June 26th 2023

In attendance: Kathleen Ennis, Lynda Dosenberger, Debbie Bhattacharya, Adam Rodgers, Marko Hirvinen, Jamie Skinner, Vincent Dufour, Tom Haukaas, Mike Knapik, Ian Wiles

Reps absent from: SIFCO, Kaslo CFA, Kalesnikoff

1. **Quick review of May 10 meeting**

- On May 10 members voted to maintain the relationship with the college to provide the current services. Participants from 9 organization were present at the meeting, all voted in favour.

Questions/comments from that meeting.

- A clearly defined workplan with a established timeframe for deliverables. Some outstanding questions will need to be clarified such as; What will happen if there are cost overruns or additional costs, eg the college needing to update the suite to be compatible with new college software/systems etc.? College will cover costs to software/systems. See additional info below under topic 2.
- Any new projects will require discussion on ownership with a schedule or amendment attached to the agreement. See comments below under topic 3.
- Can the college send one agreement that is signed by all and one invoice but each company pays their pro-rated amount. Jason Taylor confirmed that all the members will be billed separately once the amounts have been determined.

2. **Review of task list**

Reviewed the excel spreadsheet used in the past to identify "sub projects" to be carried out annually and to allocate time and money. They are listed below along with if they are included in the annual fee:

Admin (included)
Boundary UWR (NA project is complete. This related to making updates in the suite in relation to the changes made to the GAR order)
WK UWR (NA project is complete. This related to making updates in the suite in relation to the changes made to the GAR order)
Biodiversity Report NA, this related to additional updates based off of the work conducted to improve the tables and creation of the report)
Update resultants, depletion (included)
Website maintenance (included)
Subscriber support (included)
Quality Assurance (included)
Boundary Moose UWR (included)
Future condition (TBD, Ian D please comment)
Unallocated (NA. Any new projects will result in an additional cost)

3. **Budget**
- New annual budget to be $15,000. No member made any payments in 2023.

The following payments were voted on by the group. **All members in attendance voted to adopt the payment amounts** (9 members). Ian D. please pass this information on to the college's financial staff for billing. Harrop Proctor CFA confirmed that they will join. No fee to be sent to Vaagen for the West Boundary CFA as they paid last year and others did not. The Ministry also paid last year but will pay $556.05 to bring the total payments to $15,000.

Ministry of Forests	$556.05
BCTS	$3,534.37

Kalesnikoff	$500.00
Interfor	$5,550.61
NACFOR	$500.00
Atco	$858.97
SIFCO	$500.00
KDCFS	$500.00
Vaagen - West Boundary CF	$ 0.00
Vaagen - Osoyoos Indian Band	$500.00
Tolko	$500.00
Stella-Jones	$500.00
Cooper Creek Cedar	$500.00
Harrop Proctor	$500.00
Total	**$15,000**

Selkirk has not provided a copy of the new agreement for review. Ian D. indicated it has been modified slightly for this group but is not much different than the draft one provided to us earlier this year. **Ian can you please send us a copy asap.** We may want to provide suggestions if there is an appendix specific to us. Likely in regard to confirming timelines and deliverables indicated in task list above. Question of ownership to be resolved prior to any new projects being considered/undertaken.

Note that Cabin Resource Management has taken over management of the Nakusp CFA. Kathleen Ennis will remain their rep on the group.

4. **Work to be completed**

Ian Dennis to conduct the following work

- Restore the website and existing planning tool to a functioning state as soon as possible
- Create new tables for biodiversity and UWR and conduct applicable QA. Update with newest information on burn severity

mapping, OGMA layer, VRI, private ownership layer. **<u>Complete by end of August 2023.</u>**

- QA boundary moose table

Next Meeting: TBD