



WOODLOT PRODUCT DEVELOPMENT COUNCIL

Annual Report 2022-23

For the Reporting Period April 1, 2022 to March 31, 2023

For presentation at the 26th Annual General Meeting of the Woodlot Product Development Council in Cranbrook, BC on October 28, 2023. To meet quorum, a minimum of 5% of the membership (42 votes) must be received.



Introduction

The annual report provides an opportunity for the Woodlot Product Development Council (WPDC) to report on its activities over the past year. The report serves to inform its members of achievements and how the resources were managed to meet its purpose. As a Council member (Woodlot Licensee), you have many ways of influencing the direction that the WPDC Board of Directors takes. These include Communicate your priorities to the Directors; Complete the annual woodlot licensee survey; Submit advisory resolutions and/or Volunteer to sit on the Board. Your input is valuable for ensuring that the Board pursues the priorities that meet its members' needs.

Purpose

The purpose of the Council shall be to benefit and promote the woodlot industry throughout the province of British Columbia. With funds collected through the powers granted to the Council under the Farming and Fishing Industries Development Act, the Council will:

- Promote a positive image of the woodlot industry and its products.
- Educate the general public and buyers about the benefits of BC Woodlots and small-scale woodlot management.
- Initiate and support research programs for the development and enhancement of the woodlot industry in the province.



Mission Statement

The primary mission of the Woodlot Product Development Council will be to benefit and promote the woodlot industry throughout the province of British Columbia.

WPDC Vision

The resources of the Woodlot Product Development Council will be used to promote sustainable small scale resource management in British Columbia.

Board of Directors

Chris Hawkins	President
Gernot Zemanek	Vice President
Samantha Carter	Treasurer
Paul Galliazzo	Director
Lee Pond	Director
Dan Burns	Director
Ron Beauchesne	Director

Council thanks Emma Neil, MoF for her contributions.

WPDC Contractor

Cathy McClary	Coordinator
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WPDC Past Presidents

Cathy Harris	1997-2000
Marvin Strimbold	2000-2003
Bas Delaney	2003-2005
Paul Galliazzo	2005-2007
Mike Larock	2007-2011
Chris Elden	2011
Denise English	2011-2014
Jerry Benner	2015
John Massier	2016-2017
Dean Daly	2018-2019
Brent Petrick	2020
Chris Hawkins	2021
Brent Petrick	2022

Woodlot Product Development Council Operations

The Woodlot Product Development Council (WPDC) was established in 1997 with the intent to develop, promote and strengthen the economic viability of the woodlot industry in B.C. The Council is accountable to 841 woodlot licensees and is governed by a volunteer Board of Directors elected by the members for two-year terms.

The WPDC has an agreement with the Federation of British Columbia Woodlot Associations (FBCWA) to provide support and services consistent with the purpose of the Council. These services and deliverables are identified in an approved annual budget and work plan with a focus on Member Support & Communications, Timber Pricing Support, Woodlot Administration and Relationship Building.

Funds come from the woodlot levy paid to the WPDC by all woodlot licensees and is collected under the Farming and Fishing Industries Development ACT (FFIDA).



Extraordinary Project Proposals

The Board of Directors for the Woodlot Product Development Council (WPDC) has an initiative to allocate funds to Extraordinary Projects that are not included in the joint work plan with the Federation of BC Woodlot Associations (FBCWA). Eligible proponents must be one of the following: Woodlot Licensee, Woodlot Association, WPDC Board of Directors or FBCWA Board of Directors. The annual amount allotted is \$100,000. Applications are received throughout the fiscal year. In the event of competing proposals, the Board will assign the highest priority to Provincial level projects that benefit the most woodlot licensee, a medium priority for Regional and a lower priority for Association level projects.

Woodlot Product Development Council Extraordinary Project Proposals (EPP) Awarded and Completed

EPP #	Description	Product	Reference	Status
2022-002	Forest Carbon and Woodlot Licences	Summary of carbon opportunities for woodlot licensees		Ongoing
2022-001	Small Forest Tenure Capacity Building Phase 3	Explore partnerships	Almanac Summer 2023	Complete
2021-003	Small Forest Tenure Capacity Building Phase 2	Network Database	Summer 2022	Complete
2021-002	Small Forest Tenure Capacity Building Phase 1	Final Paper	Almanac Fall 2021	Complete
2021-001	Silviculture Survey Practices	High Gain vs Minimum Practice Decision Chart	Almanac Spring 2021	Complete
2020-002	WL Association Building			Awarded, not completed
2020-001	Mixedwood Management in Northeastern BC	Measurement Data and Report	Almanac Fall 2020	Complete
2019-002	WL Succession and Tax Planning	WL Succession and Tax Planning Guide November 2020	Almanac Fall 2020	Complete
2019-001	Fire Mitigation and Fuel Hazard Reduction on Woodlot Licences	Fire Mitigation and Fuel Hazard Reduction on Woodlot Licences Phase 1 - Situational Analysis	Almanac Summer 2019 & Presentation 2019 Woodlot Conference	Complete
2018-001	WLP Training	Training at various locations	Almanac Winter 2018	Complete



Strategic Goals

- A. The levy collected from woodlot licensees under the FFIDA will be managed by the Board to promote a positive image of the woodlot industry, its products and its services.
- B. The levy collected from woodlot licensees under FFIDA will be managed by the Board to provide relevant information to the general public and buyers about the benefits of BC Woodlots and small-scale woodlot management.
- C. The levy collected from woodlot licensees under FFIDA will be managed by the Board to initiate and/or support research programs for the development and enhancement of BC's woodlot industry.
- D. The levy collected from woodlot licensees under FFIDA will be managed by the Board to initiate and/or support extension services for the development and enhancement of BC's woodlot industry.
- E. Establish and maintain a strong business relationship with the Federation of British Columbia Woodlot Associations (FBCWA).
- F. Maintain strong governance and a functioning Board of Directors that works to achieve the WPDC's stated purposes.
- G. Manage an investment fund that provides revenue in excess of the annual levy revenue collected to fund projects that benefit woodlot licensees.



25th Annual General Meeting October 15, 2022, Abbotsford BC • 9:00 a.m. – 10:00 a.m.

****Winner of Early Bird Draw for Free Registration is Russ Clinton who kindly donated the money to the FBCWA Silent Auction. ****

Note: The quorum shall consist of 5% of the total membership by a show of hands from woodlot licensees and proxy holders. The current membership consists of 847 woodlot licensees. The quorum is forty-two (42) licensees.

PART A: AGM FOR FISCAL YEAR 2021-22 (Ending March 31, 2022)

- 1. CALL TO ORDER & ESTABLISH QUORUM** Brent Petrick
 - Meeting Called to Order at 8:57 am.
 - To make a Motion, a licensee must state their name and woodlot number.
 - Quorum was established with 73 registered woodlot licensees present, plus 16 licensees represented by 5 proxy appointments.
- 2. ADOPT THE AGENDA AS PRESENTED** Brent Petrick
MOTION #1:
To adopt the Agenda for the 25th Annual General Meeting of the Woodlot Product Development Council as presented.
M/S: John Massier W1406 / Paul Galliazzo W1520 Carried
- 3. INTRODUCTIONS** Brent Petrick
The Current Directors are:
Brent Petrick President (Outgoing)
Lee Pond Vice President
Gernot Zemanek Treasurer
Blain Arnett Director
Paul Galliazzo Director
Dan Burns Director
Ron Beauchesne Interim Director

Brent thanked Emma Neill, MoF for her support during 2021-22.
The Council Coordinator is Cathy McClary, Oyama
The FBCWA liaison is Mark Clark, Prince George
- 4. REVIEW OF FINANCIAL STATEMENTS FOR 2021-22** Gernot Zemanek
MOTION #2:
To accept the Financial Statements for the year ended March 31, 2022 as reviewed and published in the 2021-22 Annual Report.
M/S: Paul Galliazzo W1520 / Chris Maundrell W1217 Carried
- 5. REVIEW OF FUND MANAGEMENT for 2021-22** Blain Arnett
- 6. PRESENTATION OF THE 25th ANNUAL REPORT** Brent Petrick
MOTION #3:
To accept the Annual Report for the year ended March 31, 2022 as published.
M/S: Russ Clinton W0205 / Brian Amies W1588 Carried /1 Opposed
- 7. ADVISORY RESOLUTION SESSION** Blain Arnett
No advisory resolutions were submitted.
- 8. QUESTION & ANSWER SESSION** Brent Petrick
- 9. ADJOURN 25th ANNUAL GENERAL MEETING** Brent Petrick
There being no further business the meeting was adjourned at 9:55am.

**WOODLOT PRODUCT DEVELOPMENT COUNCIL
FINANCIAL INFORMATION
March 31, 2023**

COMPILATION ENGAGEMENT REPORT

On the basis of information provided by management, I have compiled the balance sheet of Woodlot Product Development Council as at March 31, 2023, the statements of income and retained earnings for the year then ended and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

I performed this engagement in accordance with Canadian Standards on Related Services (CSRS) 4200, Compilation Engagements, which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial information.

I did not perform an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an audit opinion or review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Prior to compiling the financial statements of Woodlot Product Development Council, this accounting firm performed bookkeeping services, which included the preparation of journal entries and a trial balance.

Nancy A. Roisum
Chartered Professional Accountant Ltd.
Houston, British Columbia, October 12, 2023

**WOODLOT PRODUCT DEVELOPMENT COUNCIL
STATEMENT OF RETAINED EARNINGS
For the year ended March 31, 2023**

**WOODLOT PRODUCT DEVELOPMENT COUNCIL
NOTES TO FINANCIAL INFORMATION**

March 31, 2023

1. BASIS OF ACCOUNTING

The basis of accounting to be applied in the preparation of the financial information is on the historical cost basis, reflecting cash transactions with the additions of:

- Accounts payable and accrued liabilities;
- Accounts receivable less an allowance for doubtful accounts; and
- Investments adjusted to fair market value.

	2023	2022
RETAINED EARNINGS (DEFICIT), beginning of year	\$ 3,957,280	\$ 3,909,921
NET INCOME (LOSS)	<u>(655,997)</u>	<u>47,359</u>
	3,301,283	3,957,280
RETAINED EARNINGS (DEFICIT), end of year	<u>\$ 3,301,283</u>	<u>\$ 3,957,280</u>

**WOODLOT PRODUCT DEVELOPMENT COUNCIL
STATEMENT OF INCOME
For the year ended March 31, 2023**

	2023	2022
REVENUE		
Ministry of Forest Levy	276,406	381,413
Almanac ad revenue	630	1,376
AGM revenue	17,640	
Interest income	<u> </u>	<u> 3</u>
	<u>\$ 294,676</u>	<u>\$ 382,792</u>
EXPENSES		
Accounting	2,438	4,023
AGM	41,640	
Coordinator fees and expenses	36,636	45,308
Directors' meetings and expenses	25,140	18,308
FBCWA Business	520,150	354,749
Insurance	1,598	1,522
Levy refunds	8,981	20,459
Extraordinary Project Proposal	61,352	28,082
Questionnaire	<u> </u>	<u> 394</u>
Research and development projects	588	3,208
Storage	3,985	1,783
Woodland almanac	<u>11,365</u>	<u>13,338</u>
	713,873	491,174
OPERATING INCOME	(419,197)	(108,382)
OTHER INCOME		
Realized/unrealized gains on investments	<u>(236,800)</u>	<u>155,741</u>
NET INCOME (LOSS)	<u>\$ (655,997)</u>	<u>\$ 47,359</u>

**WOODLOT PRODUCT DEVELOPMENT COUNCIL
BALANCE SHEET
March 31, 2023**

	2023	2022
ASSETS		
CURRENT		
Cash	\$ 73,763	\$ 74,139
Amounts receivable	78,136	117,995
GST rebate receivable	<u>7,274</u>	<u>1,952</u>
	159,173	194,086
INVESTMENTS	<u>3,143,012</u>	<u>3,781,118</u>
	<u>\$ 3,302,185</u>	<u>\$ 3,975,204</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 902	\$ 17,924
TOTAL LIABILITIES	<u>902</u>	<u>17,924</u>
EQUITY		
RETAINED EARNINGS (DEFICIT)	<u>3,301,283</u>	<u>3,957,280</u>
	3,301,283	3,957,280
	<u>\$ 3,302,185</u>	<u>\$ 3,975,204</u>

Approved by the Directors:

 Director
  Director

