

**Nimpkish Woodlands Advisory Committee Meeting  
Minutes November 8th, 2011  
Black Bear Resort, Port McNeill, B.C**

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**Committee Attendees:**

Ray Lutz      Jack Miller      Bill Nelson      Edward Jackson      Peter Curtis  
Paul Barolet      Buzz Walker      Trevor Egely      Mac Willing  
Linda Philipp (possible Parks rep)

**Observers:**

David Wall (SFMI)

**Regrets:**

Gaby Wickstrom      Gerry Furney      Mike Berry

**Facilitator:** Annemarie Koch

**Recorders:** Kelly McMahon and Annemarie Koch

**Presenters:**

Paul Griffiths

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**Safety Procedures and Introductions:**

Annemarie Koch reviewed the safety procedures in case of an emergency. She then outlined the agenda and the meeting objectives, namely to have a presentation by Paul Griffiths on Karst and to review the terms of reference. She then invited NWAC members to introduce themselves to the new WFP representatives.

**Business Arising from the Minutes:**

Annemarie reviewed the minutes and action items from the June 16th, 2011 meeting.

**Action Item 1:** To include the volume of petroleum products purchased and the volume recycled in a given year to the calculation of indicator 4.1.1 (Net carbon uptake).

**Responsibility:** Michel de Bellefeuille

**Due Date:** Reporting the indicator with the included calculation taking into account petroleum products will be included in the first annual report under SFMP 11.

**Action Item 2:** Come up with a more meaningful indicator than EBIDTA for the SFMP for the DFA. Approach other divisions with the same indicator to collaboratively think of a suggestion for a more meaningful indicator.

**Responsibility:** Michel de Bellefeuille and Kelly McMahon

**Due Date:** Target next scheduled meeting.

**Action Item 3:** Suggest a general meeting of all the PAG's involved in WFP's CSA certification process.

**Responsibility:** Kelly McMahon

**Due Date:** Provide an update at the next scheduled meeting.

**Action Item 4 and 5** completed

The members adopted the minutes as presented.

### **Presentation by Paul Griffiths:**

Annemarie introduced Paul Griffiths as a veteran karst specialist and caver who was very knowledgeable about northern Vancouver Island. She pointed out that his presentation on karst addressed one of the mandatory discussion items under the new CSA Z809-08 standard, namely Criterion 1: *Management and protection of biological resources of cultural heritage significance.*

Annemarie noted that NWAC Peter Curtis had agreed to make a presentation on recreational caving at a future meeting.

A pdf of Paul Griffiths' presentation will be circulated with and forms a part of this record of the meeting.

Members asked a number of questions and made a number of comments during Paul Griffiths' presentation, including asking the length of the longest cave on northern Vancouver Island, asking about the relationship of karst to soil management, and a comment that the end to broadcast burning must have helped considerably with karst management practices.

### **Terms of Reference:**

Members of NWAC reviewed the terms of reference and recommended the following edits be made:

- Update the background section to include the new CSA Z809-08 standard.
- Update the name of the Ministry of Forests and Range to the Ministry of Forests, Lands and Natural Resource Operations
- Update the name for the Ministry of Energy, Mines and Petroleum Resources

- Include reference to the participant satisfaction survey that is required under the CSA Z809-08 standard under section E.1 Internal to NWAC
- Add a notation at the end of the Terms of Reference that identifies when revisions have been made

NWAC members agreed to continue to review of the Terms of Reference annually.

**New Action Items from Meeting:**

**Action Item 1** - Update the Terms of Reference as per the recommendations in the minutes and circulate revised TOR to members.

**Responsibility:** Kelly McMahon

**Due Date:** Next meeting, March 27th, 2012

**Action Item 2-** Reminder that, as per the Terms of Reference, notices go out 2 weeks in advance of the meeting and request to have a limited number of printed copies of the minutes available at the meeting for members who don't have access to printers.

**Responsibility:** Kelly McMahon

**Due Date:** Next meeting, March 27th, 2012

**Action Item 3-** Send an email reminder to NWAC members 1-2 days in advance of the meeting.

**Responsibility:** Kelly McMahon

**Due Date:** Next meeting, March 27,2012

**Action Item 4:** Confirm that the next meeting date will be March 27th as the March 20th date conflicts with the School District 85 School Break the week of March 19-23rd, 2012.

**Responsibility:** Kelly McMahon

**Due Date:** When the minutes are circulated.

The current email list was circulated and the membership list was updated and is included as follows:

Annemarie Koch- [akoch@ketacable.net](mailto:akoch@ketacable.net)

Bill Nelson- [nelsonhd@telus.net](mailto:nelsonhd@telus.net)

Buzz [Walker-dwalker@woscable.com](mailto:Walker-dwalker@woscable.com)

Conrad Mowachaht-Muchalaht First [Nations-NTCTreaty.Referrals@nuuchahnulth.org](mailto:Nations-NTCTreaty.Referrals@nuuchahnulth.org)

Darren [Roswell-Darren.Rowsell@gov.bv.ca](mailto:Roswell-Darren.Rowsell@gov.bv.ca)

Dave [Rushton-drushton@woscable.com](mailto:Rushton-drushton@woscable.com)

Edward Namgis- [edwardj@namgis.bc.ca](mailto:edwardj@namgis.bc.ca)

Gaby [Wickstrom-gwick@telus.net](mailto:Wickstrom-gwick@telus.net)

Gerry Furney (Mayor Port McNeill)-[mayor.portmcneill@telus.net](mailto:mayor.portmcneill@telus.net)

Ken Smith-Tlowitsis First Nation- [tlowi@island.net](mailto:tlowi@island.net)

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Linda [Philipp-lphilipp@telus.net](mailto:Philipp-lphilipp@telus.net)  
Paul [Griffiths-pgriff@shaw.ca](mailto:Griffiths-pgriff@shaw.ca)  
Kelly [McMahon-kemcmahon@westernforest.com](mailto:McMahon-kemcmahon@westernforest.com)

**Adjournment:**

The meeting adjourned at 9 p.m. with the agreement that the next meeting would not take place until the latter part of March, 2012, outside the scheduled school spring break.