

<b>NWDSN Annual General Meeting 2006</b>	<b>June 15, 2006, 9:30 am - 1:30 pm Logpile Lodge, Smithers</b>
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#### Attendees

Don Morgan	<a href="mailto:Don.Morgan@gov.bc.ca">Don.Morgan@gov.bc.ca</a> (Chair)	Yes
Francois Depey	<a href="mailto:francois.depey@wetsuweten.com">francois.depey@wetsuweten.com</a>	Yes
Jim McCormack	<a href="mailto:JMcCormack@canfor.com">JMcCormack@canfor.com</a>	Yes
Hubert Burger	<a href="mailto:Hubert.Burger@gov.bc.ca">Hubert.Burger@gov.bc.ca</a> (minutes)	Yes
Scott Emmons	<a href="mailto:emmons@unbc.ca">emmons@unbc.ca</a>	Yes
Jaret van der Giessen	<a href="mailto:jaret.van.der.giessen@westfraser.com">jaret.van.der.giessen@westfraser.com</a>	Yes
Glen Buhr	<a href="mailto:Glen.Buhr@gov.bc.ca">Glen.Buhr@gov.bc.ca</a>	Yes
Tim Penninga	<a href="mailto:Tim.Penninga@westfraser.com">Tim.Penninga@westfraser.com</a>	Yes
Tom Olafson	<a href="mailto:Tom.Olafson@westfraser.com">Tom.Olafson@westfraser.com</a>	No
Agathe Bernard	<a href="mailto:Agathe.Bernard@gov.bc.ca">Agathe.Bernard@gov.bc.ca</a>	No
Andy Muma	<a href="mailto:Andy.muma@gov.bc.ca">Andy.muma@gov.bc.ca</a>	Yes
Barry Watson	<a href="mailto:Barry.Watson@canfor.com">Barry.Watson@canfor.com</a>	Yes

#### Guests:

Blair Ells [Blair.Ells@gov.bc.ca](mailto:Blair.Ells@gov.bc.ca) (Skeena Stikine Forest District)

#### AGENDA

1. Review Agenda & introductions
2. Annual Report from Board of Directors - Board
3. Annual Financial Statement - Treasurer
4. Election of officers – Board
5. Governance Policy updates – Board and Executive Director
6. Budget – Board
7. NWDSN at the FIMW (Forest Information Management Workshop) on June 6 & 7 in Richmond BC – Barry Watson & Hubert Burger
  - ILMB's developing role (service provide & data delivery)
  - NWDSN's changing role partnering with LRDW and ILMB.
  - Views of Base Mapping, DEA's and Data Sharing.
8. Review past years activities – Executive Director
9. 2006/2007 Operating Plan – Executive Director and Board
  - Project priorities
  - Linked projects – Executive Director
  - NWDSN administration activities and costs
10. Review Minutes from last board meeting – Exec Director
11. Issues – Executive Director
  - Data sharing agreements
  - Other?
12. Set dates for board meetings for the coming year – Executive Director
13. Adjournment

#### 1. Review and confirm agenda

- Agenda confirmed and accepted. Move item 7 before item 5.
- Introductions – Blair Ells, MOFR Skeena-Stikine

## 2. Annual Report from Board of Directors

Don gave a powerpoint presentation.

- Review mission, common interests, vision, business needs, implementation, participants, geographic extent and possible future areas, governance and policies
- Possible area expansions – need to consolidate info for existing area first (Lakes, Morice and Bulkley TSAs), Canfor may also include data for Fort St. James

## 3. Annual Financial Statement - Hubert

- a) Hubert presented financial statements – balance in account at March 31, 2006 was \$13,988.88. Current balance after Society fee, accounting fees and AGM expenses is approximately \$13,550
- b) Jim move to accept as presented, 2<sup>nd</sup> by Hubert, passed

## 4. Election of Officers

- Board changes – Jim McCormack (President) has a new position with Canfor; Barry Watson is the new IFPA representative. David deWit is the new new Lands and Resources Manager for the Wet'suwet'en. Hubert is leaving because of change in job; he will continue temporarily as ILMB representative until a new one is found.
- Elections:
  - Secretary Treasurer - Glenn and Jim nominate Hubert, **passed**
  - President – Jaret and Andy nominate Barry, **passed**
  - Vice-President – Glenn and Jaret nominated Tim, **passed**

## 5. NWDSN at the Forest Information Management Workshop

- a) Review of our vision
  - Share info, knowledge and experiences – forum for discussion
  - Consolidation of best available info for TSR, operational planning
  - Identify what is on the LRDW and what should be on NWDSN – contractor to do this – NWDSN needs to more useful for business use
  - Biggest issue is aggregated blocks and roads
- b) Barry Watson – report on workshop
  - 1<sup>st</sup> day of workshop on electronic submissions
  - 2<sup>nd</sup> day on Data Exchange Agreements (DEA) and data sharing – different perspectives on functionality
  - ILMB achievements
    - claim to have functioning infrastructure as sole distributor of data to public, agencies
    - VRI will be distributed through LRDW – updated/projected at least annually

- No mechanism for local people to update data in LRDW
- DEAs are too one-sided and onerous – they are a barrier to functionality – DEA is actually a legislated requirement (i.e., electronic submission of info) which makes the DEA redundant
- NWDSN storage of depletion info is being eclipsed by ESF (electronic submission framework)
- ILMB appears to be honouring grandfathered DEAs – but there are gaps in currency of VRI – being addressed by a service contract
- No submissions for Cat A blocks, proposed blocks
- NWDSN still needs an aggregated data set to cover gaps – but NRFLs are still missing – MOF committed to providing this (follow up with Agathe)
- Need clear definition of custodians and stewards
- NWDSN needs ability to submit best available data to LRDW
- Barry proposed to Evert Kenk and Elaine Dawson to create partnership to allow NWDSN to post data to LRDW – ILMB needs to provide funding to NWDSN to develop this.
- Problem – lack of standardization across TSAs for various local data sets
- Options:
  - Maintain current operation – duplicate data sets for our area
  - Work on developing data sets to submit to LRDW, do not duplicate LRDW data
- Evert recognized that NWDSN is in a good position to ID local custodians and provide best available data to LERDW – he will lobby FIA to provide \$\$ to fund this work -
- **Agreed:** with funding, NWDSN will provide appropriate data to LRDW to meet LRDW standards
- **Action: Don and Barry will communicate Board decision to Evert Kenk**

## 6. Governance Policy updates

**Action: members to review policies and prepare to discuss in the fall (particularly Non-member access and fees)**

## 7. Budget

**Agreed:** Keep dues the same at \$2500 per year

**Action: Hubert to send out membership invoices ASAP.**

**Agreed:** \$15,000 initial for contractor, \$10,000 UNBC hosting; \$3000 for web hosting; \$500 for bookkeeping/society fees.

**Agreed:** Priorities as listed under item 9.

## 8. Review Past Year's Activities

a) Projects:

- i) IFPA monitoring project – Barry

- Couldn't proceed because of data gaps and other issues. To be discussed by technical committee. IFPA wants to continue with project to automate generation of indicators and monitoring reports.
- ii) Data viewer improvements – Scott
  - Site re-engineered to enforce data validation. Details to be discussed at technical committee. Viewer updated.
- iii) FTP site security – Scott
  - Log in to database instead of individual files. Data loaded can have permissions set.
- b) Technical Committee Activities
  - i) Data maintenance and management – Barry
    - Possible synergies with ILMB LRMP monitoring project
  - ii) Best Available Data – Barry
    - Project is complete for Nadina, database being cleaned up prior to publishing
    - Skeena-Stikine – in progress, upload soon. Kispiox not done yet.
    - Need an approval process for best-available info that involves custodians
      - Each subcommittee produce list of local files
      - Metadata will indicate level of approval/vetting for each data set
      - Data administrator to follow-up on this.
- c) Data administration position – Don
  - Geoborealis was successful proponent
  - **Agreed:** Executive Director will manage project and budget.

## 9. 2006-07 Operating Plan

Project priorities

- i) Aggregate data – blocks and roads
- ii) NRFL data
- iii) Monitoring automation
- iv) Meta data
- v) LRMP/SFM monitoring synergy
- vi) Vetting process of data

## 10. Review minutes of last Board meeting

**Action: Carried forward to next meeting**

## 11. Issues

None

## 12. Dates for board meetings for coming year

**Action: Exec Director to propose**

## 13 Adjournment – Meeting adjourned at 1:00 pm.