



EXECUTIVE COMMITTEE MINUTES OF MEETING

Date: April 10, 2017
Time: 10:00 AM – 11:00 AM
Location: Video Conference

Present: Stephanie Killam (chair), Jurgen Puetter, Wayne Sawchuk, David Luff
Regrets: Corrine Porter
Guests: N/A

Meeting Materials:

Five attachments supported the agenda which was posted in the secured Members Section under the “Executive Committee” section

1) Review and Approve March 6, 2017 Executive Minutes

Executive reviewed the minutes and there were no errors, omissions or changes requested. David Luff moved that the minutes be adopted. Wayne Sawchuk seconded the motion.

Action: Phil to post on-line and advise Board members accordingly.

2) Q1 2017/18 Fiscal Year Forecast

Phil advised the 1st Quarter forecast was based on the 2017/18 fiscal draft operational budget forecast presented at the February 14th Executive call. This forecast included the revisions from that call which included increasing the budget to accommodate a Board Meeting in Kwadacha.

ACTION: Phil to post on-line and carry forward for presentation to the Board.

3) Q4 Forecast vs Actuals (2016/17 fiscal year)

Phil cautioned the Executive that the numbers in the report were “unofficial” as he was still waiting for the fiscal year end “official” report from Fraser Basin Council. He had no estimate for the GST rebate in his report. Based on his data, Phil advised there was an additional \$1,168 carry-forward to 2017/18 fiscal. This was largely due to a forecasted Wilderness Working Group meeting did not occur prior to fiscal year end. He further advised that the Wilderness WG was held on April 3rd and he believes that the costs of that meeting will be less than the \$1,168 carry forward. Subject to final numbers from Fraser Basin Council, the carry forward into the Board’s 2017/18 fiscal year operational budget is \$76,513.

ACTION: Phil to post on-line and carry forward for presentation to the Board.

4) Review of Ministry Dashboard.

This is a new reporting mechanism from the Board and is meant to improve communication between



the Board and the Ministry. After discussing the report and color coding Executive approved the report subject to review of a revised version based on its input.

ACTION: Phil to revise report to specifically include color coding wording to more directly linking the rationale for the risk rating to the ministry's legend. Phil to share the revised report with the Executive with feedback by no later than Friday, April 14th after which the report will be forwarded to Heather Wiebe (ministry liaison).

Phil to post on-line and carry forward for presentation to the Board.

5) Status Report on Progress of Premier's Report

Phil gave an update on Micheline Snively (MFLNRO representative who has been working on the report) and alternative support should Micheline not return to work by late July.

ACTION: Phil to follow up with the Ministry prior to July 31st to determine how to reactivate finalization of the report in time for a Fall submission to the Premier.

6) Review of Draft Board Agenda

Executive reviewed the draft agenda and approved it. Executive raised some logistical questions regarding the meeting.

ACTION: Phil to follow up with Shawna Case regarding the meeting logistics questions and report back his findings.

7) Next Exec Videoconference

May 2, 2017

8) Meeting Adjourned: 11:05 AM.