

NICC Meeting Agenda

Date & Time:

- Tuesday, April 14, 2026 @ 5 pm via Teams.

Board Member Attendance:

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

Guest Attendees:

Member	Company	Location	2025-26 NICC Board Positions	Attendance
Andrew Potter	IFS	PG		Present

Agenda:

1. **Approval of Previous Meeting Minutes (Judy)**
 - Approved by all
2. **Review of outstanding Action Items (Andrew)**

Item #	Action Items	Assigned To	Status	Comments
1	Venue - Ramada.	Andrew Ambery	Complete	<u>Jan 20/26:</u> Reviewed contract and cost estimates. Discussed inclusion of breakfast, all agreed not to add it this year due to costs. All in favour of Ramada booking as presented and approved by all. Andrew Ambrey to sign and return the contract to the Ramada.

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				Follow up complete & estimate forwarded to board.
3	Provincial grant funding.	Neil Brooks	Deferred	<p><u>Jan 20/26:</u> No grants currently open to apply for. Neil will keep his eye on it. City of PG has some grants available as well.</p> <p>Neil will look into possibilities for provincial funding. There are opportunities but the deadline for them is too tight for this year but will look at it for next year. Community Forests might have funding available.</p>
8	.Reach out to presenters.	ALL	Ongoing	<p><u>April 14/26:</u> WF bio A.A - bio will travel and present in person - Mauro Calabrese</p> <p><u>Jan 20/26:</u> - Andrew Ambery - Bird RP Bio is available for a presentation. - Taylor R - confirmed Kyle Miller for Wildfire Rehab.</p>
9	Exec meet with BMO to sign the signing authority form.	Andrew Ambery Greg Jonuk Matt Colley Neil Brooks	Complete	<p><u>Jan 20/26:</u> Greg has done it. Andrew will do it tomorrow. Matt and Neil will also do it tomorrow.</p> <p>Andrew Ambery - Ongoing Waiting on BMO to give green light for people to sign, Andrew Potter will let folks know when.</p>
10	Put together a slide for "thanks to our supporters" to show during the office session.	Judy Carlson	In Progress	<p><u>Feb 17/26:</u> In Progress. Will have it for the next meeting.</p> <p><u>Jan 20/26:</u> Ramada gives us a discount on costs (room rental, room rates, parking validation). IRL donates a door prize. PWB donates beer. We should thank those that support our conference during the day.</p>

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11	Have a look at the Snowmobile Club site and provide thoughts on suitability.	Andrew Potter	Complete	<p><u>Jan 20/26:</u> Note: before April the site should be validated. We need to confirm that it will work for the conference.</p> <p>From Mar. 17 email: Andrew reviewed this site and recommended its use. There is lots of stuff to find and discuss, trails around to make site-to-site easy. The stand is a bit young, so ages are hard to find, but not prohibitive.</p> <p>Also, he recommends that, as soon as the agenda is finalized and a rough site map is available, plus write up, post it on NICC website so others can check out the event.</p>
12	See about getting NICC conference info in BC Forest Professional, the increment, and job search BC.	Max Hamelin	Complete	<p><u>Jan 20/26:</u> Max has sent a couple emails out but have not had a response yet. Will reach out again.</p>
13	Email Kim and see if he would be willing to do a presentation leading into 3P.	Neil Brooks	Complete	<p><u>Jan 20/26:</u> Neil has sent him 2 emails but have not had a response yet. Will reach out again.</p>
14	See if Chelton would be interested in being a Keynote speaker.	Greg jonuk	Complete	<p><u>Jan 20/26:</u> Will not reach out asap.</p>
15	Do the 2026 AGM Agenda.	Judy Carlson	In Progress	<p><u>April 14/26 :</u> Finalize agenda with speakers</p> <p><u>Feb 17/26:</u> A Draft has been prepared and emailed to the executive. Exec to review. Presentation titles and presenters name and info needs to be confirmed and updated.</p>
16	Food and numbers and allergies	Andrew A	In Proges	<p>Finalize food related to numbers and allergies</p>

3. Venue Planning (Andrew)

- Dec 16/25: Ramada will put together an estimate for the same service as last year. Andrew Ambery to follow up with Ramada on the estimate.
- Nov 11/25: Ramada supplied BEO and full AGM estimates. Total estimate is at ~\$15,000.00. See estimate for details.
- Needs to be paid by May 8th - assigned to Matt C

4. Registration (Matt)

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- Cost for registration is roughly \$205 to \$210 if registration numbers stay the same based on Matt's rough estimates from financials.
- SITKA profit margin (Neil will inquire).
- Can we add presenter emails to the final email with field and office agendas?
- Niel to contact Greg Rose to see if they can work the NICC into the Timber Measurements program schedule to have it available for students.
 - Willing to work it into measurements 3 class - roughly 15 extra ppl. Not part of the curriculum this year.
 - CNC will foot the bill for students 2027
- Discussed full 2 day costs, student rate \$140 (full 2 days minus banquet dinner), and office session being \$110.
- Photo Disclaimer has been added to the receipt portion of the payment.
- **Full registration cost is \$200. (Same as last year.)**
- Neil: CNC is willing to partner up with NICC and do a reduced rate for the field day and office session for students.
- Discussion on student rate to be discussed and confirmed by Neil and Greg for between \$100-140.
- Andrew to reach out to UNBC as an alumni.
 - Feb 17th not completed yet
- Julie mentioned we could add a lifetime member to attend the conference for free
 - Would need to add criteria to not exclude others who may have contributed to the NICC in the past

5. Provincial Grant Funding (Neil)

- None available at this time.

6. Field Site (Taylor)

- The snowmobile Club area on Pinkle Road has been secured for May 6th. Members know that there will be 100+ people on site and to be cautious with quad use.
- Need to validate the usefulness of the site before the AGM.
- Need to figure out the field site within the next month
 - Neil might know a spot...

7. Marketing Campaign/NICC Email (Matt)

- Social media platforms - youtube, instagram, etc. Is there something in mind to attract registrants?
- Gmail for NICC - nicc.cruising@gmail.com
 - Password/access info has been shared with the executive.
 - Matt is monitoring the email and will forward to the group. Andrew will respond as the President. If required, the group can discuss behind the scenes and provide a unified response.
- Videographer to promote NICC
- Once speakers are lined up, send mass email to participant list

8. Conference Speakers/Presenters (Judy)

- Start looking for speakers (all)
- Suggestions for topics, 30mins slots but negotiable on time, teams.virtual platform is compatible, presenter is covered for meals and registration fee.
- Everyone, reach out to your possible presenters.

Possible Topics

- Non-Timber Forest Products/FN medicinal forest resources (Andrew Ambery/Trevor Horne) Ambery will talk with Nakaz'adli and Trevor can reach out to Nations Meraki works with i.e. Wet'suwet'en.
 - In progress. No presenter confirmed to date.

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- Andrew will follow up with with Nakaz'adli or Yakooche
- Chelton Van Gelovan (Greg) is available and willing.
 - Greg will confirm for daytime speaker
 - A panel presentation would be an option if there are others confirmed. If a panel is done we could put out a feeler ahead of time for questions.
- 3P sampling - Jason Smith (Greg). Recent cruise manual change to allow for pilot for 3P sampling. Could be stand alone or tied into the TPB update.
 - Confirmed

Keynote Speaker Options

- Kim Iles - 3P
 - Confirmed as of Feb 17th
- Chelton Van Geloven (Has agreed)
 - Option for him to present daytime

Confirmed Presentations

1. Wildfire rehab implementation post wildfire. Kyle Miller, RFT, Provincial Rehab Specialist (Taylor)
 - Super interested in presenting and attending the field day as well.
2. Pileated woodpeckers (Andrew Ambery)
 - A biologist is confirmed from WF Mauro Calabrese, RPF, RP Bio
3. Bats and Tree Roosts in Northern BC (Julie)
 - A Biologist in the Peace said she would be interested in presenting.
 - Good to go. Morning would be better. Inge-Jean Hansen, RPbio. Will try to be there in person, but worst case scenario we can do a virtual thing.
4. Survival or safety talk from PG SAR (Julie) CANCELLED
 - Somebody will do it. The presenter is not confirmed yet but the SAR guy said that outreach is within their mandate and will let us know who.
5. Provincial Wildfire Update (Greg)
 - Yes, someone for PGFC will provide an update. Emily
6. Timber Pricing Branch cruising manual updates Jason Smith/Mike Widdel (Greg)
 - Yes, but depending on travel budgets. Worst case we could try to do it virtually but it is an important thing for Jason/Mike to attend.
 - i. Feb 17th: Haven't confirmed who it will be yet
7. Timber Pricing Officer (TPO) like Frank Caffery overview on Appraisals (Jeff)
 - Frank will do it!
8. Max - packing ratio as part of waste presentation?

8. Record the Conference Day (Neil)

- Possibly make it available online for a lower price.
- Pros and cons to address.
- Neil reached out and it is \$5,000 minimum to do it well.
- Taylor raised concerns regarding presenters' willingness to do this knowing we get money for the presentation and they don't.
- Julie suggested a live broadcast of the presentations.
- Andrew Ambery provided a note on costs as there are discussions around cost control measures which may include not sending people to any events given the current industry constraints.
- No recording of conference day - decision made Feb 17th

9. Signing Authority (Greg)

- Have exec met with BMO yet?

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- Greg has done it. All others still to do.
- Completed Feb 17th

10. Work Breakdown List/Sheet (Greg)

- Gentle reminder: Everyone to look at the Work Breakdown Structure and take on some tasks.
- The colour coding key shows who the general task could be for. This doesn't limit others from taking on those tasks.
- Feb 17: ensured Trevor has been granted access.

11. Swag (Julie)

- Created a new logo to commemorate years of NICC. Will make adjustments.
 - Julie has some ideas
- Will contact Custom Stitch to see about costs.
- Perhaps limit ball caps as an item
- Possible items
 - Balaclava
 - Touques
- Possible budget
 - min \$600
 - target \$750
 - max \$1000

12. Data Storage (Jeff)

- Discussion regarding gathering and assembling photos and documents for continuity and reference.
- We need to discuss it further and make a plan.
- Group photo, minutes, and pictures are being added to the website

13. Sponsorships

- Licensees/companies to sponsor NICC
- NICC is a Licensed Society
 - i. Can we accept money from sponsors?
 1. Yes, goes towards paying for AGM costs
- How much should we ask?
 - i. \$500 and up!
- Greg will ask FOR
- Andrew Ambery will ask WF

14. Scholarship

- How was this started
- What does the mandate, or bylaws say
- Membership should decide, put it out there for them in some way, TBD.
- Andrew via March 17 email: Planning this week to give the money to UNBC and CNC for the scholarships before March 30th
-

15. Next Meeting Dates (Judy)

- March 31, 2026 (Optional: Not Outlook Scheduled yet)
- April 7, 2026
- April 21, 2026
- May 1 (Friday): Field Set up Day
- AGM: Wednesday May 6 & Thursday May 7

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Meeting adjourned @

Update from Matt:

UNBC and CNC scholarship money has been deposited.

If anyone needs me to pay anything else (swag and door prizes) please let me know.

Motion by Judy seconded by Max that we move to we offered a reduced rate to Phil Smith to attend the banquet dinner at \$75

All in favor.

ACTION ITEM: Greg to respond to inquiry.

Completed 2026-03-31

UNBC Forestry club radio post - history of why NICC started. Tim is looking for direction. Greg is not sure if it is feasible this year or will be for next. What we do (more contemporary) and why (the history).

Greg to get a hold of Tim to try to sort out details. Thursday afternoons are best for UNBC.

- Completed

Site Captains - 11 + ???

	Name	Site
1	Greg Jonuk	
2	Neil Brooks	Snack station/slope
3	Jeff Ernst	Burn Codes
4	Taylor Rankin	Path + risk group preferred
5	Matthew Colley	Scares
6	Andrew Ambery	Orphan Trees
7	Nathan Beckley	
8	Julie Lamoureux	Deciduous + ages?

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9	Max Hamelin	
10	Guillaume Dessureault Hamelin	
11	Trevor Horne	Borderline Trees
12	Quinn McCord (MoF Travel Approval Dependant) (Taylor)	Soundwood
???	Paul Dunn / Alex Arsenault (Jeff)	Waste & Residue
???	Matt Chim North Peace Forestry (Julie)	No contact yet
???	Charlie Case (MoF Travel Approval Dependant) (Jeff)	
???	Trevor's Guy	

IRL - Are they coming - Andrew to ensure gets done

- Andrew P confirmed they will be there May 7th

Agm next tuesday jeff will post

Next meeting april 14

April 21 or 28 if needed

April 24 field site set up (or may 1 if needed)

- Meet at CN parking for 0830

Julie to make the powerpoint for field site review

- Site captain to provide any extra details.

Greg to send powerpoint from last year for template

- Sent to Julie

Greg to share his past field site summaries to documents tab "station notes"

Us to provide picture & site name and captain

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Custom stitch will be ready in 2 weeks, Matt will pick up and pay.

May 6 field day

May 7 office day

May 19 agm debrief

Adjourned 6:11 pm