

**Prince Albert FMA
2015-2035
Forest Management Plan**

**Terms of Reference
and
Workplan**

December 11, 2014

Submitted by:

Sakâw Askiy Management Inc.
Box 1721
Prince Albert, SK
S6V 5T3



Submitted to:

Saskatchewan Environment, Forest Service,
Box 3003,
Prince Albert, Saskatchewan
S6V 6G1



Introduction

On behalf of its shareholders, Sakâw Askiy Management Inc. (Sakâw) is initiating work on a new Forest Management Plan (FMP) for the Prince Albert Forest Management Area (PA FMA) with the objective of acquiring provincial government approval for the new plan on or before Oct 15, 2015. This planning process is guided by the Government of Saskatchewan's Forest Management Planning Document along with other legislation and standards/guidelines. Sakaw will follow the Ministry of Environment's FMP process to meet both provincial FMP and historical Environmental Assessment requirements.

This document describes the Terms of Reference that will guide the development of the FMP and provides a workplan outlining the steps to be completed with associated timelines.

License Area

The Prince Albert FMA is located north of Prince Albert in the heart of Saskatchewan (Figure 1). This area of boreal forest contains mixed-wood stands on the west and softwood dominated stands to the north and east. Common tree species are trembling aspen, jack pine, black and white spruce, subalpine fir, poplar, and white birch. The total area (land, water, swamp) of the FMA is 3.3 million hectares with approximately 2.6 million being forested.

The FMA was transferred from Weyerhaeuser to Sakâw Askiy Management Inc. in November 2010. Sakâw represents eight shareholders - 6 companies with manufacturing facilities and 2 First Nations businesses.

1. AC Forestry
2. Carrier Forest Products
3. Edgewood Forest Products
4. L&M Forest Products
5. Meadow Lake Mechanical Pulp Inc.
6. Meadow Lake OSB
7. Montreal Lake Business Ventures
8. NorSask Forest Products

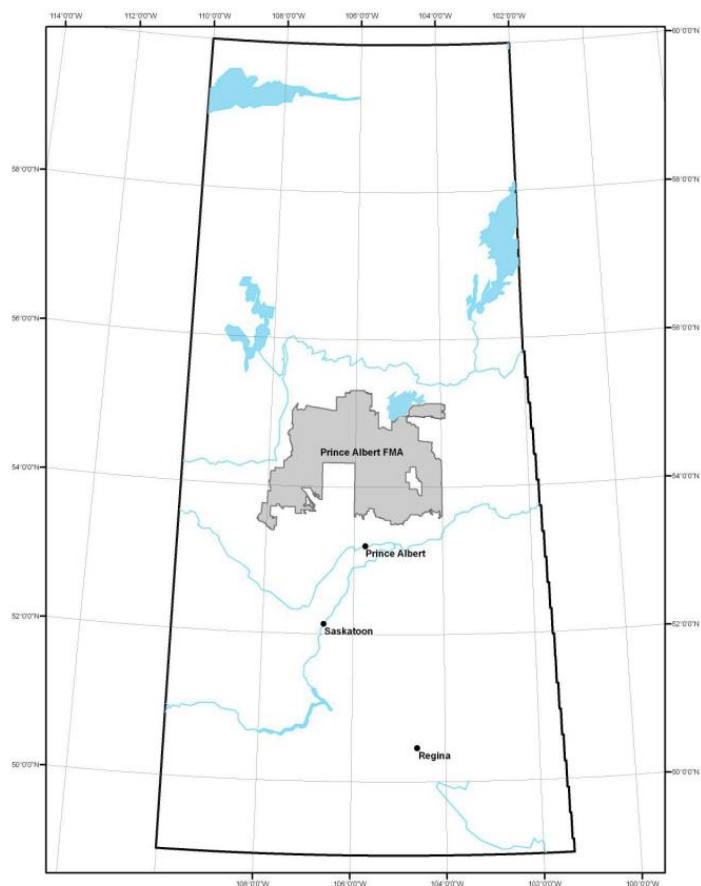


Figure 1. Location of the Prince Albert FMA

Approximately 45% of the FMA's allocated volume is owned by aboriginal business entities.

Terms of Current Plan and Revised Plan

The current 20 Year Forest Management Plan (FMP) was prepared by Weyerhaeuser in the late 1990's and was approved January 26, 2001 (effective April 1, 2001). A new 20 Year Plan must be prepared every ten years to fulfill the terms of the Forest Management Licence Agreement Sakâw now holds with the Government of Saskatchewan. As part of transitioning the FMA from Weyerhaeuser to Sakâw, the Forest Service agreed to grant Sakâw an extension to the existing plan and Sakâw agreed to work under the previous plan's commitments. Sakâw and the Forest Service previously agreed that a new FMP was to be complete by April 1, 2015 but due to delays in establishing government standards, the completion date is expected to be Oct 2015. This plan will be retroactively approved to April 1, 2015 to cover the 2015-16 operating year that begins on that date.

Planning Team

Planning Team Chairperson

Cam Brown, Forsite Consultants Ltd., will be the lead author of this plan. As such, Mr. Brown will serve as the Chairperson of the Planning Team. Contact information is as follows.

Cam Brown: cbrown@forsite.ca (250) 832-3366 x220

As the plan author Mr. Brown will have overall responsibility for the development and submission of the forest management plan on behalf of Sakâw. He will also be responsible for the Planning Team and to ensure that engagement processes with the Public Advisory Group, Aboriginal groups and interested stakeholders are undertaken in a timely and meaningful manner.

Forest Management Plan Coordinator

Saskatchewan Ministry of Environment, Forest Service has appointed Pat Mackasey, as the Plan Coordinator for this project. As Mr Mackasey will be leaving the Forest Service at the end of 2014, Dave Lindenias will assume this role. Contact information is follows.

Pat Mackasey: pat.mackasey@gov.sk.ca (306) 953-2792
Dave Lindenias dave.lindenias@gov.sk.ca (306) 953-2442

Mr. Mackasey / Mr Lindenias will lead government staff involved in the planning team and act as a key point of contact between the ministry and Sakâw.

Planning Team Membership and Meetings

The Planning Team is made up of a core technical planning group and a group of advisors. The core group will include representatives of the Licensee and Forest Service (Table 1). The advisors will support the core team with specialist expertise in a range of disciplines (Table 2) or links to the public advisory group. These experts will be utilized as required for specific components of the plan.

The interests of “Third Party” allocation holders (Schedule F of the PA FMA), and the Northern Village of Green Lake will be represented by the General Manager and Planning Coordinators in the Core Planning Team. Their interests will be addressed in the same manner as Sakâw shareholders.

Table 1. Core Planning Team

Name	Organization	Role In FMP
Cam Brown	Forsite on behalf of Sakâw	Plan Author and Planning Team Chairman
Pat Mackasey	SE Forest Service	FMP Coordinator
Narayan Dhital	SE Forest Service	Forest Management Planner
Chris Brown	SE Forest Service	Area Forester
Michelle Young	Meadow Lake OSB	Sakâw Shareholder - Planning Coordinator
Dave Knight	Carrier Forest Products	Sakâw Shareholder - Planning Coordinator
Paul Orser	MLMP / Prince Albert Pulp	Sakâw Shareholder - Planning Coordinator
Doug Braybrook	Edgewood Forest Products	Sakâw Shareholder - Planning Coordinator
Darryl Crabbe	PA FMA PAG	Public Advisory Group Representative
Cam Brown	Forsite	Planning / Modeling Specialist

Table 2. Planning Team Advisors

Name	Organization	Role In FMP
Mark Doyle / Lane Gelhorn	Forest Service	Inventory Specialists
Phil Loseth	Forest Service	Growth and Yield Specialist
Xianhua Kong/Cynthia Mamer	Forest Service	Modeling Specialist
Vicki Gauthier	Forest Service	Silviculture Specialist
Rory McIntosh	Forest Service	Forest Insects/Disease Specialist
Gigi Pittoello	Fish and Wildlife Branch	Forest Habitat/Wildlife Mgmt
Ron Hlasny	Fish and Wildlife Branch	Fisheries Biologist
Ed Kowal	Fish and Wildlife Branch	Wildlife Biologist
Larry Fremont	Wildfire Management Branch	Wildfire Specialist

Regular monthly meetings of the Planning Team will occur to guide the work required to complete the plan. These meetings will be used to review the development of the FMP (information exchange, work allocation, issue resolution and project tracking). Table 3 below, shows the proposed schedule of initial meetings.

Table 3. Proposed Initial Meeting Schedule

Meeting #	Date / Time	Location
1	Apr 10, 2013 1pm	Forest Service, PA / Conf Call
2	May 8, 2013 9am	Forest Service, PA
3	Jun 15, 2013 1pm	Forest Service, PA / Conf Call
4	July 3, 2013 9am	Forest Service, PA
5...	TBD	TBD

Monthly – 3rd Wed of each month.

Planning Team Roles and Responsibilities

Chair and Plan Author

The Chair and Plan Author will be responsible to:

- Prepare agendas for the meetings and distribute them at least two days before the meetings.
- Arrange for the recording and distribution of meeting minutes.
- Facilitate the team meetings.
- Delegate work to the members of the team.
- Lead the engagement process with Aboriginal groups, Stakeholders, the Public Advisory Group (PAG) and communities.
- Lead the forest estate modeling and other resource analysis requirements as detailed in the approved Work Plan.
- Prepare, assemble and submit the different components of the plan as outlined in the workplan.
- Resolve any disputes within the team with the help of the FMP Coordinator.

Plan Coordinator

The FMP Coordinator is the lead person from Forest Service Branch on the planning team and is responsible to:

- Define the requirements of the plan.
- Confirm that the staged components of the plan meet the requirements for approval as outlined in the workplan and the 2007 FMPD (or the 2013 FMPD when available).
- Coordinate and compile review comments from Ministry of Environment staff (or other interested government agencies), and provide to the chairperson within agreed to timeframes in the workplan.

Planning Team Members

The individual members of the team are responsible to:

- Attend meetings regularly and participate actively.
- Provide timely input as required.
- Meet timelines for work assigned by the Plan Chairperson.

Advisors

Government agencies that have an interest in the plan and agree to provide input are responsible to:

- Provide the necessary staff and resources required to meet the planning team needs.
- Participate actively in relevant planning team meetings and workshops.

- Provide the plan coordinator with respective review comments for plan deliverables by required timelines.

General

- Designated Sakâw and Forest Service Branch representatives are expected to attend all public meetings, workshops, and PAG meetings related to this Plan. Other planning team members and advisors are welcome to attend these meetings as well.
- Government will coordinate all aboriginal consultation sessions related to the Plan; Sakâw representatives will attend aboriginal consultation sessions initiated by government in an advisory role if invited.
- Any statements to the press or other media will be made jointly by the Plan Chairperson and the Plan Coordinator.

FMP Approval

The FMP will be approved in stages as defined by the Work Plan. The Plan Coordinator is responsible to distribute each stage of the plan to appropriate Ministry of Environment staff for review and comment. Following review, the Plan Coordinator will identify any gaps to the Planning Team for revision. The Plan Coordinator will then submit the revised deliverable to the appropriate person for approval. Authority for final approval lies with the persons identified in Table 4.

Table 4. Ministry of Environment Staff Responsible for FMP Approvals

Approval Stage	Responsibility for Approval
Planning Team Terms of Reference	Bob Wynes, Executive Director, Forest Service
FMP Work Plan	Bob Wynes, Executive Director, Forest Service
Consultation Plan	Bob Wynes, Executive Director, Forest Service
FMP- Volume I (Background Information)	Bob Wynes, Executive Director, Forest Service
Assessment of Sustainability	
• Values, Objectives, Indicators, Targets	Bob Wynes, Executive Director, Forest Service
• Silviculture Ground Rules	Bob Wynes, Executive Director, Forest Service
• Planning Inventory	Dave Lindenias, Mgr, Inventory and Planning, Forest Service
• Forest Development report	Dave Lindenias, Mgr, Inventory and Planning, Forest Service
• Forest Estate Modeling Report	Dave Lindenias, Mgr, Inventory and Planning, Forest Service
FMP- Volume II (Final Plan)	Minister of Environment

Dispute Resolution

In the event the Core Planning Team is unable to come to an agreement on a particular issue within its scope of responsibility:

- a) The parties to the disagreement will use best efforts to resolve the disagreement through interest-based discussions while continuing to move forward with other aspects of the FMP process;

- b) In dealing with issues that arise, and that may delay or prevent FMP approval, the parties to the disagreement will strive to seek resolution in a timely manner consistent with the spirit and intent of the Terms of Reference and Workplan document.
- c) If requested by the other, each party to the disagreement will describe in writing the issue in dispute from their perspective, how they propose that the issue be addressed, and how and why that proposal addresses the issue;
- d) In the event that the disagreement is not resolved through the interest based discussions as described above, parties to the disagreement will employ the following process:
 1. Refer the issue to a group of non-involved peers to problem-solve and/or trouble-shoot the issue with the objective of identifying potential solutions that can be considered by the parties to the disagreement. If this process does not lead to an agreement;
 2. Refer the issue to formal mediation using a mutually agreed upon mediator. If this process does not lead to an agreement;
 3. Engage a mutually agreed to third party to make binding recommendations on how to address the issue.

WorkPlan

A workplan is being presented here along with the terms of reference. A draft workplan was prepared as part of the tendering process for completion of the FMP and a scoping session has since been completed during a kickoff meeting on Sept 27th, 2012. This meeting included representatives from the Forest Service, Sakâw, and the consultant (Forsite). Numerous issues were discussed to define project scope and approach.

The workplan (tasks, timelines, and deliverables) are shown in the Gantt chart below (Figure 2). In general the process is designed to:

- Complete Volume 1 in August 2014,
- Forest Estate Modeling in March 2015
- Volume 2 draft submission to government in May 2015, final in July 2015
- With the objective of acquiring provincial government approval for the new plan on or before Oct 15, 2015.

The FMP Workplan schedule will be updated as work on the FMP proceeds. Sakâw will report on progress related to the approved FMP workplan at each meeting of the Planning Team. Minor amendments to the FMP workplan will be undertaken through mutual consent of the plan author and the FMP coordinator. Any major changes to the production schedule expected to have an impact on the submission of FMP deliverables will be forwarded to the Executive Director of Forest Service Branch and the Sakâw General Manager as a formal amendment to the workplan.

Analysis Tools

Forest estate modeling will be completed using the Patchworks model. It will produce both the strategic level analysis and initial tactical planning output. All other assessment or planning related work will be completed using ESRI GIS software, including Python scripts, and data manipulation tools such as SAS, MS Access, or Excel.

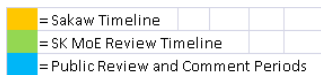
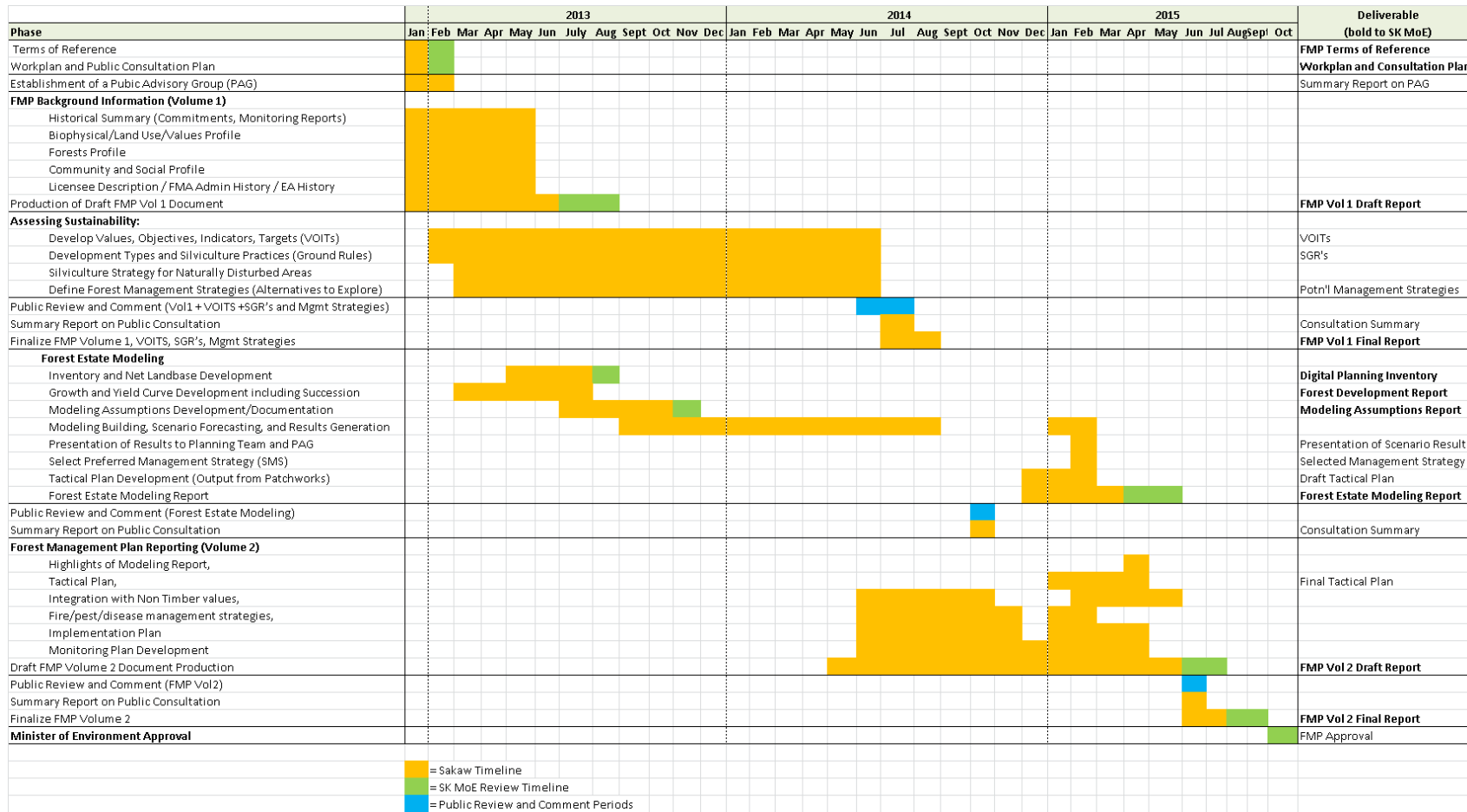


Figure 2. Gantt chart illustrating tasks, timelines, and deliverables for the FMP process

The above workplan includes review and approval steps (green) and three public review and comment sessions (blue). The public review sessions are associated with 1) background information and proposed management assumptions, 2) forest estate modeling results, and 3) the final FMP package.

Expected Contributions / Key Assumptions

The following contributions or assumptions are key to meeting the requirements of the FMP process and/or the timelines outlined above:

Forest Service:

- The FMP process is guided by the Government of Saskatchewan's Forest Management Planning Document along with other legislation and standards/guidelines. The current Forest Management Planning Document (2007) is being revised and will be a code chapter (D.1.5) of the recently proclaimed Environmental Code.
- Much of the forest management approach utilized in the 2001 FMP is assumed to remain valid. Where required, management direction will be replaced by pending Forest Service "Code Standards" that describe default 'acceptable solutions'. Provision of these default approaches will help to expedite assumptions for landscape level issues such as coarse filter biodiversity, riparian management, natural forest processes, fire management, pest management, disease management, etc.
- Government staff are expected to provide a digital GIS dataset of landbase dispositions and other excluded areas from the net landbase (Mark Doyle).
- Fish and Wildlife Branch is expected to provide direction on caribou management in the FMA and provide advice and coordination regarding range plans to be developed in the near future. A lack of timely direction on this issue is likely to compromise project timelines.

Sakâw:

- General Manager will work with shareholders to produce a coordinated viewpoint on VOITS, silviculture ground rules, and other issues so that only a single 'Sakâw' viewpoint is brought to Planning Team meetings. Shareholder discussions to arrive at a Sakâw viewpoint will occur external to Planning Team meetings.
- Yield curves developed by Timberline in 2008 (Lane Gelhorn) and previously approved by the Forest Service are expected to be used in the analysis.
- Sakâw will work to engage independent operators in the planning process.
- Climate change will not be addressed explicitly in forest estate modeling but it may be discussed generally in the planning process (nothing required).

Public Review and Comment / Meeting Schedule

The Public Consultation Program is documented separately from this workplan and will also be approved by the Forest Service. This separate document will provide detail on the PAG and its meeting schedule. The approximate timing of the three Review and Comment meetings for public are shown in Figure 2 above (blue cells).

Approved by:

Cam Brown
Forsite Consultants Ltd. on behalf of
Sakâw Askiy Management Inc.

Date: _____

Bob Wynes
Executive Director, Forest Service Branch
Ministry of Environment

Date: _____