board Meeting on October 19th and 20th in Victoria to facilitate discussions with potentially the Minister, Deputy Minister, Assistant Deputy Minister, and others accountable for the Board.

ACTION

Phil to send email to Board members to reserve these dates in their calendars until confirmation from Executive that the meeting is a go. Stephanie, David and Phil to discuss strategy of engaging senior/executive management to attend the Board meeting.

10) Next Executive Videocall: June 13, 2022, from 10:30 AM to Noon.

ACTION: Phil to send calendar invitation.



11) Meeting Adjourned: 3:35 PM