

**VANCOUVER ISLAND NORTH WOODLANDS ADVISORY GROUP
(VINWAG)**

**Western Forest Products Inc.
Community Advisory Group
Minutes of Meeting April 26th, 2012**

Attendance:

Jeff Houle, Small Contractors	Tom Doak-Dunelly, General Public
Jon Flintoft, WFP	Patrick Donaghy, Local Government
Mike Pitre, WFP	Dave Trebett, Tourism
Mac Willing, Fish and Game	Dale Dorward, Small Business
Janet Dorward, Local Government	Fred Robertson, Youth and Education

Presenter: Peter Curtis, Member, Vancouver Island Cave Exploration Group

Regrets: Ian Roberts, Aquaculture, Ralph Wallas, Observer, Steve Lacasse, Environment, Ray Harper, Labour

Observers: Brian Smith, WFP Operations Manager, Paul Barolet, MOFLNRO, Ed Jackson, Observer

Chairperson and Facilitator: Annemarie Koch

Minutes taken by: Jon Flintoft and Annemarie Koch

1.0 SAFETY AND INTRODUCTIONS

Annemarie welcomed everyone to the meeting, stressed the importance of safety in WFP's operations, and reviewed the procedures to follow in the event of an emergency. Annemarie reviewed the objectives of the meeting, namely to review the minutes and action items from the previous meeting, hear a presentation by long time recreational caver Peter Curtis on caving and karst on northern Vancouver Island (including mandatory discussion items under Criterion One, namely management and protection of biological resources of cultural heritage significance, management of cultural values and resources and locally available processes and methods for identifying sites with special biological and cultural significance), review updates to the SFMP and indicators, hear about an upcoming external audit out of Holberg, review the terms of reference and confirm the date of the next meeting. Annemarie explained that Rod Negrave had a last minute commitment and had to cancel his presentation and noted that Peter Curtis had very kindly agreed on short notice to make his presentation.

Annemarie apologized for placing the results of the participant satisfaction survey back on the agenda, noting this would not have happened if she had attended the February 23rd meeting and seen that it was dealt with then. She committed to reducing further confusion by making sure to attend all future meetings. She noted that, in place of the survey results, Mike Pitre had asked to discuss the upcoming external audit in Holberg.

Brian Smith noted he was in attendance to hear input from VINWAG members. Annemarie then invited everyone to introduce themselves for the benefit of the presenter.

2.0 REVIEW OF LAST MEETING MINUTES AND ACTION ITEMS

Minutes of last meeting were reviewed.

Annemarie reviewed outstanding action items 44-116 with members and the results of the discussion are summarized in the table below, along with the addition of four new action items developed during the course of this meeting. Action items that were completed or changed were dropped from the list.

Annemarie noted that the minutes of the February meeting stated that a more thorough description of the results of the updates to the SFM Plan and indicators would be distributed to VINWAG members and she explained that Mike would be distributing this information after the updates were finished, likely in June.

ACTION ITEMS					
#	Item	Responsibility	Initiation Date	Target Date	Completion Date
44	On-going review of discussion items	All Members	May 4, 2009	Ongoing	
69	Ask MOFLNRO appraisal staff to provide a presentation or information on how stumpage and royalties are calculated	Jon Flintoft	October 14, 2010	Darren Rowsell, Sometime in 2012	
76	Approach Gord Glover to address Criterion 5 mandatory discussion items	Jon Flintoft	February 24, 2011	June 14, 2012	
84	Provide an update on the status of carbon trading and carbon credits (M.De Bellefeuille)	Jon Flintoft	December 2, 2010	June 14, 2012	
91	Bring the discussion of the purpose of VINWAG forward on a regular basis	Jon Flintoft	February 24, 2011	Ongoing	
105	Establish a target that deals with the 'awareness' of or by WFP of or for local suppliers	Dale Dorward, Steve Lacasse, Miles Trevor and Jon Flintoft	June 23, 2011	Sometime in 2012	Completed April 26, 2012
106	Carry over the number of new hires as a locally developed indicator and make the target a reporting out initially	Jon Flintoft	September 22, 2011	Sometime in 2012	
108	Further investigate a new target for woody debris	Jon Flintoft	September 22, 2011	Ongoing	
111	Review the tracking procedures for Indicator 27 (now Indicator 5.2.5 in the SFMP)	Jon Flintoft	November 24, 2011	Ongoing	
113	Review and refine locally developed indicators	Jon Flintoft and members of VINWAG	November 24, 2011	Ongoing	
117	Distribute more thorough description of SFMP updates	Mike Pitre	April 26, 2012	Distribute after updates complete, in June	
118	Add sentence under Strategies and Implementation to Indicator 5.2.5 and amend target as discussed	Jon Flintoft	April 26 th , 2012	Next draft of SFMP	
119	Ask Neil Smith to recommend some possible energy sector representatives for VINWAG	Patrick Donaghy	April 26 th , 2012	For June 14 th meeting	Completed April 27 th , 2012
120	Amend the TOR as discussed, distribute ahead of time for review and adoption at the June 14 th meeting	Jon Flintoft	April 26 th , 2012	Distribute amended TOR with April meeting minutes	

Jon noted that he had investigated whether contractors and sub contractors were subject to the Criterion 5 elements and indicators. Jon said that while contractors were encouraged to purchase locally, WFP could not demand that they do this, as this was a matter that was not under WFP's control. Most of the contractors that WFP hires to work on the DFA are from the DFA and tend to purchase locally anyways. He noted it could be onerous to require contractors and sub contractors to meet and to report out on this target.

Dale asked whether the contractors were subject to the rest of the plan. Jon noted that depending on the type of contractor, their activities might influence achievement of targets in the plan, including targets under the EMS plan. He noted that for indicators such as the level of direct and indirect employment, contractor numbers were included with employee numbers and indicators such as the proportion of long term harvest level that is actually harvested includes volumes harvested by contractor and company crews. Dale asked whether contractors could be given a copy of the SFMP and encouraged to subscribe to elements of the certification process, like purchasing goods and services locally. He noted his concern for what would happen if most of WFP's operations were contracted out and these contractors were not subject to Criterion 5 indicators such as the purchase of goods and services locally. Jon noted that Stillwater Forest Operation, which is a contract operation with a small staff group of planners, has a SFM Plan with six Criterion 5 indicators.

Dale noted his concern that the target to purchase goods and services locally is not as strong for contractors in this DFA. Jon noted that there is mandatory annual refresher training on the two types of certification (EMS and CSA) for employees and contractors.

Patrick suggested that the company include social targets in its contracts with contractors (i.e. targets around new hires and First Nations hires). Jon noted that such targets would be difficult for a company to impose on a contractor. Jon noted this could be challenging for contractors to comply with. It was noted there might have been different factors at play in the previous contracts Patrick was referring to (i.e. under FRBC's reporting requirements).

The minutes were accepted as circulated.

3.0 RECREATIONAL CAVING ON NORTHERN VANCOUVER ISLAND: RECREATIONAL CAVER AND NWAC MEMBER PETER CURTIS

Peter noted there are many types of caves including lava caves, tectonic caves, talus caves and limestone caves. He noted that these latter caves were the ones he wanted to discuss during his presentation. He described how limestone caves are formed from Triassic marine deposits that are pushed up through the forces of plate tectonics and then eroded by rain and other water driven processes such as streams and waves.

Peter talked about how some passageways are formed under the water table, and then spoke of how the resulting tubular shapes are further eroded by water flowing at varying speeds and in varying amounts.

Peter described how canyons can be carved out in caves.

Peter talked about the different reasons for caving, including recreation and scientific research.

Peter noted he was a member of VICEG, which is a regional caving association. He pointed to various safety practices and codes of conduct for caving, noting that cave rescue was potentially a major factor. He noted that there had been a death in Thanksgiving Cave near Tahsis, but that the sport was generally fairly safe, provided cavers were prepared. He reviewed some of the equipment and gear that cavers use, including lights and boots.

Peter pointed to how the medical community is now looking at studying caves to determine if there are any bacterial or other sources of medicinal products. He noted that cave temperatures are very constant and that there have been many bones discovered and preserved in caves, including short-faced bear bones, marmot bones (showing that marmots once existed at lower elevations, after the ice age), bird and deer bones. He added that a sinkhole near Kinman Creek contained layers of deer bones (Deer Hell).

Peter noted that the museum people have been up looking for archaeological evidence in North Island caves, but that they haven't found any in this area yet.

Peter then reviewed a series of slides demonstrating high elevation karst near Zeballos (False Creek). Peter showed what a resurgence cave looks like and highlighted a series of entrances, including one near Gibson Hill, Dream Time cave, Story Creek Caves, and an entrance near Muchalat Lake. He showed what rillenkarrren looks like, and then showed a dive crew entering Pelucidar Cave.

He demonstrated what stalagmites and stalactites look like. He showed a number of other cave features, including scallops and keyhole passages. Peter noted that the caves were several thousand years old, based on the dating of some of the bones found in them. There was a discussion of the size of the stalactites and whether their size had a relationship to the age of the cave.

Janet asked about animal life in the caves. Peter noted that they occasionally saw bats and hibernacula (places where bats hibernate) had been found in caves near Tahsis. He noted that cave crickets and daddy longlegs had been found near the entrances to caves in this area.

Peter showed a slide of helictites (cave formations that, unlike stalactites, have a curving angular form) that protrude sideways, e.g. as a result of wind or a differential erosion or formation process. He described cave pearls and how they are formed. He described flowstone and how banded marble can form in caves. Peter showed a cave with ice formations in it near Gold River.

Peter described how cave surveys are done. He showed a slide of Resonance Cave and illustrated with a black slide what it's like when people lose their lights in caves. He showed a cave near Bonanza Lake and described the importance of having good lights. He showed a slide of Arch Cave and noted it was a phreatic cave (formed by ground water below the water table, dissolving limestone in all directions).

Mac asked about the use of natural anchors versus use of pitons. Peter noted that natural anchors were used wherever possible. Peter showed how a salamander had been preserved in white flowstone.

Janet asked about maps showing the location of caves. Peter noted that VICEG decided not to publish cave locations because of the potential for vandalism, and the potential for people not knowing what they were doing to get hurt. He suggested joining VICEG to learn more about caves.

Peter showed a slide of Bluewater Cave. Peter showed a marble cave up by Muchalat Lake. Peter described what a sump looks like in a cave. Fred asked if Peter had explored tidal caves. Peter noted there were some on Tahsis Inlet and at Quatsino Narrows. He noted there were probably caves under the water on Nimpkish Lake. Janet asked whether he and his colleagues might have been the first to enter some of the caves and Peter said very likely they were the first to enter some of the vertical caves on the North Island, as First Nations would not have had climbing gear.

Dale asked about the Black Hole Cave. It was noted it was not easily accessible now. Janet asked about Devil's Bath. Peter said there are two caves, one below the road and one behind Devil's Bath.

Brian asked about Minigill. Peter noted that they had found salmon in one of the Devil's Bath caves. Mac asked if a person could swim from Devil's Bath to the Benson River. It was noted it is possible through Gorge Cave.

Jeff asked about the prevalence of anxiety attacks in caves. Peter noted that NISS used to have a caving club and at Arch Cave there was one student who froze near the entrance. He noted he did not like to take novices caving because of this concern.

4.0 REVIEW OF UPDATES TO SFMP PLAN AND INDICATORS: MIKE PITRE AND JON FLINTOFT, WFP

Mike noted that for Indicator 1.2.3, the target for the number of native tree species planted is 100 percent with no variance and that this target had been met. He talked about studies related to assisted migration

of trees, related to global warming trends, but that these trials are not part of the general replanting plan strategy at this time. Fred asked about where the native stock is collected. It was noted the sources of trees are from areas very near where they are planted (similar elevations and longitudes & latitudes).

Dale noted that a giant redwood planted in Hyde Creek had grown very large and very quickly. He suggested that planting non-native species should be considered at times. Mike noted that non-native plants could become invasive and have adverse effects on native species. Dale noted that trees weren't generally invasive in their distribution patterns.

It was noted that non-native species might be more resistant to disease. Jon talked about ecological variability and resilience and noted that there was some discussion of keeping alder in areas as a nitrogen-fixing tree and as a valuable wood for emerging markets. It was also noted that alder might adapt more readily to climate change.

Jon noted that the 2012 report will show some alder planting taking place. It was noted that, if planted properly, alder could produce a harvestable crop in 30 years.

There was a discussion of the monkey puzzle trees at Ronning's Farm.

Jon referred everyone to locally developed Indicator 5.2.5. He noted how the annual report was going to be rolled into the SFMP in future.

Dale asked that, after the last sentence under Strategies and Implementation, the following sentence be added: *'With respect to this WFP will endeavour wherever possible to purchase goods locally and to ensure that the purchasing personnel are aware of this strategy.'*

It was agreed to add this sentence to the SFMP.

Dale noted that it looked like local spending had gone down since last year. There was some discussion of how and why this trend may have occurred.

It was suggested that the target be amended to report the annual *percentage* spent on goods and services in North Island communities, North Island being the area covered within the Regional District of Mount Waddington and not including other communities like Campbell River.

Jon noted there should be a revised SFMP report ready for consideration in June and that further detail on the indicators would be available then.

5.0 DISCUSSION OF UPCOMING EXTERNAL AUDIT IN HOLBERG: MIKE PITRE, WFP

Mike asked if any VINWAG members would like to be part of a phone interview associated with an external audit to take place on May 22-23 in Holberg. He noted most interviews were scheduled to take place on May 22. Dale, Patrick, Mac and Tom offered to make themselves available for this interview. Mike added that a C&E officer from the Ministry of Forests, Lands and Natural Resource Operations would be interviewed as well.

Jon noted there had been an internal chain of custody audit in Port McNeill and that it had gone well.

There was a discussion of how the internal audit works. Brian described how the internal audit is carried out. Brian explained why chain of custody is carried out and how it relates to the certification process.

Dale asked when the chain of custody ends. It was noted that it generally ends at the buyer. Tom noted that the chain of custody process might go further for the buyer if a retail operation is LEED certified.

Patrick asked about administrative costs for tracking.

Jon noted Port McNeill would have an internal audit later this year, in preparation for an external audit to take place sometime in 2013. It was noted that external audits take place on a scheduled basis since all of the WFP DFAs are registered under one registration certificate.

6.0 ANNUAL REVIEW OF TERMS OF REFERENCE:

Jon noted he had reviewed the terms of reference and wanted to suggest some housekeeping changes, e.g. change previous MOF name to North Island Central Coast Resource District. He suggested making some small changes to the introduction to reflect that the transition to the new standard had taken place. He suggested some changes to the timelines to reflect that the SFMP moved to the new standard at the end of 2010.

Jon asked if there were any suggestions for an energy representative on VINWAG. It was suggested that someone from the Benson River Dam be asked to attend, e.g. Nigel Bestor. It was noted that in general, mineral exploration activities were transient at this time.

It was suggested that Neil Smith be asked for names of possible candidates for the energy sector.

Jon noted that the acronym for FNEIG should be updated.

Annemarie suggested that, further to suggestions from the participant satisfaction survey, VINWAG members might consider amending Section XIII Subsection 3, regarding member attendance as follows:

3. Member attendance:

- a) Existing and new members will be asked annually and initially to commit to attending a minimum of three of the five meetings held during the year.*
- b) Members who cannot and do not attend three of the five meetings, or fail to make arrangements for their alternate to attend on their behalf, for at least three of five meetings during the course of a year, will be asked to help find a representative who can fulfill this level of attendance.*

These conditions apply where a schedule of meetings is reviewed with and approved by the membership and circulated each year.

It was agreed to make all of the above changes to the terms of reference.

Jon noted he would make these changes, send them out and target reviewing and adopting them at the next meeting.

Brian noted that he and Clint would do everything they could to attend future meetings to listen to input from the VINWAG members.

Members asked after Bill Dame and Jon noted he was doing well and busy in the shake blocking industry.

7.0 NEXT MEETING:

It was agreed that the next meeting would take place on Thursday, June 14th, 2012, as per the proposed schedule of meetings reviewed by the membership. Annemarie noted that Gord Glover would be attending to address Criterion 5 mandatory discussion items, unless Michel de Bellefeuille was available to provide an update on the status of carbon trading and carbon credits. Jon asked members to send any further suggestions for the agenda to him prior to the next meeting.

Jon reminded everyone about the proposed field trip in September.

Annemarie and Jon thanked everyone for coming.

When: JUNE 14, 2012
Dinner: 6:30 p.m.

Meeting: 7:00 p.m.