

MIFLAG - Mid Island Forest & Lands Advisory Group
www.miflag.org
Meeting Minutes
WFP Boardroom, Mid Island Office
Thursday January 18, 2018

Present

John Andrés
 Sandra Barnes
 Richard Glover
 Maureen Hunter
 Christine Kuizema
 Lynn Nash
 Leigh Stalker

Member Seat

Member at Large
 Campbell River Environmental Committee
 Sayward Fish and Game Club
 Member at Large
 Ranger Forest Services Ltd.
 Senior's Representative
 Strategic Natural Resource Consultants

Resource & Other

Taisa Brown	WFP, Field Planner
Sarah Germain	WFP, Field Planner
Cindy Huber	WFP, Planning Administrator
Kelly McMahon	WFP, Area Planner
Jack Reynolds	WFP, Operations Planner
Jill West	Zimmfor Management Services, Chair

Absent

Merci Brown	Wei Wai Kai Nation
Charlie Cornfield	City of Campbell River
Donn Fawdrey	Finning (Canada) – Supplier Representative
Jason Hutchinson	Strategic Natural Resource Consultants
Jason Kerluck	School District 72
Norm Kirschner	Village of Sayward
Corby Lamb	Campbell River Chamber of Commerce
Chief John Smith	Tlowitsis First Nation
Guy Wright	K'omoks First Nation

Guests

Jonathan Armstrong	WFP, General Manager, Timberlands Planning
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List of Documents:

- November 16th Meeting Minutes
- Mid Island Operational Update
- Terms of Reference
- Terms of Reference Clarification Letter
- MIFLAG Annual Plan
- Herbicide Information Package provided to Sandra Barnes

A. Procedural

A i. Introductions

Introductions were made as Christine Kuizema and Leigh Stalker are new to the group. Christine is replacing Sandy White as the Ranger Forest Services Ltd. representative, and Leigh will be the new Alternate for Jason Hutchinson, representing Strategic Natural Resource Consultants.

A ii. Review procedures in case of emergency

Jill West went over emergency procedures. Note: If dialing “911” from office, the digit “9” *must* be dialed first e.g.: “9 911”.

Update from Jack Reynolds that the Warehouse First Aid will no longer be available, so we should refer to Kelly McMahon as the FAA.

A iii. Review/revise/adopt agenda

Adoption of Agenda as is:

Moved: Maureen Hunter

Seconded: Richard Glover

Vote: Unanimous

A iv. Review Minutes from November 16, 2017 Meeting

Adoption of Minutes as is:

Moved: Lynn Nash

Seconded: John Andrés

Vote: Unanimous

B. Operational Update

B i. Operational Update – Sarah Germain

[Operational Update](#)

C. Presentation by Jonathan Armstrong

Jonathan Armstrong is the General Manager for Timberland Planning. His presentation was on “Sustainability Metrics”.

The presentation described the Timber Supply Analysis and the linkages to the Management Plans and actual management activities on the DFA and how they bring the information together to ensure that the Timber Supply Analysis and subsequent Annual Allowable Cut (AAC) are consistent with practices on the ground.

An overview of the WFP Sawmills was also provided, along with the target products for each mill and a description of the high level strategic planning that has been completed (and is ongoing) to try to maximize WFP wood flow to the mills (i.e., meet the mill's needs with WFP logs wherever possible).

D. Review results of Participant Satisfaction Survey for 2017

Kelly McMahon – Seven people completed the survey with a 95% satisfaction rate. There were great and positive comments. One comment was that maybe too much time was spent on some subjects. The recent facilitator training taken by both Jill and myself may help with this.

The group felt that sometimes it was necessary to spend more time on one subject if things were not being resolved or some sort of agreement reached.

Kelly McMahon and Jill West suggested taking these discussions away from the table to a small committee and then bring back any updates to the group. This will be keeping in mind what the groups role is and what WFP's role is in this process.

Kelly McMahon – Another comment was around concern for definitive action on chemical use for brushing. i.e.: What chemicals are used and what strengths. An informational handout was provided to Sandra Barnes and it was mentioned that if anyone wants copies it can be e-mailed to the group. If anyone has any questions on the herbicide information package, they can contact Kelly McMahon or Taisa Brown.

Having shorter meetings was also mentioned. The meetings have actually been shorter since starting up again in 2016. However, seeing as our Terms of Reference (TOR) states meeting are to be held every second month, we probably need the time already allotted. We will follow the agenda and ensure meetings end on time. John Andrés mentioned that as long as the meetings end on time, the length of the meeting is good.

<p>ACTION ITEM: Taisa Brown to e-mail Herbicide information package to members. Done.</p>
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E. Review Terms of Reference and Meeting Plan for 2018

The TOR is mandated to be reviewed every two years but the group would like to review it annually. The document is in this meetings package for everyone to review. Some time was spent during the meeting to review the TOR. There were no questions or concerns about the TOR from the group. A recommendation was made to review the TOR at the start of a meeting in the future, as opposed to near the end of the meeting.

Christine Kuizema and Leigh Stalker are to review and sign off when completed.

Topics for the Annual Meeting Plan should be approved rather than the dates as dates can change too often due to different circumstances like availability of guests.

Review Parking Lot items will be added to the upcoming March 15th meeting.

ACTION ITEM: Christine Kuizema (new member) and Leigh Stalker (new alternate) to sign off on the Terms of Reference.

ACTION ITEM: Revise Annual Meeting Plan to include review of Parking Lot items during the SFMP annual review meeting (March).

F. Review of Action Tracker and Annual Report

A quick run through of the Action Tracker was done with some items being marked as complete.

The Annual Report had some changes:

- Member list was updated
- There were new comments added by Lynn Nash, Kelly McMahon and Jill West.

Membership Updates

Kelly McMahon communicated that the annual membership letters to First Nations with invitations to meet with WFP have all been sent out.

If any members feel there are gaps in current membership let Kelly McMahon know.

John Andrés will no longer be representing the Ministry of Forests, Lands and Natural Resources as he has recently retired. He would like to remain a member of MIFLAG, as a Member at Large.

Adoption of Member Status Change for John Andrés:

Moved: Maureen Hunter

Seconded: Christine Kuizema

Vote: Unanimous

G. Adjourn

8:20 p.m. Meeting Adjourned

Agenda items not covered at this meeting to be carried forward to next regular meeting agenda.

Next MIFLAG regular meeting – March 15, 2018 @ Menzies Bay office

5:30 PM dinner; Meeting from 6:00 PM to 8:30 PM