

## **Stillwater Timberlands Community Advisory Group**

**May 23<sup>rd</sup>, 2001**

### **Minutes**

Recording Secretary: Pam Dowding

Attendance: refer to attached sheet

6:00pm: Dinner

6:20pm: The facilitator opened the meeting and welcomed all members.

#### **Presentation of Agenda**

The agenda was presented and approved.

#### **Action List Review**

Action List was reviewed by members. Actions from May 9 were checked and followed up.

#### **Invitations to Open House**

Discussion regarding invitation lists. Some members requested privacy for the mail out of invitations to the Open House planned for June 20<sup>th</sup>. The invitation letters will be provided to members who wish to look after their own invitations.

#### **Displays for Open House**

Display requirements for Open House were discussed, and members let the facilitator know their needs; tables, wall space, dividers etc. Guest booths were discussed, and an ecotourism display will be arranged.

### **Review and approval of Minutes from May 9<sup>th</sup>**

The minutes from May 9<sup>th</sup> were reviewed and approved.

One amendment: next meeting, June 6<sup>th</sup> Bush night will begin at 5:30pm not 6:30pm.

### **Bush Night - June 6<sup>th</sup>**

Field trip to Inland Lake area was discussed. Member also suggested a short visit to Lot 450 could be arranged on the same evening. Bill Beese from Nanaimo will present a short slide show before the field trip.

### **Terms of reference - Annual review**

It was reported that the Terms of Reference committee had worked on the Terms of Reference review, and several changes were noted and discussed as follows:

Operating principles

- add -

*g) A quorum to conduct affairs of the group will be 50% plus one of the active seats*

4 b) Active Members

- add

*- Active members to be selected for the chair or vice chair positions*

*- Active member to ensure their seat has an alternate*

*CHAIR - change the term Chair and Co-Chair to Chairperson and Vice - Chairperson*

*amend -*

5 a)

*The Chair will open and close the meetings, will present the agenda, review and accept the minutes*

*5 g) The Chair shall present an internal progress review and recommendations to the group at the AGM*

add -

#### VICE CHAIR-PERSON

*The Chair-person will assume the duties of the chair in the absence of the chair, or at the chair's request.*

#### MEETING PROCEDURES

add -

*Written information may be submitted to the facilitator and/or Chair for distribution. The source of the material must be clearly marked.*

#### PUBLIC PARTICIPATION IN MEETINGS

*Information must be clearly marked as to the source*

#### CONSENSUS PROCESS

add -

*Consensus will be reached by 50% plus one of the active members*

#### MEMBERS' RESPONSIBILITIES

add-

*On occasion, members will be requested to attend field trips to become acquainted with relevant issues or topics, and/or field trips may be arranged at the request of the advisory group.*

Add new heading for :

#### STANDING MEMBERS

Standing members will provide updates on Weyerhaeuser's progress at each meeting.

Standing members will respond in writing to each recommendation forwarded from the advisory group, with documented reasons explaining their actions in relation to the recommendations

#### FACILITATOR

remove line-

*c) The facilitator will conduct the business and issues portion of the advisory group meetings*

Add-

*A review will be held once a year to update the facilitator's duties*

*A review may be requested by CAG or the facilitator at any time*

RECORDER

Add-

*A review will be held once a year to update the recorder's duties*

*A review may be requested by CAG or the recorder at any time*

CAG members agreed to all the changes and additions by a show of hands.

BREAK

### **Election of Chair and Vice-Chair**

According to the Terms of Reference, a Chairperson and Vice- Chair were nominated and elected. New Chair for the coming year will be Eagle Walz, and new Vice-Chair will be Ken Jackson.

### **Logo for CAG**

Member reported that he had worked with a friend on a logo for the group and presented a sample for approval. Members liked the logo design, and a few suggestions were made to improve it- color, etc. It was decided to get the logo as soon as possible so that it could be used in the invitations to the upcoming Open House on June 20<sup>th</sup>.

### **Training session for Indicators - Nanaimo**

Rod Tysdal from Weyerhaeuser and the facilitator will attend a training session with Robert Prescott-Allen on Indicators. This will take place in Nanaimo May 28 -30.

### **Other Business**

Birthday card, cake and good wishes were presented to the Vice Chair.

### **Response to Access letter**

Weyerhaeuser's response to CAG letter regarding access was received.

*Question - from member regarding SOP's (Standard Operating Procedures) for EMS*

( Environmental Management Systems) available to members?

*Answer - SOP's are available for members at Weyerhaeuser office.*

Further comments regarding access will be discussed at next meeting.

### **Open House - June 20<sup>th</sup>**

Several items regarding the upcoming Open House were discussed.

Good opportunity to let the public know more about the Community Advisory Group

Catering - need to discuss cheese and wine arrangements with Coast Hotel

How many will attend - send out as many invitations as possible and advertise the event well

Guest lists to be made up and phone invitations also to be made

Some members to phone their own guests and invite to open house

Invitations to Sliammon and to all other Community organizations. Suggestion for advance viewing- not a good idea

Suggestion for invitations to be handed out by members

Suggestions that posters be distributed to members to be posted around town for maximum advertising of the event

Comment log for guests - important to take the concerns of the public and make notes to address them in the fall when meetings resume.

Door prizes for participants - to be supplied by members

### **Indicators**

It was noted that next indicators review would take place June 13<sup>th</sup>. Resource people from Ministry of Forests and Ministry of Environment were needed for advice on some of the indicators.

Discussion regarding the export of raw logs - new value to be added into worksheet.

Concerns were raised regarding local employment. Goals to create more employment from the local forest to be included. Suggestion was made to bring in a speaker to address the economic issues, and to provide facts and figures regarding the import and export of raw logs. Discussion followed on the percentage of timber from TFL39 that is exported from BC. It was noted that less than 1% of timber from TFL39 goes out of BC. Timber from private land, however, up to 30% is exported. Percentage allowed depends on when private land was acquired from the crown.

### **FSP Update - Doug McCormick**

List of expectations from CAG - No real tasks assigned to members, but can be involved in the process.

Timelines - September timeline not July 1<sup>st</sup> will be more realistic

Tasks still being assigned to various Weyerhaeuser employees

Landscape Unit Planning taking longer than planned

Government to be involved only as advisors, not helping to write the plan

List of contacts available for CAG members to consult regarding the FSP process

Next FSP meeting - Monday, May 28<sup>th</sup>, with Ministry of Forests, 8:30am. CAG member (s) are welcome to attend

Keep consistency with attendance of FSP meeting

### **Landscape Unit Planning**

Suggestion was made by a member that a CAG representative should be present at Landscape Unit Management Plan meeting.

### **Access Management Plan**

*Question* - whether public has any input into Access Management Plan?

*Answer* - No requirement for public input, Access Management to be advertised same time as the FSP

Weyerhaeuser willing to begin meetings anytime. CAG participation required and first meeting will be arranged shortly. Members do not wish to wait until fall for first meeting and it was suggested that first access meeting should be arranged as soon as possible. Members will be informed when first meeting to take place, possibly the week of

June 4<sup>th</sup>.

It was noted that there would probably be four meetings altogether.

Planning

Maps to work with Access Management Plan

Revisions to maps etc.

Finalize and wrap up

It was noted that Brian Smart, resource person for Ministry of Forests, and Steve Gordon - Ministry of Environment planner, would be attending the meetings.

CAG member will take notes at meeting and report back to the other members.

### **Maps for Open House**

It was noted that a variety of maps are being provided by Weyerhaeuser for display and distribution at the Open House.

Next meeting - June 6<sup>th</sup> - Meet at Coast Hotel at 5:30 - Dinner and slide presentation by Bill Beese from Nanaimo Woodlands. Field trip to follow.

**Meeting adjourned at 8:59pm**

<b>Stillwater Timberlands Advisory Group</b>		
<b>May 23<sup>rd</sup>, 2001</b>		
<b>Attendance</b>		
<b>Name</b>	<b>Position</b>	<b>Member Seat</b>

<b>Eagle Walz - Chair</b>	Primary	Recreation
<b>Ken Jackson- Vice - Chair</b>	Primary	Recreation
<b>David Gabelhouse</b>	Primary	Local Govt
<b>George Ferreira</b>	Primary	Recreation
<b>Linda Scheiber</b>	Primary	Tourism
<b>Michael Conway-Brown</b>	Primary	Environment
<b>Joanne Cameron-Nordell</b>	Primary	Local Business
Ian Fleming	Alternate	Local Business
Absent		
<b>Rory Maitland</b>	Primary	Contractor
Paul Holbrook	Alternate	Forest Dependent
Terry Peters	Alternate	Citizens
Lorne Marr	Alternate	Recreation
Rita Rasmussen	Alternate	Environment
Jim Stutt	Alternate	Recreation
Sally Keays	Alternate	Environment
Mark Desnoyers	Alternate	Tourism
Bob Baxter	Alternate	Recreation
<b>Kathleen O'Neil</b>	Primary	Education/Planning
<b>Peter Ranger</b>	Primary	Forest Dependent



<b>Sonny Rioux</b>	Primary	IWA
<b>Bill Duff</b>	Primary	Citizens
Bill Maitland	Alternate	Contractor
7 seats in attendance	5 absent	
Resource - other		
Rod Tysdal	Weyerhaeuser	
Doug McCormick	Weyerhaeuser	late arrival
Cathy Bartfai	Facilitator	
Pam Dowding	Secretary	