



Haida Gwaii Management Council
Quarterly Meeting Minutes
D R A F T
August 3-5, 2016
Haida House at Tllaal, Haida Gwaii

In attendance (for all or part of the meeting):

Council:

Tyler Bellis	Member – CHN
Brian Bawtinheimer	Member – BC
Percy Crosby	Member – CHN
Sharon Hadway	Member – BC
Warren Mitchell	HGMC Chair

Council Support:

Kaisha Richardson	CHN
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Guests: Len Munt, Nick Reynolds, Christine Fletcher (teleconference), Colin Richardson, Simon Davies (teleconference)

Meeting called to order at 9:00 am

August 3, 2016

1. HGMC Agenda Review and Approval of Past Meeting Minutes:

a. **Review and Adoption of Agenda** – August 3-5, 2016 agenda adopted as presented

b. **Review and Adoption of Minutes from last meeting and notes from last conference call:**

Discussion: Regarding agenda item #6 Solutions Table Report.

Decision: May minutes are approved and adopted with a revision to Section 6, Action Item 3 indicating the Solutions Table co-chairs will be invited to attend HGMC meetings twice yearly.

Action item: Administrative Assistant: make edits to May 2016 HGMC meeting minutes, remove draft and post to the HGMC website.

c. **Review list of Action Items**

MAY 10-12, 2016 Action Items

Decision: Action Items adopted with minor changes.

d. **New Business**

HGMC reviewed the following correspondence:

1. Marlene Liddle, May, 24, 2016. FYI, received and noted.
2. Tim Sheldan and Doug Caul, June 20, 2016. FYI.

2. HGMC Administrative Topics:

a. **F17 Q1 YTD Expenditures**

Discussion: Regarding the budget report format.

Decision: Amend the budget report format - move planned expenditures to the forecast column.

Decision: Bring amended budget report format to November meeting.

Action item: Brian: work with HGMC support to amend the budget report format; add in comment section to give more context.

b. F17 Budget Request

Discussion: Total 2016-17 HGMC funding request was approved by the Parties.

c. 2016-17 Work Plan and 2015-16 Annual Report

Discussion: Regarding the 2016-17 work plan being updated as required. The draft 2015-16 Annual Report discussion was deferred to Day 2 to allow the HGMC more time to fully review the report.

Decision: Work Plan and draft Annual Report were approved.

Action item: Administrative Assistant: Send the HGMC Annual Report to the Reconciliation Table for their endorsement.

d. Public Communications:

Decision: Discuss under agenda item 8 - Communications.

e. Policies and Procedures:

Discussion: Regarding updates to the document.

Decision: The HGMC will review the Policies and Procedures document and make revisions.

Action item: Brian: will provide options for amending 5.3 'Determination and approval of the AAC for HG'

Action item: Brian: Determine current procedures and process for Protected Area management plan(s) review and approval.

Action item: Brian: Determine why the Gazette is listed as a publication place for approved PA plans (under 5.4 Approval of management plans for PAs).

Action item: Veronica: revise the Policies and Procedures document and track changes then send out to HGMC members to review prior to November meeting. After HGMC agrees to the next version, Warren will write a covering letter to the Reconciliation Table informing them of the updated Policies and Procedures document.

f. SharePoint:

Decision: The HGMC approved the option to move the SharePoint to the CHN Office 365 server for increased reliability and the ability to use Skype for Business, and real time editing of documents.

Action item: Warren: Send the approved and signed HGMC option note regarding the HGMC SharePoint migration to CHN IT staff person.

3. Heritage Policies and Standards: (Percy Crosby, Tyler Bellis, Sharon Hadway)

a. Clarification of various points in draft policy and standards direction

Discussion: Regarding the HGMC Heritage Policies and Standards documents and the clarification questions received from both Parties. CHN has hired Al Mackie to review the questions in order to provide clarification on understanding certain aspects of the policy. There's a need for further discussion once answers to questions are reviewed by HGMC. It was suggested that Al Mackie be invited to sit with the HGMC to go through the questions, clarifications and policy once his work is complete. The HGMC identified the following five steps to be taken in order to have work continue on the policy:

1. Answers to questions come back to HGMC (from Al Mackie, Nick Reynolds will distribute) then determine whether there's a need to have a technical discussion between Al Mackie and one person from each Party;
2. Policy & documents are re-written to clarify those points/issues (in answered questions);
3. Respective governments (CHN/BC) look at revised document (internal review, both gov'ts agree);
4. Then HGMC has final review, come back to the table for final approval;
5. HGMC prepares documents for making the recommendation for OIC (LGIC) and approval by CHN (October 2017 House of Assembly).

Action item: Percy: follow up with contractor to determine when responses to the Parties' questions related to the draft Heritage Policies and Standards document may be expected.

b. CHN internal review of draft Heritage Policies and Standards

Discussion: The CHN is not at the stage of internal review.

4. Protected Areas: (Brian Bawtinheimer)

Discussion: Regarding the CHN Protected Area Manager and what the role will include.

Once the CHN's Protected Area Manager is hired, this individual will join the Protected Area Operational Working Group (PAOWG). The PAOWG will, among other things:

- Meet with BC Parks operational and planning staff; review the Protected Area Operational Working Group Terms of Reference and Procedures Manual.
- Oversee the revision of the management plans for the conservancy heritage sites consistent with the Haida Gwaii Marine Plan (ensuring consistent wording between the protected area plans and the marine plan. Duu Guusd is the pilot).
- Have the CHN Protected Area Manager and BC Parks Regional Manager provide an update to the HGMC on pilot work.
- Oversee the OIC addition to Duu Guusd; the technical work within FLNRO and BC Parks to finalize the mapping for the OIC in November for designation. It will be brought into full legislative mode at the following sitting.

In addition, there will be discussions between CHN and BC Parks to explore protected area decision-making.

Action item: Brian: Follow up with BC Parks and CHN representative regarding updated PA Management Plan Pilot (Duu Guusd); circulate information to members.

Action item: Brian & Tyler: Once CHN PA Manager is in place, and on behalf of the HGMC, arrange a meeting with Don Cadden and the CHN PA Manager to give the HGMC perspective on current work.

Action item: Brian: Discuss with PAOWG the need for a protected areas presentation for HGMC, Solutions Table members, PAOWG and other interested groups on protected area management.

August 4, 2016

5. Land Use Objectives Order amendments: (LUOO Joint Technical Team – Nick Reynolds)

Handouts: HGMC Decision Note (May 7th 2014); Forest Reserve Review (August 2016); Maps (provided by Nick R.)

a. LUOO Working Group

Discussion: The LUOO Working Group (WG) has been active since spring 2015, current WG members are Sean Muise and Nick Reynolds; John Sunde plans to join late August. The need for the LUOO WG

Terms of Reference was discussed. It was agreed that the WG will draft a TOR. The WG will identify a timeline and each member's work load associated with LUOO amendments.

Decision: LUOO Working Group to develop a one page Terms of Reference.

Action item: Nick: With WG, clarify the work plan, attach a timeline and commitments for each WG member in terms of upcoming LUOO amendments.

Action item: LUOO WG: send HGMC an outline of the commitment for John Sunde's LUOO work and associated timelines, after his supervisor approves the commitment.

Action item: LUOO WG: draft Terms of Reference (TOR) document that includes steps and timeline for the completion of the LUOO amendments. Send TOR to the HGMC to review and approve prior to November meeting.

b. LUOO process

Discussion: Regarding the process and public engagement timeline as they relate to the LUOO amendments. The District Manager is holding an all licensees meeting in October; it was suggested that consultation with technical staff can occur at this meeting. In terms of public consultation, notification of the proposed amendments will be accessible through electronic mechanisms like the HGMC and BC websites and local media. The HGMC agreed that there is no need for other public consultation meetings for the LUOO amendments.

Decision: Licensee engagement to occur in October and LUOO proposed amendments notice to be publicized.

c. Changes/updates to the Forest Reserve

Discussion: Regarding the replacement of approximately 70 ha. of Forest Reserve that was logged for various reasons between 2010 and 2014. The HGMC recommends that Forest Reserve replacement areas be identified, acknowledging that the timing of licensees' block planning should be considered in the process of identification.

Action item: JTT WG: Develop a plan for the approximately 70 hectares that need to be replaced in the Forest Reserve and share with the licensees for their input; send resulting areas to HGMC for approval.

Action item: Nick: Analyse how the Forest Reserve replacement numbers affect the target numbers in the LUOO.

6. AAC and Cedar Harvest: (Nick Reynolds, Christine Fletcher)

Handouts: June 20, TSR 2016-17 Technical WG TOR document (update); draft correspondence from HGMC to licensees regarding the TSR review

a. Terms of Reference for TSR technical working group

Decision: TOR approved and signed off.

Action item: TSR TWG: develop a conference call schedule for Technical Working Group and HGMC, calls begin September 15, 2016; conference call schedule will be reviewed/approved and attached to the TOR.

Action item: District Manager: Determine, with CHN Stewardship Director, the status of HGMC funds to support technical work for the TSR.

b. Draft letter on engaging the licensees in TSR

Discussion: Regarding the letter to officially notify licensees the TSR is beginning. Further discussion regarding forest industry stakeholder engagement, and the "kick-off" meeting within the Terms of

Reference document; there is a will to host this meeting in September. In planning this meeting operational funds required should be considered.

Decision: TSR Notification letter to licensees approved with minor edits.

Action item: TSR TWG: make edits to TSR notification letter to licensees and send to Administrative Assistant.

Action item: Administrative Assistant: receive final letter from Christine to add dual letterhead and Warren's signature.

c. Presentation on process for HGMC (Christine Fletcher)

Discussion: Joint Technical Working Group provided a Power Point presentation regarding the process for the TSR.

HGMC AAC Decision-Making Process

Decision: HGMC AAC Decision-Making Process approved with removal of appendices.

Action item: TRS TWG: Look at Rationale for AAC Determination for Haida Gwaii (effective April 4, 2012) and review for updates, with a close look at Appendix 7-8 (principles for decision making); bring back to September 15th conference call.

d. Background on cedar issue (Nick Reynolds)

Discussion: Nick requested discussion on the topic though timing did not permit the HGMC to address this issue at this time.

e. General update on ongoing work (Nick Reynolds)

Discussion: Regarding forest inventory work update: Forest Analysis and Inventory Branch (FAIB) are using LiDAR to enhance inventory; this is ongoing work, on schedule for fall inventory. LiDAR: 2/3 land base complete; TWG hopes to derive at least two inventory products from LiDAR (fluvial unit mapping, and terrain stability mapping); projects that would require funding from HGMC. Field portion of phase 2 ground sampling (vegetation resource inventory) is set for completion in August.

7. Solutions Table Report: (Colin Richardson)

Discussion: Quarterly Report received and reviewed. HGMC asked about the types of resource applications reviewed at the Solutions Table (contained in the Streamlined Process for Review of Applications, Attachment A).

There was discussion regarding invasive plant species in Haida Gwaii, specifically knotweed.

The HGMC discussed Park Use Permit applications and PA applications, and how those are dealt with at the Solutions Table. A need for overarching strategic direction that guides the PA management plans, e.g. permits was identified.

Action item: Brian: Provide a response to the Solutions Table

Action item: Brian: follow-up with Stewardship Director regarding a possible workshop/presentation on interpreting various pieces of legislation that direct the HGMC, Solutions Table and Protected Area Operational Working Group.

8. Communications – KKR (Simon Davies by teleconference)

Discussion: Regarding the need for the HGMC to communicate its work and the resulting changes in land use management. The topic of communication is being discussed by the Reconciliation Table; both groups need a solution. Communication of reconciliation is the responsibility of the RT, though the HGMC agrees that a communication strategy around the KKR should be developed

jointly. When the larger narrative is in place the HGMC then focuses on conveying its specific messaging. Consistent messaging will create transparency in the work.

Decision: Support the immediate production of a 1 pager on 'what HGMC does' for publication.

Decision: Go to the Reconciliation Table to discuss a collaborative Communications Strategy.

Action item: Tyler & Brian: Discuss Communications Strategy with the Reconciliation Table at their next meeting;

Action item: Simon Davies: Work with Percy to produce an HGMC information publication, in the interim, while a larger communication strategy is being developed.

9. Next Meeting Date

November 8-9, 2016 in Vancouver

February 7-8, 2017 in Skidegate

Action item: Percy & Sharon: look into venue options for Vancouver meeting and get back to the HGMC.

Action item: Warren: send a letter inviting Peter Lantin, Trevor Russ, Doug Caul and Tim Sheldon to February 7-8, 2017 HGMC meeting.

Meeting adjourned at 4:30 pm