

Date & Time:

- Tuesday, Sept 16th, 2025 @ 5 pm via Teams.

Members:

Member	Company	Location	2025-26 NICC Board Positions	Attendance
Greg Jonuk	Ministry of Forests	PG		Present
Judy Carlson	-----	PG		Regrets
Neil Brooks	Canfor	PG		Present
Jeff Ernst	North Area, Ministry of Forests	PG		Present
Taylor-Jean Rankin	DSS Resource District, Ministry of Forests	Smithers		Regrets
Matthew Colley	Strategic Natural Resource Consultants Inc.	PG		Present
Andrew Ambery	West Fraser	Quesnel		Present
Nathan Beckley	Spectrum Resource Group Inc.	PG		Regrets
Julie Lamoureux	Ministry of Forests	Dawson Creek		Present
Max Hamelin	Ministry of Forests	Houston		Present
Guillaume Dessureault Hamelin	Bigfoot Reforestation	Telkwa		Regrets
Trevor Horne	Meraki Resources	PG		Regrets

Agenda:

1. Review of Finances (Matt)
 - Matt has not yet connected with Tim G re the final finances for the 2025 Annual Training Session (ATS).
 - This may impact venue booking if we have to downsize.
 - This will also impact registration for 2026 ATS
2. Venue Planning (Greg)
 - Based on numbers from 2025 and current unsettled economic environment, we can likely plan on staying status quo on registration numbers (not larger).
 - This may impact venue booking if we have to downsize.
 - This will also impact registration for 2026 ATS.
 - Do the current venues meet our needs (Ramada for banquet and conference/office day?) Folks were a unanimous yes.
 - Dates were confirmed for (Wed, May 6, 2026 and Thursday May 7, 2026) as per the NICC = the 1st week of May, in agreement with SITCA that = the 2nd week of May
 - Assigning a person to do the reservation of venue(s) should be a priority of the Oct. NICC Executive meeting.
2. NICC Website (Greg)
 - We will need the log-in information which is currently with Andrew Potter.
 - Jeff Ernst to contact Andrew to get this info.
3. Changing of Signing Authorities (Greg)
 - Currently Tim G, Andrew P, Greg J
 - At BMO
 - Ideally we add 2 PG folks (Neil and Matt)
 - Greg has the contact information for the BMO staff person who administers community accounts and will get ahold of her to assess the requirements for this ask.
4. Action Items 5. Next Meeting

Item #	Action Items	Assigned To	Status	Comments
1	Check-in with Tim Giesbrecht re 2025 finances.	Matt C	Assigned	completed
2	Inquire with BMO re Changing Signing authorities	Greg Jonuk	Assigned	Oct. 07, 2025 follow-up: Teresa Pirillo with BMO regarding the process @ (250-565-8647): A letter has to be written stating who you want

				removed and who you want added. To make the process go faster we will need the following information from the new Signor.
				Name, Address, DOB, Phone number, Email address, ID number with expiry date, occupation details.
3	Check-in with Andrew Potter including population of Work Breakdown Structure on google.doc to ensure no tasks are missed (knowledge transfer)	Andrew A	Assigned	Completed
4	Check-in with Andrew Potter re. NICC website log-in info. to update the website.	Jeff Ernst	Assigned	

- o October 21, 2025 as per the Meeting & Event Schedule Tab:

https://docs.google.com/document/d/1RQ27Oa8suDqZ0_jm9tosL3GdAEpze9OSFfN0Bx_L0ew/edit?tab=t.v6b6g8yj42i9

October 21, 2025 (Tuesday)	<input type="checkbox"/> BMO F/U Greg <input type="checkbox"/> Website F/U Jeff <input type="checkbox"/> \$\$ T/O F/U Matt <input type="checkbox"/> c/I with Andrew re WBS F/U Andrew A Decision on venue Delegate venue booker(s)
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- o Heads-up: Greg J. will be absent.