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## EXECUTIVE COMMITTEE MINUTES OF MEETING

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**Date:** January 29, 2017  
**Time:** 10:30 AM – Noon  
**Location:** Video Conference

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**Present:** Stephanie Killam (chair), Corrine Porter, David Luff  
**Regrets:** Jürgen Püetter, Wayne Sawchuk  
**Guests:** Johnny Mikes.

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### Meeting Materials:

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

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### 1) Review and Approve November 24, 2016 Executive Minutes

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

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

### 2) Review of Q3 Forecast vs Actuals

Although still awaiting Fraser Basin Council Society data, Phil was confident the report was accurate. Key highlights were:

- The forecast of 88,500 (2018/19 Fiscal Year) was not realized meaning the operating funds for Q3 were \$38,825. Phil advised the first of three installments of these monies were in progress (\$30,000) as the first of three fiscal milestones had been met. Phil also advised he was confident the other two milestones would be met and that the total operating budget for \$2018/19 would be realized before March 31, 2018;
- The actuals for Q3 \$26,368 were below the forecast of \$28,890 because of an over-forecast of Fraser Basin Council Society administration fees and Working Group expenses and an under-forecast of Coordinator Support;
- Executive delayed officially approving the Q3 report until it is based on Fraser Basin Council Society data.

**Action:** Phil to update report once Fraser Basin Council Society data is received, post on-line and return this item to the next Executive videocall for official approval.

### 3) Review of Fiscal 2017/18 Q4 Forecast

The forecast’s priority continued to reflect the Board’s priority to complete a draft of its Natural Resource Management Framework and to submit it to the Ministry by March 2, 2018 to meet its 2<sup>nd</sup>



fiscal milestone (which will enact the process of the 2<sup>nd</sup> installment of \$30,000 of the Board's 2018/19 operational budget) and set the stage for the March 13, 2018 meeting between Board and Ministry representatives to review and discuss the draft framework and to seek a shared and common understanding of the Preamble to the Act and the Board's draft Vision for the M-KMA.

*Action: Phil to post the forecast on-line upon finalization of the Q3 report based on Fraser Basin Council Society data and the forecast is revised.*

**4) Review of M-KMA Draft Natural Resource Management Framework**

Phil walked the Executive through the latest version of its framework. Executive gave its support of the draft framework and encouraged the working group to continue its good work to completing a draft framework that could be submitted to the Ministry.

*Action: Phil to continue supporting the working group to achieve its goals.*

**5) Next Exec Videoconference**

March 8, 2018.

**6) Meeting Adjourned: 11:45 AM.**