



Haida Gwaii Management Council  
Quarterly Meeting Minutes  
November 8-9, 2016

GBI offices, 1600 - 409 Granville Street, Vancouver BC

**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:**

Veronica Cadden	BC – IC
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**Guests:** Nick Reynolds (CHN), John Sunde (FLNRO), Christine Fletcher – via telephone (FLNRO)

**Day 1**

Meeting called to order by 9:17 am

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

**a. Adoption of Agenda**

**Decision:** Agenda accepted as written.

**b. Adoption of Minutes from last meeting and September 2016 interim meeting notes**

**Decision:** August 2016 meeting minutes adopted as presented.

**Decision:** September 2016 interim meeting notes approved as presented.

**Action item:** Veronica: Post August meeting minutes to Website

**Action item:** Brian: review HGMC website for needed updates and provide list to Administrative Assistant.

**c. Review of Action Items**

**Discussion:** discussion about the roles of the HGMC Administrative Assistant.

**Action item:** Veronica: check agendas for past meetings with the parties to see if Len and May/Garth have been invited.

**Action item:** Warren/Tyler: work with CHN Stewardship Director to orient newly hired HGMC support – CHN Implementation Coordinator and HGMC administrative assistant.

**Action item:** Brian: coordinate the development of a half-day session regarding Protected Areas for the Solutions Table and other BC and CHN staff with a consideration that it be attached to the February quarterly meeting.

**Action item:** Veronica: Update Action Item ledger and paginate

**d. New Business**

**Discussion:** Taan Controlled Wood Risk Assessment public consultation letter reviewed

**Decision:** Noted as received.

## 2. Administrative Topics

### a. F16-17 Q2 YTD expenditures:

**Discussion:** Report format, scheduling and tracking was discussed. Discussion included getting clarity on how the AAC /LUOO planned funding is being spent.

**Decision:** An HGMC member will sign off on large contract submissions/invoices

**Decision:** New budget format approved and Budget reports to be presented monthly rather than quarterly.

**Action item:** Warren: act as oversight for the HGMC budget and assist the new HGMC Administrative Assistant to get up to speed on HGMC budgeting aspects.

**Action item:** Warren, SHN and Administrative Assistant: update Administrative Procedures to include oversight of contract invoices and submissions – financial management.

**Action item:** Warren: follow up with Nick Reynolds on a strategy to report spent project dollars to the HGMC.

### b. 2017-18 Work Plan and Budget Request:

**Discussion:** Priority topics for the 2017/18 work plan include the Timber Supply Review and the development and implementation of a communication strategy that will work in conjunction with the Reconciliation Table communication plan. A member of the HGMC will be part of a working group to develop the larger communication plan. Protected Areas will not require as much funding or time but will figure in the 2017/18 work plan.

**Decision:** Update the current work plan and create one for 2017/18 fiscal year.

**Action item:** Tyler: Represent the HGMC on communications issues and act as HGMC representative on the Reconciliation Table working group.

**Action item:** Tyler: Work with CHN communications staff person to identify HGMC communications issues and to determine the best way to move forward on a communications plan including the possibility to hire a communications person to tell the HGMC story.

**Action item:** Warren: Develop draft 2017-18 work plan with budget added for information. Share and confirm with HGMC members as soon as possible.

### c. 2017-18 Budget Request:

**Discussion:** See above

### d. Policies and Procedures:

**Discussion:** proposed edits discussed.

**Decision:** Approved with minor edits.

**Action item:** Veronica: make minor edits and finalize document.

### e. Administrative Assistant duties and responsibilities:

**Discussion:** Discussed during Action Item Review above

### f. SharePoint – Sam Hall:

**Discussion:** Tabled to next meeting

## 3. Solutions Table Report

**Discussion:** Solutions Table report received as presented. The HGMC discussed having the Solutions Table report for information and review only.

**Decision:** Only have Solutions Table report as information to the HGMC. Have Solutions Table co-chairs on the phone while the report is being reviewed at future meetings.

**Action item:** Warren and HGMC: Prepare and send a letter to the Solutions Table addressing their questions.

#### 4. Heritage Policies and Standards

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

**Discussion:** Waiting for response from CHN regarding BC's questions about the draft heritage policy. CHN has contracted a consultant to work on the questions, the work is still underway. The Haida Gwaii District office has a new Resource Manager with an archaeology background – Jessica Ruskin. She will be a good resource to help implement the heritage policy when the time comes. The CHN Heritage and Natural Resource Department Manager will be undertaking some of this work for CHN.

**Decision:** Heritage Policies and Standards conversation tabled to next meeting.

**Action item:** Percy: Determine the status of the CHN consultant's work on the response to the Parties' questions regarding the draft Heritage Policy and Standards document.

##### b. Review and Update next steps:

**Discussion:** Process steps to develop Heritage Policies and Standards are documented in the August 2016 minutes.

**Action item:** Warren: Add policy and standards steps for Heritage Policies to the 2017-18 work plan.

#### 5. Protected Areas

##### a. Protected Area Management Plan Pilot:

**Discussion:** Brian – no information back from the CHN or provincial planning staff at this point.

**Decision:** N/A

##### b. PAOWG GA Management Presentation:

**Discussion:** A presentation is not finalized and not all people who need the information are in place.

Also discussed was the need for a Protected Area Management Plan approval process to accompany the HGMC Policies and Procedures Manual 5.4. The document would outline the process and identify HGMC activities and responsibilities. The plan may have a set of criteria and expectations that the HGMC would through the approval process.

**Decision:** Develop Protected Area Management Plan approval process.

**Action item:** Tyler/Brian: Continue to work with Tyler on a Protected Area Management workshop/presentation.

**Action item:** Tyler: work on development of a Protected Area Management presentation from a Haida perspective. Determine what CHN's needs for the presentation/workshop are.

**Action item:** Brian: Develop process document for Protected Areas Management Plan approvals using the BC Plan as a guide for content. Have draft for February meeting.

##### c. CHN Protected Area Manager hiring status update:

**Discussion:** The CHN Protected Area Manager has not been hired as of this date.

**Decision:** N/A

#### 6. Communication Strategy Update:

**Discussion:** Reviewed communication e-mail from Karen MacDowell regarding communication strategy for the overall Kunst'aa guu Kunst'aayah Reconciliation Protocol and for the HGMC. Brian suggests contracting someone to do preparatory work to interview the HGMC to develop some common themes and then work with them in February to create a strategy.

**Action item:** Tyler: Ask CHN communication staff person if he knows of consultants who would be able to take on the preparatory work and facilitate the development of the communication strategy as noted above. Work to begin as soon as possible

**Action item:** Warren: Write a letter to Reconciliation Table reiterating that the HGMC is working on defining specific HGMC communication issues that are parallel to the Reconciliation Table and which will inform the larger Reconciliation Table communication plan. Also indicate that Tyler Bellis will be part of the Communication Strategy working group in behalf of the HGMC.

**Action item:** AA: Add communication to the February agenda.

## 7. Next Meeting Date and Wrap-Up:

**Discussion:** The next meeting will include a ½ day meeting with the Party executives. Topics may include Timber Supply Review and the currency of the SLUA commitments, LUOO, and Heritage. A review of the Annual Report and Work plan/budget would also be on the agenda. Our question to the executive would be – you have a committed HGMC – is there anything we can do to help with the bigger issues?

**Decision:**

**Action item:** HGMC: speak with your principals to ask them what they would like to get from this meeting that could make the meeting more valuable for them prior to January, and provide HGMC to assist in developing the agenda.

**Action item:** Tyler: Find location for May 2-3 2017 meeting in Old Massett.

2016/17 4<sup>th</sup> quarterly meeting: February 7-8 2017 in Skidegate

2017/18 1<sup>st</sup> quarterly meeting: May 2-3 2017 in Old Massett

## Day 2 – November 9, 2016

### 8. Land Use Objectives Order Amendments:

#### a. Land Use Objectives Order (LUOO) Working Group Terms of Reference:

**Discussion:** HGMC reviewed the LUOO JTT Terms of Reference (TOR). Many of the steps within the TOR have already been completed.

**Decision:** LUOO JTT TOR is accepted as presented.

**Action item:** Veronica: PDF and distribute signed TOR to HGMC member and chair, and with the JTT.

#### b. LUOO process and timeline:

**Discussion:** the HGMC recognizes that the timeline is somewhat flexible during the LUOO amendment process. Discussed the benefits of creating a summary document for the public and other interested parties who do not have a technical background in forestry. Prior to public review, an initial legal review will be undertaken.

**Action item:** JTT: Compile a qualitative non-technical cultural, environmental and economic impact assessment of the various proposed amendments.

**Action item:** JTT: Send draft order amendment for legal review to both Haida and provincial legal support as soon as possible.

**Action item:** Veronica: send draft consolidated order out to members and chair for information.

**c. Forest Reserve Replacement:**

**Discussion:** Forest reserve update. Regarding blocks harvested just before and shortly after the LUOO was established. 50-70 hectares are under consideration. There needs to be a plan/process on how to deal with forest reserve replacements over time.

**Decision:** The JTT will create a process to track amendments to the forest reserve amendments.

**Action item:** JTT: Create process to track amendments to the forest reserves in addition to defining areas for replacement on the approximately 70 hectares of forest reserve that need to be replaced.

**Action item:** JTT: Prepare a minor amendment to remove the K'aas Gandlaay Forest Reserve polygons when the conservancy designation is being made. Provide an information note to the HGMC when the amendment is ready for signature.

**Action item:** Brian/John: contact Parks to find out when K'aas Gandlaay area will be going to cabinet for establishment as a conservancy.

**d. LUOO Amendment Briefing Notes review:**

Briefing note review

Twelve new or revised briefing notes describing proposed amendment options to the HG LUOO were reviewed by the HGMC.

**Decision:** Approve recommended options in the twelve new or revised briefing notes.

**Action item:** JTT: proceed with various action items specific to the twelve briefing notes reviewed and approved by the HGMC today.

**9. Timber Supply Review (TSR) Process**

**a. Standardizing Project Naming Language TSR/AAC:**

**Discussion:** Tabled to next meeting

**b. Principles Governing Rationale:**

**Discussion:** Tabled to next meeting

**c. Review of Reconciliation Table Socio-economic Factors for HGMC consideration:**

**Discussion:** Tabled to next meeting

**d. Licensee Meeting Update:**

Hand out: *'Issues to be addressed during TSR IV – from Licensees'* and *'Technical Working Group/Licensee Engagement Process'*

**Discussion:** The TWG had a meeting with the licensees at the end of September. The meeting was good, with several concerns from the licensees voiced and recorded.

The topic of dispute resolution was discussed, and the TWG will bring issues of concern they encounter to their meetings with the HGMC. Not all issues may be resolved but all points of view will be received and reviewed for consideration.

**Action item:** TWG: Make edits to the *Technical Working Group/Licensee Engagement Process* document as discussed at the meeting.

**Action item:** TWG: work on dispute resolution section with the licensees before approving the *Technical Working Group/Licensee Engagement Process* document.

**Action item:** TWG: Draft letter to licensees with HGMC expectations around licensee involvement in TSR.

**Action item:** Warren: review and sign off letter to licensees with HGMC expectations around licensee involvement in TSR.

**e. Timber Supply Review Budget projection**

Nick Reynolds provided the HGMC with a budget plan for 2016/17. Various costs include Active fluvial unit mapping, terrain stability mapping, depletion updates and other pieces of work.

**f. HGMC AAC Decision-making Procedure:**

**Discussion:** Tabled to next meeting

**Meeting adjourned at 3:30 pm**