



bulkley valley - lakes district airshed management society

DATE: Thursday, August 21, 2008
TIME: 12:30 pm (lunch provided, details TBA)
PLACE: Houston BC – Joanne Dickenson's house

AGENDA

1. Call meeting to order
2. Adoption of agenda & introduction of other items (5)
3. Adoption of minutes - June 16, 2008 and review of unfinished business (5)
4. Correspondence (5)
5. Treasurers Report (5)
6. MOE Report (10)
7. Board Development Report
 - a. Mission Statement (10)
 - b. Receipts for Director expenses (10)
 - c. Evaluation (30)
8. Facilitator's report (5)
 - a. Workplan Status and new workplan adoption (15)
 - b. Upcoming events – BV Fall Fair, Burn Operators Forum (5)
9. Woodstove Exchange Committee report (10)
10. Idling Reduction Committee report (15)
11. Forest Harvest Resource Management Committee report (10)
12. Clean Air Plan Update Committee report (30)
13. New agenda items (10)
14. Review of Action Items from this meeting (5)
15. Adjournment 4:30 pm

BVL D Airshed Management Society

Notes of meeting held August 21, 2008

<p>PRESENT:</p> <p>GUESTS</p> <p>REGRETS</p>	<p>Laurie Gallant (recording secretary) Ben Weinstein Dave Duncan (Chair) Doug Bysouth Joanne Dickenson Frits Goossen AJ Downie Jeff Anderson</p> <p>Paul Schwarz Dave Stevens</p>	
<p>CALL MEETING TO ORDER</p> <p>ADOPTION OF AGENDA</p> <p>MINUTES</p> <p>UNFINISHED BUSINESS</p>	<p>Dave Duncan called the meeting to order at 1:30pm. Laurie Gallant volunteered to be recording secretary.</p> <p>Adopted with addition of Laurie's agenda item: Next meeting date and chair.</p> <p>Minutes from June 16 adopted. All agreed to keep new format.</p> <p>All action items completed except as noted:</p> <ol style="list-style-type: none"> 1. Draft policy still needed for Director expenses by September 30 – JD 2. Colin to circulate campaign timelines and outreach schedule. Colin to be notified of procedure for conducting Committee meetings i.e. notify Board of meeting and send supporting materials in advance (i.e. one week is ideal, with date even sooner – no strict policy on timelines for that) 3. Terms of Reference needed for Idling Committee. 	
<p>INSPIRED ACTION ITEMS</p>		<p>LG to prepare summary of committees.</p> <p>Ben to notify BC Web of intention to switch website hosts after December 31.</p>
<p>CORRESPONDENCE</p> <p>WEST – Sarah Leckie</p> <p>ONE SKY</p> <p>NORTHERN HEALTH</p>	<p>Request made for contacts for participation in next phase of study.</p> <p>Ben noted that he signed a letter of support on behalf of AMS for One Sky's idling campaign.</p> <p>Jeff noted his conversation with Iqbal Kalsi regarding idling research and the strong support received for the defining research objectives.</p>	<p>ACTION</p> <p>Ben to respond on behalf of Board.</p> <p>Ben to circulate detailed WEST proposal to Board when it becomes available.</p>
<p>TREASURERS REPORT</p>	<p>Balance as of May 15, 2008 is \$83,431.14</p>	<p>Remove Leroy Reitsma from cheque signing authority at Royal Bank and add AJ Downie and Dave Duncan.</p>
<p>MOE REPORT</p>	<p>OBSCR – review still in progress. Over 150 pages of comments received.</p> <p>Solid Fuel Burning Appliance regulation</p>	<p>Dave Duncan to clarify how salvage stumpage fees are paid.</p>

	being rewritten over the course of 12 months to include outdoor woodburning boilers, cookstoves – will keep us posted.	
Mission Statement Performance evaluations	New Mission Statement adopted. Our mission is to facilitate clean air solutions in the Bulkley Valley - Lakes District airshed. The Board agreed to complete the circulated assessment form with the addition of evaluating for self and the entire board.	ACTIONS Joanne to draft and circulate policy for issuing receipts in consultation with our accountant by September 30. LG to make revisions to form to allow for self and Board and send out to members. LG to compile results of Board evaluations and present at next meeting. LG to define conflict of interest and opportunity for Directors to provide paid for related services.
FACILITATOR'S REPORT New Workplan Upcoming events	Board received report for information and approved recommendations. Ben reviewed situation of Outdoor Wood burning Boilers, Granisle bylaw, reliability of NESCAUM report and local availability of clean units. Colin and Ben visited a working unit yesterday on Walcott Rd and it was burning cleaner than our new demo woodstove. Question of how AMS should respond and what our website should say. Agreed that bi-annual financial reports with detail provided at 2008 AGM would be helpful. New Workplan Adopted.	LG add in specific committee names to workplan. LG to make minor changes to workplan as noted wrt dates and who. LG to send Ben Word version of Burn Operator Forum agenda.
WOODSTOVE EXCHANGE PROGRAM REPORT	Meeting held Tuesday night. 272 changed out so far. Publicity was the main topic – questions over print marketing, radio, posters, word of mouth. Question about momentum.	BW to circulate agenda from meeting and summary of discussion.
IDLING REDUCTION CAMPAIGN	Jeff reviewed primary components of campaign: - Idling Ambassador through MOE (will be finished next week) - partnership with Smithers Secondary School - partnership with One Sky with Lee White as our contact person (they have federal funding for a campaign beginning in October)	Terms of Reference needed for subcommittee. JA to ask if Jon Goalder with SSS can liaise with Burns Lake and Houston high schools to expand program. LG to include bursary for \$250 under Clean Air Day

		<p>funding and DS to ask Hampton for industry funding.</p> <p>BW to follow up with Ashley on end of term report.</p> <p>JA will contact Lee White to deliver presentation to Smithers Town Council next Tuesday instead of Ashley - Presentation to be circulated to Board as an FYI.</p>
SCHEDULE OF MEETINGS FOR 2008		<p>Thursday November 27 as potential date, Burns Lake.</p> <p>LG to request volunteer for rotating chair.</p>
Woody Debris Management Committee	<p>Discussion on sequencing – agreed to keep as written. LG has left message with T-Mar chipping about making presentation.</p> <p>Terms of Reference adopted with name change: Woody Debris Management Committee.</p>	<p>Run through minutes from last year and follow up.</p> <p>Find examples of firewood collection working in other jurisdictions and program elements that we can adopt to make it work here.</p> <p>Follow up with T-Mar Chipping for presentation.</p>
CLEAN AIR PLAN UPDATE COMMITTEE	<p>Discussion on Terms of Reference deferred due to lack of time but completion date of December 1 noted.</p> <p>Laurie noted that she has read through the Plan and comments from last two AGMs and summarized recommended amendments in a table attached to Terms of Reference.</p>	<p>All to review and comment on Terms of Reference and recommended Plan amendments by September 5.</p>
REVIEW OF ACTION ITEMS		<p>LG will circulate minutes by August 22.</p> <p>Attachments and action items will be completed by August 29.</p>
ADJOURNMENT	<p>Meeting was adjourned at 4:30 pm. Thanks to Joanne for hosting the meeting and to Dave Duncan for chairing.</p>	