



Meeting Summary

Attendance:

<p><i>Public Advisory Group</i> *:</p> <p>Bob Frederick Ron Timothy</p> <p>Henner Grimm Joe Vogl</p> <p>Ross Hamilton</p>	<p><i>Steering Committee & Advisors:</i></p> <p>Chair: Darwyn Koch – Apollo</p> <p>Kevin Bedford – Carrier Lumber</p> <p>Jeremy Greenfield – BCTS</p> <p>Christy Hoy - Stuart Lake Lumber</p> <p>Glenn Mackintosh - Canfor</p>
<p><i>Facilitator:</i></p> <p>Roxanne Yanishewski (R. Yanishewski & Associates)</p>	<p><i>Observers:</i></p>

Quorum based on past five meetings: 4

A. Welcome & Introduction

1. Members signed in
2. Welcome by the Chair of the Licensee Steering Committee [Darwyn Koch]
3. Introductions
4. Confirmed agenda
5. Minutes of the February 4, 2006 meeting accepted as written.

B. Future Meeting Times

1. Review of current and proposed meeting times for future meetings
2. Discussion on current and proposed meeting times for future meetings
3. Consensus of PAG members on having future meetings on weekday evenings or Saturdays. At least one PAG member is unable to attend on Thursday evenings.

C. FSJ SFMP Annual Report

1. Draft Annual report for 2006 distributed.
2. Indicator 25:

a. Review of *Indicator 25 – Permanent Access Structures*: “The total percent of forested land within the Timber Harvesting Landbase that is converted to non-forested land.”

b. Discussion on *Indicator 25 – Permanent Access Structures*: “The total percent of forested land within the Timber Harvesting Landbase that is converted to non-forested land.”

c. Consensus of PAG members on *Indicator 25 – Permanent Access Structures*: “The total percent of forested land within the Timber Harvesting Landbase that is converted to non-forested land.”

3. Indicators 41 & 44: *Indicator 41 – Communication with Interested Individuals*: “Percent of individuals who have expressed an identified interest in forest planning are communicated with” and *Indicator 44 – Personal Notification*: “Annual personal notification to every “known” non-timber licensed tenure holder.”

a. PAG members' comments:

i. Trap boxes had been knocked down by harvesting activity.

ii. A meeting between a trapper and licensees did not take place as promised.

iii. Unable to get a time line as to when activity will be taking place.

4. *Indicator 45 – Marten and Moose Management*: “Develop management strategies for marten and moose.”

a. PAG members' comments – Marten habitat boxes will be set up and their locations marked by GPS.

5. *Indicator 62 – “Satisfaction with the PAG Process”* – The Licensee Team will propose a new indicator to replace the current indicator.

D. Presentation: Historic Douglas Fir: A map showing potential sites that Douglas Fir grow in the FSJ Forest District was viewed by PAG members.

E. Indicator 62 revision

1. Review of *Indicator 62 – Satisfaction with the PAG Process*: *Percent of PAG meeting evaluations completed during the reporting period that obtain a minimum average acceptability score of 3.*”

2. Discussion on *Indicator 62 – Satisfaction with the PAG Process*: *Percent of PAG meeting evaluations completed during the reporting period that obtain a minimum average acceptability score of 3.*”

3. Consensus of PAG members on *Indicator 62 – Satisfaction with the PAG Process*: *Percent of PAG meeting evaluations completed during the reporting period that obtain a minimum average acceptability score of 3; Target: 80%; Variance: -10%.*

F. Deactivation Strategy

1. Handout on Deactivation Strategy:

a. *Legislated Requirements*

b. *Carrier Lumber Ltd. Standard Operating Procedures for Deactivation*

2. Review of Deactivation Strategy

3. Discussion on Deactivation Strategy

4. Consensus of PAG members to recommend to the Licensee Team: Develop an indicator addressing road deactivation and the needs of other resource users.

G. Access Management: The Licensee Team will be hosting some form of meetings/workshops/etc. beginning in the Fall 2006 to begin addressing access management.

H. PG TSA Website update: A draft website has been created and will be moved to a server accessible by the public by the end of July 2006.

I. Apollo Field Tour: All-day field tour scheduled for July 26th, 2006.

J. Canfor's CSA Audit results

1. Auditors' report distributed.

2. Review of Auditor's report regarding the FSJ operations.

K. Expense Forms: Deferred to Fall 2006 PAG meeting.

L. PAG funding: Deferred to Fall 2006 PAG meeting.

M. Continuous Improvement Matrix: See updated CI Matrix and action table.

N. PAG Meeting Feedback (PAG questionnaire): Fort St. James SFMP PAG meeting evaluation distributed, completed, and collected.

O. Next meeting

1. Agenda:
 - a. Indicator on Road Deactivation
 - b. PAG funding
2. Time: 5:00 PM – 9:00 PM
3. Date: Fall 2006
4. Place: Seniors Centre (Fort St. James)

P. Actions

ID#	ACTION	WHO	DEADLINE	STATUS
33	Send research and other information related to some of the CI Matrix for PAG [e.g., WTP & Douglas Fir retention info]	Darwyn Koch, Kerry Deschamps	Feb 28, 2006	Achieved
38	Indicator 66: Determine an approximate number of hectares of Douglas-fir leading forest cover types before settlement	Licensee Team	May 2006	Hectares to be determined & info sent to PAG in June 2006
39	Indicator 64: Put a link in the Fort St. James website to the CNRC website.	Kerry Deschamps	Mar 31, 2006	A website for the PG TSA should be available by the end of July 2006.
41	Send a letter to the District Manager inviting them to participate in the PAG.	Darwyn Koch	Feb 15, 2006	Achieved
42	Licensee Team to review indicator #62 & report recommendation back to PAG [i.e., develop a means to measure PAG satisfaction].	Licensee Team	Jul 2006	Achieved
43	Assemble background information with regards to the current AAC Apportionments and distribute to PAG.	Darwyn Koch	Feb 28, 2006	Achieved
44	Licensee team to review the operating rules for deactivation (indicator and target) and access control, & develop an indicator for the PAG.	Licensee Team	Jul 2006	Info provided. Will address road deactivation indicator at Fall 2006 PAG meeting.
45	Licensee team to provide direction comments on how to locate WTPs of good quality and connectivity as part of the block design criteria indicator.	Licensee Team	Jul 2006	Achieved
June 10 - 01	Add to CI Matrix to consider combining indicators 37 and 21.	Licensee Team	Mar 31, 2007	

June 10 - 02	Distribute draft Annual Report to PAG members and invite comments (Deadline for comments: June 30, 2006).	Licensee Team	June 15, 2006	
June 10 - 03	Distribute a map & table showing potential sites that Douglas Fir can grow in the FSJ Forest District.	Licensee Team	June 30, 2006	
June 10 - 04	Consider developing an indicator addressing road deactivation and the needs of other resource users.	Licensee Team	Next PAG meeting (Fall 2006)	
June 10 - 05	Provide PAG with website information	Licensee Team	July 2006	
June 10 - 06	Provide PAG with information on Apollo field tour	Darwyn Koch	July 2006	
June 10 - 07	Licensee Team to provide Bob Fredericks with fall schedule of access management sessions/meetings to assist him in requesting MoF's involvement.	Licensee Team	Sept 2006	
June 10 - 08	Provide PAG with access management session schedule	Licensee Team	Sept 2006	
June 10 - 09	Modify SFMP to accommodate new wording for Indicator 62 [PAG Satisfaction]	Licensee Team	June 2007	