

Prince George SFMP Public Advisory Group

5:30 PM – 10:00 PM, November 24, 2005

Civic Centre (Room 208), Prince George, BC

MINUTES

In Attendance:

Public Representatives
& Alternates, and First
Nations:

Betty Abbs
Chris Andreschefski

Yvonne Gaumont
Joseph Gagne
Jo Graber
Virginia Karr
Sandra Kinsey

Anne Migvar
Esther Perry
Lee Sexsmith
Dave Stevenson

Observers: Jim Reid

Gord Haines

Licensee Steering Committee:

Chair: David Jewesson - Winton Global
Kerry Deschamps - Canfor
Cecil Gray – Lakeland Mills Ltd.
Shane Neukomm – Carrier Lumber Ltd.
Tim Sproule - BCTS

Advisors: Shannon Carson Loretta Drolet

Facilitator: Roxanne Yanishewski (Roxanne Yanishewski & Associates)

Scribe: Gretchen Prystawik (Roxanne Yanishewski & Associates)

1. Welcome & Introductions
 - a. Welcome by chair of Licensee Steering Committee.
2. Reviewed Agenda - Agenda accepted.
3. Reviewed Minutes - PAG adopted the September 15th, 2005 minutes with the following changes (changes in *italics*):
 - a. Date in the header is corrected from 2004 to *2005*.
 - b. Item 5.b corrected:
 - i. ...*trying* to understand...

- ii. Models *attempt to provide*...
- iii. They *try to reveal* ~~the~~ short and long term effects...
- c. Item 5.g – addition: *If more timber is harvested, there will be more jobs.*
- d. Item 5.s. (iii) was corrected to ...choose One of the presented scenarios *at this meeting* versus a combination of all the scenarios.
- e. Item 6.b - Corrected to *General agreement* of PAG Representatives...

4. Registration Audit updates:

- a. Certification Status: recommendations for certification:
 - i. Winton Global - recommended for certification.
 - ii. Lakeland Mills - recommended for certification.
 - iii. Canadian Forest Products - recommended for certification.
 - iv. BCTS (Prince George) - audit of ISO 14001 and CSA: recommended for certification.
 - v. Carrier - registration audit to be conducted on February 20th, 2006.
- b. LSC presented all those in attendance with mugs and briefcases in appreciation for their time and effort in developing the SFMP.
- c. Audit Findings Summary Presentation:
 - i. Administration procedures or follow-up actions may be required.
 - ii. CSA – minor non-conformances (see handout).
 - iii. CSA & ISO audit of BCTS (Prince George business area) – minor non-conformances (see handout).
 - iv. General comments and discussion:
 - Private land and ADA are not included in the DFA for this SFMP, hence, these areas are not certified. Registration auditors must attach area to SFMP for certification.
 - Concern expressed by some PAG members that Licensees will no longer want to buy wood from private land and ADA as this wood is not certified. LSC noted that companies will still be buying wood from non-certified forests as they have buyers that do not require that their wood be certified.
 - The forestry industry and its mills are increasingly implementing a “chain of custody” tracking system to demonstrate for interested customers which wood is certified.
 - At this time, Canfor is not actively pursuing certification through the Forest Stewardship Council (FSC), but is keeping informed about changes to the FSC.

- v. Opportunities for Improvement (see handout).
5. Annual Review of Terms of Reference: The Terms of Reference were approved by the PAG and Licensee Steering Committee with the following changes:
- a. Discussion on PAG process.
 - b. Throughout document, replace “member” with *representative* or *alternate*.
 - c. Section 1. Background: No recommended changes.
 - d. Section 2. Defined Goal: No recommended changes.
 - e. Section 3. Timelines: Update by extending into the future and clarifying past history of PAG to give historic context, that is, create a table with three columns – the action, planned completion date, and actual date of completion.
 - f. Section 4. Communication: No recommended changes.
 - g. Section 5. Resources: No recommended changes
 - h. Section 6. Roles and Responsibilities (6.1.1):
 - i. Add “*Aboriginal Peoples*” to list of sectors.
 - ii. Remove “*Commercial Fishing*” from list of sectors.
 - iii. Add “*and alternate*” and “*Each of the following local First Nations*” to First Nations paragraph.
 - i. Section 7. Conflict of Interest: No recommended changes.
 - j. Section 8. Operating Guidelines: No recommended changes.
 - k. Section 9. Decision Making:
 - i. Discussion on consensus – Some representatives feel pressured to agree with a decision. It is important that each representative (and their alternates) make their decision as they believe they should.
 - ii. Where at least one PAG representative cannot reach consensus with the other PAG representatives, the decision will be recorded in the minutes as an “Agreement” (rather than “Consensus”) and the disagreement by the PAG representative will be noted.
 - iii. The Licensee Steering Committee will respond to a disagreement referred to in k.ii. (previous paragraph) during the meeting or a subsequent meeting.
 - l. Section 10. Dispute Resolution Mechanism (item d.):
 - i. Change “forwarded” to “*provided*”.
 - ii. Add “*and response.*”
 - m. Section 11. Review and Revisions: No recommended changes.
 - n. “Approved” Section:

- i. Modify “Approved” to “Originally Approved:”
 - ii. Add “*Revised Date:*”
6. Continuous Improvement Matrix: Working Group Development
 - a. Access Management – Shannon Carson has been approached to chair this group and request attendance from interested PAG members.
 - b. Quality Old Forest – Kerry Deschamps to chair group and request attendance from interested PAG members.
 - c. Community Stability – Omineca Beetle Action Coalition (see handout) and McGregor Model Forest Association presented to PAG to determine whether these adequately address PAG concerns. Licensee Steering Committee suggested joining these groups instead of creating a parallel effort.
7. Update on SFMP – An updated version 5.0 will be printed and provided to PAG representatives, alternates, and local First Nations. It will also be available on licensee websites. In the future, it will be provided to PAG members once per year and made available on a website.
8. Update Actions – All actions are completed (see Action Table).
9. Canfor/UBC PAG survey – Delayed until a future meeting.
10. Evaluation forms completed:
 - a. The PAG’s feedback on the evaluation forms are relied upon by the facilitator, Licensee Steering Committee, and registration auditors to determine the PAG’s satisfaction with the PAG process. Therefore, it is important that PAG members be accurate in providing their written feedback.
11. Next meeting
 - a. Agenda:
 - i. Discuss and revise indicators as identified during the registration process.
 - ii. Review drafted work plans for CI Matrix
 - b. Time: 5:30 – 9:00 PM
 - c. Date: February 9th, 2006
 - d. Place: Civic Centre, Room 204-6

12. Actions

ID#	ACTION	WHO	DEADLINE	STATUS
Dec 9 – 04	Find Representative for Commercial Fishing sector.	Steering Committee	Jan 15, 2005	Completed. Sector to be removed during the next review of the ToR.
Sept 15-01	Distribute results CI Matrix ranking prior to the next PAG meeting.	Steering Committee	September 21, 2005	Completed. Sent out along with an invitation to participate in a working group.
Sept 24 – 01	Distribute the Forecasting presentation summarizing results to the PAG.	Steering Committee	October 5, 2005	Completed. Note: maps too big for distribution. They will be available on a web site in the future.