



**MINUTES OF THE COMFOR MANAGEMENT SERVICES LTD. ANNUAL  
GENERAL MEETING OF THE SHAREHOLDER HELD IN COUNCIL  
CHAMBERS ON Thursday, May 16, 2019 AT 6:00 PM**

**PRESENT**

Councillor Wiebe  
Councillor White  
Councillor Hill  
CAO S. Worthing  
Comfor General Manager Frank Varga

**PUBLIC**

John Janzen  
Crystal Fisher  
Lloyd Adams  
Tara William  
Jeff Brown

**MEDIA**

**CALL TO ORDER**

Acting Mayor Wiebe called the meeting to order at  
6:06 p.m.

**APPROVAL OF AGENDA**

It was moved and seconded by Council

**CM 2019-05-16: 1**

**THAT the agenda for this meeting be approved as  
presented.**

**CARRIED**

**PUBLIC COMMENT**

None

**ADOPTION OF THE  
MINUTES**

It was moved and seconded by Council

**CM 2019-05-16: 2**

**THAT the May 17, 2018 minutes of the Comfor  
Management Services Ltd. Annual General Meeting  
of the Shareholder be adopted.**

**CARRIED**

## DELEGATIONS

None

## NEW BUSINESS

### Comfor Management Services Ltd. 2017 - 2018 Annual Report

- General Manager Frank Varga (GM Varga) presented the Annual Report for October 31, 2018.
- GM Varga provided an overview of Comfor's guiding principals.

#### **Harvest Report**

- 2017/18 harvest performance was just under 43,000 was green 117,797 was dry.
- Maximum volume of green that is allowed to be harvested is 55,000 M3 per year.

#### **Community Benefit**

- \$291,663.85 was donated to 50 non-profit organizations during the fiscal year
- Comfor employed 57 fulltime equivalents (FTEs)
- 85% of Comfor's goods and services are purchased locally.
- 1.2 million trees were planted, including, spruce, pine, Douglas Fir and Western Larch.

#### **Financial performance**

- Net profit percent in fiscal 2018 was 18%
- Shareholder equity is going up an average of 2% per year.

#### **Fuel Mitigation Projects**

- GM Varga gave an overview of future projections and assumptions.
- The forest is dynamic and Comfor wanted to make sure they had a way to transition through the coming changes. To do this, the Comfor board felt they needed to improve information, gain FSC Certification, and increase public support through communication and engagement.
- FSC is one of the highest worldwide certifications you can earn. Comfor became FSC

certified in 2017. The FSC label is on most envelopes.

- There is a considerable amount of dead fibre available for harvest, however much of it is in highly constrained areas.
- Harvest forecasts include maximizing the dead in the constrained areas to realize the economic benefit and from a public safety perspective.

#### **Wildfire mitigation**

- Completed a landscape level wildfire protection plan.
- The hillside on the south of Burns Lake has high risk polygons.
- Comfor is proposing firebreak lines that are 300 metres wide. The lines are strategically placed to protect the community.
- FLNRORD District Manager will remove constraints if he sees merit in the landscape plan.
- GM Varga gave an overview of last winter's harvesting on Boer Mountain.

#### **Future of Comfor**

- A new management plan will be completed by early July and will be submitted to the Ministry.
- Council discussed the south side of Burns Lake.
- Acting Mayor Wiebe thanked GM Varga for the presentation.

It was moved and seconded by Council

**CM 2019-05-16: 3**

**THAT the Comfor Management Services Ltd. November 1, 2017 to October 31, 2018 Annual Report be received.**

**CARRIED**

Comfor Management Services Ltd. Financial Statements for the Year Ended Oct 31, 2018.

- Council commended the Board on the tremendous amount of donations to the community.

It was moved and seconded by Council

**CM 2019-05-16: 4**

**THAT the Comfor Management Services Ltd. Audited Financial Statements for the Year Ended October 31, 2018, prepared by Edmison Mehr Chartered Accountants be accepted as presented.**

**CARRIED**

Appointment of the Auditor for Comfor Management Services Ltd.

It was moved and seconded by Council

**CM 2019-05-16: 5**

**THAT Edmison Mehr Chartered Accountants be appointed as the auditor for Comfor Management Services Ltd. for 2019.**

**CARRIED**

Appointment of Directors to the Comfor Management Services Ltd. Board

- On behalf of the Village of Burns Lake, Acting Mayor Wiebe thanked the Directors for their service and commitment to the Comfor Management Services Ltd. Board.

It was moved and seconded by Council

**CM 2019-05-16: 6**

**THAT the following individuals be appointed to the Comfor Management Services Ltd. Board of Directors:**

**Crystal Fisher – Director  
John Janzen – Director  
Paul Davidson - Director**

**AND THAT the following individuals be appointed as representatives for First Nation organizations:**

**Lloyd Adams – Burns Lake Band  
Tara William – Wet’suwet’en First Nation  
Jeff Brown – Office of the Wet’suwet’en**

**CARRIED**

It was moved and seconded by Council

**CM 2019-05-16: 7**

**THAT John Illes be sent a letter of thank you for his time, effort and service to the community while on the Comfor Management Board of Directors.**

**CARRIED**


**ADJOURNMENT**


It was moved by Council

**CM 2019-05-16: 8**

**THAT the meeting be adjourned at 7:12 p.m.**

**CARRIED**

  
MAYOR

  
CORPORATE OFFICER

Certified to be a true copy of the minutes of the Comfor Management Services Ltd.  
Annual General Meeting held on Thursday, May 16, 2019

