

Minutes of General Meeting

9:00 am – 11:30 am, Wednesday, December 11, 2019

Participants

Forest Genetics Council of BC:

Annette van Niejenhuis, Bevin Wigmore, Bob Johnson, Domenico Iannidinardo, Jeff Mycock, Juergen Ehlting, Keith Thomas, Mark Hay, Pat Martin, Bill Laing, and Tony Hopkin.

Guests:

Brian Barber, Shane Berg, Stephen Joyce.

Proceedings

This quarterly general meeting of FGC was held via conference call. Pat, Domenico, Annette, Juergen and Brian gathered at Yellow Point Propagation, hosted by Don Pigott, and initiated the call. There being adequate notice served and a quorum of members present, Domenico as Chair, called the meeting to order at 9 am. Participants, regrets and guests were confirmed.

Summary of Motions:

Motion: The minutes of the FGC meeting held Sept 13, 2019 are hereby approved. Annette/Juergen. Carried.

Motion: The minutes of the FGC meeting held Oct. 31, 2019 are hereby approved. Annette/Juergen. Carried.

Motion: Katherine Spencer be nominated as ITAC Chair to the Provincial Chief Forester. Bob/Juergen. Carried.

Motion: ITAC meeting registration fees are waived for this year, and SelectSeed is requested to pay for expenses up to \$5000. Annette/Juergen. Carried.

Summary of Action Items:

Person(s)	Actions	Date
Pat and Annette	Follow-up with BC Forest Safety Council to identify potential partnership with AgSafe BC.	April
Brian	Follow-up with FIRM re posting OTIP Project Reports	April
Pat	Forward FGC nomination for ITAC Chair to Diane Nicholls	ASAP
Pat and Brian	Discuss and arrange suitable recognition for departing councillors	Jan-April
Pat, Domenico and Brian	Discuss process for updating FGC's strategic plan and present options to FGC.	April
Brian	Strike committee to prepare CBST-based species plans	April

Brian, Annette and Juergen	Continue to work on Communications Plan and Website changes	April
FGC Members	Provide comments on the draft FGC Governance Report to Brian	Jan 14
Brian	Prepare proposed changes to FGC Bylaws, Society Bylaws and Company articles.	Dec 31, 2020
Brian	Send Doodle Poll for FGC meeting for dates in early April 2020	ASAP
Brian	Invite CoAdapTree social-scientist to present findings of their research at the FGC April meeting (as per June action item).	April

1. Agenda

Draft agenda and materials provided in advance were reviewed. Pat indicated he would table a motion and Stephen Joyce would join the call for Agenda item # 12 - ITAC meeting.

Motion: The Agenda for this meeting is hereby approved. Annette/Juergen. Carried.

#	Time	Min		Topic	Presenters
1	9:00	5		Welcome and Agenda	Chair
2	9:05	5		Safety First	All
3	9:10	5	✓	Minutes and Actions from June 14, 2019	Brian
4	9:15	5	✓	Minutes and Actions from Oct 31, 2019	Brian
5	9:20	10		FGC Membership Updates	Pat/Brian
6	9:30	10	✓	FGC Dashboard	Brian
7	9:40	20		Seed Needs Forecast Project and Species Plans	Brian/Pat
8	10:00	10		Extension and Communication	Brian/Annette/Juergen
9	10:10	20	✓	FGC, BC Forest Genetics Society and SelectSeed Governance	Brian
10	10:30	10		SelectSeed Pli Seed Orchard Update	Brian
11	10:40	20	✓	LBIS Business Planning 2020/21 Update	Pat/Keith
12	11:00	10		Upcoming TAC Meetings	Brian/Pat
13	11:10	10		New Business	
14	11:20	10		Next meeting	Pat
15	11:30	10		In camera session	Chair
16	11:40			Adjourn	
	12:00			<i>Optional: Luncheon for Reid Carter, Crow & Gate</i>	

2. Safety First

Members were invited to report any safety-related initiatives or concerns within the purview of FGC. Pat indicated the Ministry's attempt to apply for support under the BC Government's AgSafe program were unsuccessful.

Action: Pat and Annette to follow-up with BC Forest Safety Council to identify potential partnership with AgSafe BC.

Domenico and Bev informed others of safety upgrades to water reservoir dam at Mt. Newton Seed Orchards. Annette said WFP also implemented new safety protocols for mowing grass on the steep embankments of their water reservoir (e.g. a spotter).

Brian provided a verbal report on SelectSeed’s partners safety programs. Each partner is obligated to abide by all prescribed regulations, including WorkSafe, under the terms of the long-term seed orchard agreements. Brian also indicated a safety plan will be an explicit requirement in a management contract for its Quesnel seed orchard.

Reminder: Safety is to be added as a standing agenda item to upcoming ITAC and CTAC business meetings; and with TAC members’ assistance, recommend a ‘system’ for sharing safety-related information amongst members and seed orchard managers, as per action items of April 2, 2019.

3. Minutes and Action items from FGC Meeting Sept 13, 2019.

The draft minutes of the FGC meeting held at Cowichan Lake on Sept 13, 2019 were circulated for review earlier. Edits received were incorporated in version 2.

Motion: The minutes of the FGC meeting held Sept 13, 2019 are hereby approved. Annette/Juergen. Carried.

Action Items from Sept 13, 2019:

Person(s)	Actions	Status
Brian	Update FGC on status of SelectSeed’s seed orchard safety-related requirements and programs.	Item #2
Communications subcommittee	Provide update at next meeting.	Item #9
Brian	Set up Doodle Poll to identify time to discuss budget request letter for Chief Forester for the end of October, early November.	Completed
Brian	Follow-up with FIRM re posting OTIP Project Reports	Carry fwd
Brian	Prepare annotated governance description and identify possible amendments to Society Bylaws	Item #10
Brian	Discuss Interior Small Licensee, user rep. with Jennifer Gunter, Exec. Director, Community Forest Assoc	Item #5
Pat and Kori	Discuss ITAC chair candidates and present recommendations to FGC	Item #5
Domenico	Follow-up with Jeff re his interest in serving another term.	Item #5
Brian	Issue Doodle Poll for December conference call	Completed

4. Minutes and Action Items from FGC Meeting Oct. 31, 2019.

The draft minutes of the FGC meeting held via conference call on Oct. 31, 2019 are attached.

Motion: The minutes of the FGC meeting held Oct. 31, 2019 are hereby approved. Annette/Juergen. Carried.

Action Items from Oct 31, 2019:

Person(s)	Actions	Status
Brian	Draft budget request letter to CF, assisted by FIRM, and submit in advance of his meeting with the CF on Nov 25.	Completed Item #11
Keith	Keith to prepare draft budgets in advance of TAC meetings, and review with TAC members at those upcoming meetings.	In Progress item #11
Pat	Check on OTIP Call for Proposals status and eligibility criteria with Darrell Wood	Completed Issued Dec.

5. FGC Membership Update

The 3-year terms for Dan Peterson, Ministry Operations Rep, and Kori Vernier, ITAC Chair, ended in November. Jeff Mycock (Interior Seed User Rep) was reappointed for another 3-year term.

Shane Ford, Ministry Research Rep, was replaced with Keith Thomas, A/Manager, Forest Genetics, FIRM. Juergen has offered to chair the Genetic Conservation TAC (GCTAC).

Brian is in discussion with Jennifer Gunter, Executive Director, BC Community Forest Association, to identify candidates for the Interior Small Tenures Seed User Rep position, to replace Gernot Zemanek. Pat is also seeking a replacement for Dan.

Pat thanked Kori for her continued leadership in helping organize the ITAC extension meeting. Kori sought nominations from her private sector colleagues to fill the ITAC Chair to no avail. Pat therefore recommended Katherine Spencer, Skimikin Seed Orchard Manager, FIRM be nominated by FGC.

Motion: Katherine Spencer be nominated as ITAC Chair to the Provincial Chief Forester. Bob/Juergen. Carried.

Action: Pat to forward FGC nomination for ITAC Chair to Diane Nicholls.

Action: Brian and Pat will discuss and arrange suitable recognition for departing councillors

6. Dashboard

Updated Dashboard provided as a separate attachment. Refer to notes in document for summary of changes since Sept 13. A few related items were discussed under other agenda items.

FGC’s Strategic Goals for select seed use (75% of total) and CBST implementation (100% CBST-based requests) will not be met in the 2020 sowing request season. It is therefore timely to review and update FGC’s goals for the next five-year period.

Action: Pat, Domenico and Brian to discuss process for updating FGC’s strategic plan and present options to FGC at its next meeting.

Strategic planning prompted Annette to remind FGC of the BC Government’s Old Growth Strategic Review.

<https://engage.gov.bc.ca/govtogetherbc/consultation/old-growth-strategic-review/>

Feedback regarding the proposed changes will be accepted until 4 pm on January 31, 2020.

Annette recommended FGC and TAC members review the proposed changes, including at upcoming business meetings if time permits.

7. Seed Needs Forecast Project and Species Plans

Since the last meeting, Forsite has prepared a website to describe the project, show the preliminary forecasts, and solicit input on the harvest rates and reforestation assumptions for each TSA and TFL. See <https://arcg.is/DHOPX>.

Brian provided Diane Nicholls an overview of the project on Nov. 29. A request was made to encourage participation and support from Resource Practices Branch to capture future seedling needs of government's reforestation programs (e.g. FFT).

On Nov. 20, an open invitation to review and provide input was sent to all SPAR users. A request was also sent to Kori Vernier and Craig Wickland, Co-Chairs, Silviculture Working Group, Interior Operational Issues Forum (OIF), to circulate and prompt responses from District and TSA working groups. They subsequently forwarded the email and discussed with silv. working group members on Dec. 5. Forsite is reaching out separately and directly to TFL foresters. Forest Analysis and Inventory Branch (FAIB) is providing timber supply data for TSAs.

Responses have been slow to date but expect to come in before the requested deadline of Dec 20. Feedback will be incorporated into the model and updated forecasts will be presented at the ITAC meeting scheduled for Jan 22-23.

The intent is to use the revised forecasts and TAC's input to help build new CBST-based species plans and update breeding priorities. The last set of species plans, based on SPUs, were produced in 2017. FGC Members and others are welcome to participate in building new CBST species plans.

Action: Brian to strike committee to prepare CBST-species plans in early 2020.

8. Extension and Communication

Following FGC's Sept 13 meeting, Annette, Juergen and Brian meet to discuss and start developing a communications plan (in progress).

They identified FGC's primary audiences for extension and communications:

1. BC's Forest Genetics Community of Practice
2. Forest Professionals
3. Forestry and Natural Resource Students, and
4. General Public.

Potential communication priorities, strategies, partnerships, social media, materials and estimated resources required for each will be identified. This will include information and materials that outreach groups (e.g. schools, volunteer organizations) can use to explain forest genetics. In the interim, FGC's website could use a face-lift.

Brian recently completed a search for a new webmaster and graphic design firm to replace Rich Rawling, who retired end of Sept. Brian has contracted Caorda Web Solutions based in Saanich. www.caorda.com. This reputable firm has several partners, +20 staff and +200 clients.

The committee will meet again with Caorda in the new year to review proposed changes to the FGC website to improve its look, navigation and security. Council supported securing a new URL for the revised FGC site www.forestgeneticsbc.ca

Action: Brian, Annette and Juergen to advance FGC communications plan and website changes.

9. FGC, BC Forest Genetics Society and SelectSeed Governance

On Sept. 13, FGC reviewed a July 30 email from Lance Robson, the Society's and SelectSeed's lawyer, who identified the following options to streamline the current governance model.

1. Re-constituting FGC in such a way that FGC and BC Forest Genetics Society become the same entity.
2. Re-constituting SelectSeed as a company under a special Act of the Legislature. The Act might provide that the company belongs to the province but that FGC appoints its directors.
3. Dissolving SelectSeed, so that the seed orchards are owned directly by BC Forest Genetics Society.
4. Amend the articles of SelectSeed to provide that FGC appoints its directors.
5. Amend the bylaws of BC Forest Genetics to provide that FGC appoints its directors.

Lance indicated the first 3 options would be difficult to achieve, but latter two would be straightforward.

Brian did not recommend any changes as the organizations' reporting requirements and meeting procedures were recently clarified and improved, and any changes may not result in any significant time savings.

Members reaffirmed the need of a governance description and remain open to modernizing the Society's bylaws (which have not been updated in +20 years) to improve the civility and logic of the FGC/SelectSeed governance model.

Brian was asked to prepare annotated governance description and identify possible amendments to the Society Bylaws for next meeting.

The draft governance document was provided prior to the meeting. It provides an overview of each organizations' purpose, structure, membership etc. and their relationships. The document can be used to inform new and existing FGC and Society Members and Directors of the Society and SelectSeed.

Brian also recommended the following re the governance model, Bylaws and Articles.

- i. No changes recommended to the current governance model to maintain its integrity and to comply with the legal requirements of the *Societies Act* and *Business Corporations Act*. The options identified above would not likely result in a net savings of time and resources. For example, Options 4&5, identified as the easiest to implement, would not eliminate need for SelectSeed and Society to hold their respective AGMs in order to fulfill their legal obligations.
- ii. The Society Bylaws. No specific amendments identified, but the Bylaws in their entirety could be "modernized" to eliminate confusion that may arise from the interpretation of

- these older set of rules. A BC Societies' Bylaws template could be adopted and modified as necessary to align with the existing governance structure. Brian would work with the Society's lawyer and present a modern set of Bylaws for Members' consideration and adoption through a Special Resolution.
- iii. The FGC Bylaws should be updated to reflect recent organizational changes (e.g. streamlined business model adopted in 2017), and reflect the current expectations and duties of Members and the FGC Program Manager. These "Bylaws" would be more appropriately labelled a "Terms of Reference" as FGC is not a registered Society and serves at the pleasure of the Chief Forester.
 - iv. A consolidated version of SelectSeed's Articles is required to reflect the June 14 Resolution that amended Article 14.1(2) – Election of Directors for two-year staggered terms. The company Articles could also be examined for opportunity to "modernize" if a current template would improve understanding and implementation of rules governing the company.

FGC members were satisfied with the draft governance report and the above recommendations. There was support for modernizing the governance articles but this is not required immediately. Proposed changes should be reviewed by Chief Forester, members and directors, and approved through special resolutions, as applicable.

Action: FGC members to provide comments on the FGC Governance Report to Brian by Jan 14.

Action: Brian to prepare proposed changes to FGC Bylaws, Society Bylaws and Company articles by Dec 31, 2020.

10. SelectSeed Pli Orchard Update

SelectSeed is currently negotiating the purchase of a property near Quesnel to establish a 5000-ramet Pli seed orchard. Brian indicated the property is 150 acres in size, half of which is cleared and suitable for seed orchards. The Board inspected the property in November and subsequently approved negotiation for its purchase. Brian provided a courtesy briefing to Diane Nicholls on Nov 29. A site development and communications plan are being prepared. Following the Feb 12 closing date, Brian will disclose more details.

11. LBIS Business Planning 2020/21 Update

On Sept 13 and Oct 31, FGC reviewed a revised business planning process for 2020/21. FGC recommended a letter be sent to the Chief Forester recommending an LBIS budget increase from \$2.5M to \$2.6M.

Brian subsequently prepared and submitted a letter to the Chief Forester on Nov 29 (forwarded separately). Pat and Shane Berg indicated a reply is forthcoming and reiterated that funding remains tight. It was, however, still helpful for Diane to receive FGC's request and rationale for additional funding.

Keith is meeting with staff and preparing budgets to review at the upcoming TAC meetings. Based on feedback the priorities and budgets may be adjusted. The budget planning process is similar to previous years, but more in line with the Ministry's budget cycle for 2020/21.

Keith also introduced a first draft of the interior tree breeding programs' timelines (separate attachment provided). The tentative schedule identifies when (years) progeny tests will be measured and orchard selections are made by species and seed planning unit (geographic-based seed transfer). 20-year breeding plans for each species are also in draft. These will be shared at future TAC and species meetings and used to inform priorities and budgets in subsequent years.

12. Upcoming TAC Meetings

CTAC will hold an Extension meeting – open to all – at Cowichan Lake Research Station (CLRS) on Thurs. Dec 12. The meeting includes technical presentations, research station tour, and acknowledgements to the late Dr. John Russell and the 90th anniversary of the CLRS. Contact and registration: Charlie Cartwright.

ITAC is scheduled for Jan 22-23 in Vernon. The Extension meeting will be 1.5 days with a business meeting on the afternoon of the second day (same as last year). Kori Vernier, former ITAC Chair, is helping with the organization until the new ITAC Chair is confirmed.

GCTAC will likely meet in Victoria on Friday, Feb. 28. The Conservation Status Report has been completed, and a peer-reviewed article and website are in draft. The committee will discuss how best to communicate the report and its importance/relevance.

Last year's ITAC extension meeting, attended by 66 people, cost \$5000. Expenses were covered by charging a \$50 registration fee and receiving \$2100 in donations from PRT, VSOC, Tolko and SelectSeed. Charging a registration fees for ITAC this year, however, would preclude many Ministry staff from attending.

Pat and Stephen outlined the costs and benefits associate with not charging a fee for this important extension event, and proposed SelectSeed and other sponsors cover the expenses. Several others supported waiving the fees. Brian expressed concerns with not charging a fee for this event (i.e. free lunch) and indicated SelectSeed had already agreed to cover invited speakers' travel costs. However, the \$10k FGC communications budget has not been utilized.

Motion: ITAC meeting registration fees are waived for this year, and SelectSeed is requested to pay for expenses up to \$5000. Annette/Juergen. Carried.

13. New Business

No new business was identified.

14. Next meeting

FGC traditionally holds a face-to-face meeting in March to discuss the LBIS budget recommendations and other business. The face-to-face meeting provide opportunity for FGC members to interact, especially new members.

End of March was deemed to be a busy time, and the budget should be fairly solid by then. Early April was therefore proposed. A video conference was therefore recommended. Juergen offered to host at UVic.

Action: Brian to send Doodle Poll for FGC meeting for dates in early April 2020.

Action: Brian to invite CoAdapTree project social-scientist to present findings of their research at the FGC April meeting (as per June action item)

15. In camera session

Guests will be asked to leave during this portion of the meeting.

Motion: Move to meeting *in camera* for FGC members only. Juergen/Annette. Carried

Motion: Move the meeting out of *in camera*. Juergen/Annette. Carried

16. Adjourn

Motion: The meeting is hereby adjourned at 11:45 am. Keith/Mark. Carried

The meeting was followed by a luncheon for Reid Carter at the Crow and Gate Pub in recognition of his 20 years of services on the Board of Directors, SelectSeed.



Left Photo: The “Board” Room at Yellow Point Propagation.

Right Photo: Reid Carter Luncheon. L to R: Don Pigott, Kerry McGourlick, Reid Carter, Pat Martin, Domenico Iannidinaro, Brian Barber, Annette Van Niejenhuis, Henry Benskin, Jack Woods, and Bev Dilorio.

Draft Minutes by Brian Barber, Jan 3, 2020

Approved by FGC on April 8, 2020