

Timiskaming Forest Management Unit
2009-2016 Independent Forest Audit
Management Unit Action Plan

Table of Contents

Action Plan Submission Signature Page	3
Action Plan Approval Signature Page	4
Introduction	5
Recommendations	6
Recommendation #1:.....	6
Recommendation #2:.....	6
Recommendation #4:.....	8
Recommendation #5:.....	9
Recommendation #6:.....	10
Recommendation #8:.....	11
Recommendation #10:.....	11

Timiskaming Forest 2016 Independent Forest Audit Action Plan Submission Signature Page

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Timiskaming Forest 2016 Independent Forest Audit Action Plan Approval Signature Page

Approved By:

Date: June 22, 2017

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Introduction

This action plan describes the recommendations and associated resolutions of an Independent Forest Audit (IFA) of the Timiskaming Forest conducted by a team of five independent auditors led by Craig Howard, R.P.F. for the seven-year period of April 1, 2009 through March 31, 2016.

Management of the Timiskaming Forest is carried out under Sustainable Forest Licence (SFL) No. 542247 by Timiskaming Forest Alliance Inc. (TFAI). Administration of the Forest by the Ministry of Natural Resources and Forestry (MNRF) is led by the Kirkland Lake district office, with shared responsibilities from Timmins district office. Small portions of the forest also fall within the Cochrane and Sudbury Districts.

The final Audit report was accepted by the Forestry Futures Trust Committee, and provided to TFAI, MNRF Kirkland Lake and Timmins District and Northeast Region on March 29, 2017. The report contained ten recommendations, including three which were directed to corporate MNRF. This Action Plan addresses the seven recommendations which were directed to TFAI and/or district MNRF.

Recommendations

Recommendation #1:

At an individual Aboriginal community level, the MNRF, together with the forest industry and local Aboriginal communities, must consider an approach to tracking economic involvement in the Forest over time.

Action Required:

1. Kirkland Lake and Timmins MNRF will continue to submit Condition 56 Reports (via SurveyMonkey) on a biannual basis, as dictated by Corporate MNRF.
2. Kirkland Lake MNRF, as the forest lead, will initiate a discussion with the sustainable forest licensee, Timmins District MNRF, as well as the local aboriginal communities (who actively engaged in the FMP planning process) to document and share economic involvement information
3. Kirkland Lake MNRF, as the forest lead, together with TFAI, Timmins District MNRF and local interested Aboriginal communities will work to develop each community's individual process for documenting economic benefits. The process for how this report is compiled, including (but not limited to) the confidentiality of the report, the frequency of reporting, and the report format will be discussed and agreed to with all parties involved.

Organization and Position Responsible:

1. MNRF - Kirkland Lake District and Timmins District Resource Liaison Specialists
2. MNRF - Kirkland Lake District (Lead) Resource Liaison Specialist to lead, in collaboration with TFAI General Manager, Timmins District Resource Liaison Specialist and Aboriginal Communities
3. MNRF - Kirkland Lake District (Lead) Resource Liaison Specialist to lead, in collaboration with TFAI General Manager, Timmins District Resource Liaison Specialist and Aboriginal Communities

Deadline Date:

1. November 15, 2017 (biannually)
2. March 31, 2018
3. March 31, 2019

Method of Tracking Progress:

1. Confirmation from SurveyMonkey that reports were received and loaded onto FI Portal
2. Documentation of acceptance/rejection of approach from each aboriginal community
3. Documentation of discussions with associated parties, minutes of meetings held to determine processes, documents showing processes, reports created documenting economic involvement.

Recommendation #2:

The **MNRF** districts must examine their amendment and revision processing to determine ways to speed approvals and improve consistency between districts.

Action Required:

1. Kirkland Lake MNRF, as the lead district, will facilitate the update of the Inter-District Protocol between Kirkland Lake and Timmins Districts, including customer service standards for amendment and revision timelines in this document.
2. Both Kirkland Lake and Timmins MNRF staff to work with TFAI to come up with process documents to assist all parties with the preparation, processing and tracking of amendments and revisions. Also, to look for streamlining opportunities, and to identify lags in the current system.

Organization and Position Responsible:

1. Kirkland Lake MNRF Management Forester
2. Task team developed specifically for Amendment & Revision Streamlining for the Timiskaming Forest (MNRF Kirkland Lake - Management Forester, Resources Management Supervisor; MNRF Timmins - Management Forester, Resources Management Supervisor)

Deadline Date:

1. September 1, 2017
2. Draft documents due March 31, 2017 for trial implementation through 2017-2018 operating year, although this action will be dynamic and constantly receiving updates as required.

Method of Tracking Progress:

1. Approved Inter-District Protocol for the Timiskaming Forest.
2. Minutes of Task Team meetings, any approved procedures/documentation coming out of Task Team discussions.

Recommendation #4:

The Company, in cooperation with **MNRF** district staff, must review culvert installation procedures with operators to help the operators adapt to the wide range of conditions that could be encountered on the Timiskaming Forest prior to, during, and post installation.

Action Required:

1. SFL to review water crossing sizing reports to ensure operators are aware of the conditions under which each crossing was evaluated.
2. SFL, in cooperation with MNRF district staff, to facilitate a training session to provide a workshop for water crossing installations on forest access roads
3. SFL and MNRF to communicate options to forest operators for water crossing installation procedures which relate to preventing and mitigating post installation problems (e.g. downstream scouring).

Organization and Position Responsible:

1. TFAI General Manager
2. TFAI General Manager
3. TFAI General Manager and MNRF Kirkland Lake District Management Biologist

Deadline Date:

1. May31, 2018
2. April 1, 2018
3. April 1, 2018

Method of Tracking Progress:

1. Spring operator meeting training records and forest operations group meeting minutes.
2. Training presentation material and TFAI training records.
3. Meeting minutes from joint TFAI-MNRF meeting.

Recommendation #5:

The MNRF shall increase the level of compliance monitoring on the Timmins District portion of the Forest so that it applies a consistent and appropriate level of compliance monitoring on all parts of the Timiskaming Forest.

Action Required:

1. Timmins ACOP will include risk-based compliance monitoring targets that will reflect an appropriate level on the Timmins District portion of the Timiskaming Forest.
2. Staffs who are identified as having forest compliance monitoring responsibilities will be assigned inspection targets through the District Compliance Team in consultation with their supervisor. This will include a regular review of ACOP targets.
3. Timmins District will endeavour to have certified inspectors available in support of Action #1.
4. Kirkland Lake and Timmins Districts to have a joint meeting to discuss compliance trends on the Timiskaming Forest annually prior to the setting of ACOP targets.

Organization and Position Responsible:

1. Forestry Technical Specialist, Timmins District
2. District Compliance Team, led by Forestry Technical Specialist, and Timmins District Supervisors
3. Timmins District Management Team
4. District Compliance Team members, as required, and District Resource Management Supervisors

Deadline Date:

1. May 31st annually, starting in 2017.
2. Sept. 1st, 2017 on a monthly basis to start and modifications when necessary (i.e. move to quarterly with successful results).
3. Ongoing annually as required, starting in 2017-18.
4. Annually prior to May 1.

Method of Tracking Progress:

1. Timmins District ACOP.
2. Timmins District work planning and District Compliance Team documents.
3. Training Records.
4. Meeting minutes

Recommendation #6:

Kirkland Lake and Timmins Districts of the MNRF shall address the 18 outstanding operational compliance issues on the Timiskaming Forest as expeditiously as possible and develop a process to deal with future operational issues in a timely manner.

Action Required:

1. MNRF Districts must review any of the 18 outstanding operational issues in their Districts, determine their status, and action them accordingly.
2. MNRF Districts will create an internal protocol to shorten the amount of time between when an inspection is completed and when the documentation will be approved on the FOIP website. This protocol will be shared with all FOIP inspectors within the District(s) for consistent implementation.

Organization and Position Responsible:

1. MNRF District Compliance Teams - Lead Forestry Technical Specialists
2. MNRF District Compliance Teams - Lead Forestry Technical Specialists

Deadline Date:

1. March 31, 2018
2. March 31, 2018

Method of Tracking Progress:

1. All outstanding operational issues closed on FOIP website
2. Internal Protocol developed by individual Districts

Recommendation #8:

Timiskaming Forest Alliance Inc. shall undertake an analysis to determine the factors that may be affecting its reported silvicultural success rates and develop strategies that will yield silvicultural success rates that more closely reflect its field results on a schedule that will coincide with the submission of the 2016-17 annual report.

Action Required:

1. TFAI will undertake an analysis to determine the factors which may be affecting the reported silvicultural success rates.
2. TFAI will provide awareness training to TFAI Operators related to the importance of confirming or updating the planned forest unit of allocated stands at the time of harvest at the next regularly scheduled Spring Operators Meeting, as this was found to be a potential source of the error in the Audit Report.
3. Updated planned forest unit information will be provided to MNRF via:
 - a. The harvest depletion layer as the Depletion Forest Unit, or
 - b. The SGR update layer

Organization and Position Responsible:

1. TFAI General Manager
2. TFAI General Manager
3. TFAI General Manager

Deadline Date:

1. June1,2018
2. June 1, 2018
3. November 15, 2017

Method of Tracking Progress:

1. SFL documentation of analysis results
2. Presentation material from the 2018 spring operators meeting
3. Annual Reports, starting with the 2016-17 AR

Recommendation #10:

Timiskaming Forest Alliance Inc. shall take the necessary measures to address the remaining Class Y and Z lands it is obligated to treat and report upon these areas as stipulated under its SFL agreement prior to the next independent forest audit scheduled for the Timiskaming Forest.

Action Required:

1. The SFL will assess the remaining Class Y and Z Lands during the 2017 Free-to-Grow assessment program.
2. The SFL will assess any areas not declared Free-to-Grow for future treatment or future assessment

Organization and Position Responsible:

1. TF AI General Manager
2. TFAI General Manager

Deadline Date:

1. December 31, 2017
2. December 31, 2017

Method of Tracking Progress:

1. Results from the assessment of the Class Y and Z lands will be included in the 2017-18 Annual Report.
2. Subsequent annual reports will show areas where further assessment or treatments were completed.