



EXECUTIVE COMMITTEE MINUTES OF VIDEOCALL

Date: April 19, 2021
Time: 10:30 AM – Noon
Location: Video Conference

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

Meeting Materials:

4 attachments supported the agenda.

1) New Business

There was no new business proposed.

ACTION: N/A.

2) Review and approve Executive Videocall Minutes of March 22, 2021

Executive reviewed and approved the minutes. Wayne Sawchuk moved to adopt the minutes and David Luff seconded.

ACTION: Phil to post on-line, once the website is modernized, and advise Board members.

3) Review of 2020/21 Q4 Forecast vs Actuals.

Executive reviewed the 2020/21 year-end reconciliation acknowledging that the final numbers may change a little once we receive Fraser Basin Council data. At the last Executive call Phil suggested there may be a \$24,000 carry forward of operating funds from 2020/21 to 2021/22 fiscal year. However, the carry forward is estimated to be approximately \$27,850. Phil recommended the Executive support expending these funds in 2021/22 fiscal year because of the robust working group workplans drafted for the Board. Executive concurred.

ACTION: Phil to post on-line once the website is modernized.

4) 2021/22 Revised Annual Workplan and Budget

Phil updated the annual workplan and budget to reflect the new carry forward of \$27,850. Executive reviewed and approved the update.

ACTION: Phil to post on-line once the website is modernized.



5) 2021/22 Draft Budget Forecast by quarter

Phil briefed Executive on the budget forecast for fiscal 2021/22. While there is funding identified for face-to-face meetings of the Board (fall) and various working groups he noted that these meetings were contingent on the state of the COVID-19 pandemic. All funds, other than \$75,800 that is targeted for fiscal 2022/23, have been forecasted by quarter. Executive reviewed and approved the forecast.

ACTION: Phil to post on-line once the website is modernized.

6) Update on draft work plans for Board work groups for 2021/22

Executive reviewed and approved the plans. Executive directed that the reasons for a May Board meeting were no longer valid (there were no new appointments obviating the need for an orientation session) that the Board meeting be cancelled and, instead, each working group was to meet with Stephanie and Phil to discuss their respective work plans and target the fall Board meeting for reporting out.

ACTION: Phil to send an email to the Board members on behalf of the Executive advising of the cancellation of the May Board meeting and to inform them of the pending discussions of working group work plans.

7) Update of call with Darin Hancock.

Phil and Stephanie updated Executive of a call that they had had with Darin on April 14th. Highlights of the call were, moving the improved communications and engagement strategy forward and securing ministry presenters regarding the use of prescribed fire in the M-KMA.

ACTION: Phil to monitor progress of these items to ensure they occur.

8) Update on Natural Resource Management Framework Initiative

This agenda item was deferred as Juergen was not on the videocall and the rest of the Executive was already intimately aware of the progress of this initiative.

ACTION: Phil to bring this update forward to the next Executive videocall.

9) Update on website upgrade contract

Phil provided a brief update on the website upgrade contract. He advised the contract had been let to Concept Design (formerly Sticky Wicket Design) as they have a deep understanding of the Board and its website. Wayne suggested we prominently display a link to the Access Management Regulation and map.

ACTION: Phil to ensure the regulation and map are easily discovered and properly linked on the new website.

10) Next Meeting: May 19th, 10:30 AM - Noon

ACTION: Phil to send GoToMeeting calendar invitation to Executive to secure this meeting date and time in their calendars.

11) Meeting Adjourned: Noon